



Picture Day – September 8, 2022 Ordering Instructions

Lifetouch Studios will be here on September 8th to take individual pictures of each student for the yearbook and group class picture (K-2, 3-5, 6-8, and 9th). Here are some things to keep in mind about picture day and how to order them.

Individual Pictures

What to know:

- Pictures will happen first thing on Thursday, the 8th. Please come prepared.
- **IMPORTANT: The individual pictures are ones that are used for this year's yearbook. If your child is not here, it makes it very hard to include their picture in the yearbook.** Please plan to have your child at school on picture day so their picture can be taken & used in the yearbook.
- For grades 3-9, all students will need to wear the KAS uniform: a pair of solid-colored pants with a polo shirt. The polo shirt needs to be either solid red, black, royal blue, or yellow (gold) with the KAS patch sewn on the upper left chest area. If you do not have patches, they can be purchased in the office for \$2.50 each.
- For grades K-2, all students will need to wear their daily Forest School uniform: a pair of solid-colored pants, their green forest school shirt, and regular school shoes.

How to order:

- Attached to this form is your preorder forms (paper & online option information). You are encouraged to preorder BEFORE picture day with the preorder code (picture day ID) provided on the form. This is the **ONLY** time you will receive a paper order form. This is also the only opportunity to pay with cash or check. Please use the attached envelope if you pay with either cash, money order, or check. Please use exact payment. Return your order form and payment to the school on the morning of picture day if you did not order online.
- If you preorder on or before picture day, your pictures will be sent to the school for FREE when they are ready.
- If you **DO NOT** preorder before picture day, you will still have the opportunity to order pictures, but there are a few things to keep in mind if you choose this option. You will be sent a picture proof once they are available, but NO order form will be available since the preorder code from the attached form will no longer be valid. Any pictures you want to order after picture day will need to be ordered & purchased online ONLY (no cash or checks will be accepted), AND you will have to pay for all shipping and handling fees so the picture package you ordered can be sent directly to your home.
- There is no obligation to buy.

Class Pictures

How to Order:

Class pictures can be done by preorder ONLY. You are receiving the order form today. If you want to order a class picture for your child(ren) you also have the option to pay by paper form or online. Please use the instructions on the class order form to pay online. If you choose to send in your order to the school, please fill in the form, include payment, and return it to the school on picture day, or before. Again, there is no obligation to buy.

If you have any questions, please don't hesitate to ask.