## THE BRITISH INTERNATIONAL SCHOOL

Puxi, Shanghai



22 April 2014

**RE: ORDERING SCHOOL PHOTOGRAPHS** 

Dear Parents/Guardians.

Last week we were delighted to advise you by email that the school photographs taken by Barefoot Portraits are now available for you to select and purchase. If you did not receive this email please find below the important details for you to login and see how to order the prints that you want.

Please contact the Team at Barefoot Portraits if you have any queries about the photographs or the ordering process, <u>not the school</u>. The details for Barefoot are at the bottom of the page.

## How to View Your Prints

- Please visit the <u>Barefoot website</u>. www.barefootportraits.org
- Login using the details below:
  - o Username: bisspuxi2014
  - o Password: golions
- <u>Download an order form</u> and place your order.
- Please give your order form together with exact payment to the primary or secondary reception desk by Friday 25 April, 2014.
- Please place your order in a sealed envelope and write your child's name and class clearly on the front.
- The school will send out an email communication to inform you of the collection date when all completed orders have been delivered to the school.
- All orders sent in after the deadline of 25 April will be processed separately.

Once again if you have any queries regarding the photos or the ordering please contact Barefoot photos direct, Monday to Friday, 10:30am - 5:30pm on +86 188 0189 1881 or email at orders@barefootportraits.org

Kind regards,

Chris Share Nicki Meehan

Head of Secondary Head of Primary

HELPING OTHERS TO BE THE BEST THEY CAN BE www.bisspuxi.com