

RCHK CW PHOTO DAYS 2018-19 (Sep 10-13)



Important Notes:

1. The college wide event will take place at the PAC and it is mandatory for all RCHK students and staff members for our school database.
2. Primary classes will have their photos taken together with class teachers and educational assistants.
3. Year 7-13 students will take photos with their advisory groups (i.e. M1, Q3 etc) and Y12-13 students will also take photos in year level groups
4. Students will have their individual photos taken in the same period. Optional purchase of photo packages available.
5. Students who are absent / have missed their sessions can have their individual photos taken during break time, after school or on a retake day in December, exact date to be announced later.
6. Staff members can have their individual photo taken at any time, except during photographers' lunch time.
7. Students are to line up from short to tall when they get ready for the session.
8. Please arrive at the PAC at least 5 minutes prior to the beginning of the session.

Siblings / Family Session:

This is an optional session (parent paid) and it is held after school hours. Siblings and families are welcome to attend.

Uniform:

1. Students are required to wear the official RCHK uniform, without T-shirt underneath and any headgear.
2. If there is a PE class on the photograph day, students are required to change to their RCHK uniform (in full) for the photo session.
3. Year 12 & 13 students are advised to dress smart casual.

Photo Ordering

1. Photo proofs for optional orders will be distributed in class/advisory approximately 2-3 weeks after the photo day.
2. Photographer's Contact: Techni-Photo - Mabel (Tel: 2803 5988)

Monday AM & PM (10 Sep): Secondary Schedule

Time	Period	Camera 1	Camera 2	Camera 3
8:40-9:20	S1	Y12, Y13 Advisory & Year Level Photo		
9:20-9:40	S2	M11	M12, M13	M14
9:40-10:00		Q11, Q12	Q13	Q14
10:00-10:20		S11	S12	S13, S14
10:20-10:40	S3	T11	T12, T13	T14
10:40-11:00	Sec. Break	CW Teacher and Staff can take their individual photo at break time		
11:00-11:40	S4	M03, M04	Q03	Q04
11:40-12:20	S5	S03, S04	T03	T04
12:20-1:00	S6	M05	M06	Q05, Q06
1:00-1:50	Sec. Lunch	Photographers Lunch Time		
1:50-2:30	S7	M07, M08	Q07	Q08
2:30-3:10	S8	S07	S08	T07 & T08
3:10-3:30	After school	Walk in: Siblings/Family and any make up photo (Pri + Sec)		

Tuesday AM (11 Sep): Secondary & CW Staff Schedule

Time	Period	Camera 1	Camera 2	Camera 3
8:40-9:10	S1	S05, S06	T05	T06
9:10-9:30		Support Staff Group & Individual		
9:30-9:50		Facilities Staff Group & Individual		
9:50-10:15	Pri. Break	CW Teacher and Staff can take their individual photo at break time		
10:15-10:40	S3	Photographer change setting for class photo		

Tuesday AM & PM (11 Sep): Primary & Secondary Schedule

11:00-11:40	S4	3KB		
11:40-12:20	S5	M01, M02	Q01	Q02
12:20-1:00	S6	S01	S02	T01, T02
1:00-1:50	Sec. Lunch	Photographers Lunch Time		
1:50-2:30	S7	1AS	4NP	M09, M10
2:30-3:10	S8	Q09, Q10	S09, S10	T09, T10
3:10-3:30	After school	** Walk in: Sibling/Family and any make up photo (Pri + Sec) & Faculty/Staff Portrait Make-Up Session		

Wednesday AM & PM (12-Sep): Primary & LET Schedule

Time	Period	Camera 1	Camera 2	Camera 3
8:30-9:10	P1	2KD	2SH	2JS
9:10-9:50	P2	2TW	5TW	5CR
9:50-10:10	Pri. Break	CW Teacher and Staff can take their individual photo at break time		
10:10-10:50	P3	4RS	1CM	3AC
10:50-11:30	P4			6WC
11:30-12:10	P5	5TL	6RL	3WK
12:10-1:00	Pri. Lunch	Photographers Lunch Time		
1:00-1:40	P6	6BD	6LA	1JN
1:40-2:20	P7	4SD	LET Dept. (Teachers & EAs)	4LJ
2:20-3:00	P8	1AK	All EAs (Pri+LET) Group & Individual	
3:00-3:30	After school	Walk in: Siblings/Family and any make up photo (Pri + Sec)		

Thursday AM (13 Sep): Primary, RAPT & Group

Time	Period	Camera 1	Camera 2	Camera 3
8:00-8:20		Teaching Staff Whole School Group Photo		
8:20-8:35		RAPT Committee Member Group / Individual		
8:35-9:10	P1	1JF	1LN	3JR
9:10-9:50	P2	3BS	3HM	4SF
9:50-10:10	Pri. Break	Primary House Captains	RAPT Committee Member Individual	
10:10-10:50	P3	5LM	6CV	6RM
10:50-11:30	P4	4JF	2ZR	
11:30-12:10	P5	2PS	5RS	5MH
12:10-1:00	Pri. Lunch	Photographers Lunch Time		
Thursday PM (13 Sep): Chartwells & Misc.				
1:00-1:15		Photographer change setting for group photo		
1:15-2:00		Any other group/individual photo		
2:00 PM		Cafeteria Staff Group & Individual		
3:10-3:30	After school	Walk in: Siblings/Family and any make up photo (Pri + Sec)		