

**HILLSIDE AVENUE SCHOOL
MEMORANDUM**



TO: Parents/Guardians of Hillside Avenue School
FROM: Dr. Fogas, Principal
DATE: October 2017
RE: Student Photographs – Re-Takes – Friday, November 3, 2017

Photos will be coming home on Thursday, October 26th. If you wish a re-take, you must:

- Send unwanted photos on Photo Re-take Day, Friday, November 3rd, along with a signed parental note wishing a re-take. The note should be given to the Guidance Office in advance as to include your child on the re-take schedule. Take out and retain class photo in your original packet, as Cassidy Photographers will not send new class photos in re-take packet.
- If your child was absent or forgot his or her order form and check on original photo day, please pick up a photo envelope in the Guidance Office. Order and check **MUST BE** given to photographer on November 3rd.
- Original photos **MUST BE** given to photographer on that day in order to receive a re-take.

If you have any questions, please contact Mrs. Ross in the Guidance Office at 908-709-6239.