May 15, 2018

To the Parent or Guardian of:

The yearbook staff is already hard at work planning a yearbook that will record this important year of your senior's life here at Liverpool High School. The 2018 yearbook will be a reference guide to friendships, activities and special events of your child's senior year. Prestige Portraits by Lifetouch in Cicero has been selected as our yearbook photographer for 2018-2019. Underclassmen photographs for the yearbook will be taken during school in September. At that time, seniors will also be photographed for student I.D. card and security purposes.

Prestige Portraits offers indoor and outdoor photography and a variety of session types including a no charge session for the yearbook pose. If an outdoor session is chosen, you must also make arrangements to be photographed for the yearbook pose to meet the required specifications listed on the next page. A formal indoor pose will be the only portrait accepted for the yearbook, no exceptions.

This year, the LHS PTSO has made arrangements for Prestige Portraits of Cicero to take photos of ALL of our seniors, at no charge. This will ensure that every single senior is represented in the senior portrait gallery, and that their photos will be consistent and of the highest caliber. Portrait sessions are by advance appointment in the high school cafeteria on July 25 and 26, 2018.

Go to Prestigeportraits.com to schedule your appointment or call 315-752-3081 for a studio appointment in the Cicero Studio:

Prestige Portraits
5960 Route 31
Cicero, NY 13039

This appointment can be scheduled at your convenience. A session brochure is included with this mailing so that you can see all of the session options available to you and for you to select the best session that describes your child. The Basic Session is FREE to all seniors who are just looking to have their portrait taken for the yearbook.

Prestige Portraits will offer the opportunity to purchase a portrait package, but you are under no obligation to do so. However, if you choose to order a package, the LHS PTSO will receive a portion of the sale, which will benefit the Liverpool High School community. Prestige Portraits helps support our PTSO so we ask that you please support them. Your yearbook image captured by Prestige will automatically be submitted to the school.

Seniors may choose to provide their own senior portrait for yearbook purposes and may go to the photographer of their choice. Seniors who do not submit a senior portrait to the yearbook staff may have their I.D. picture used for their senior yearbook portrait. However, it is strongly recommended that a professional portrait be submitted as the I.D. pictures are low resolution and do not fare well in the senior section of the yearbook. No pictures submitted by email will be accepted by photographers or parents.

The yearbook pose is due to the school no later than October 31, 2018, which Prestige Portraits will do for you automatically. However, in order to be included on the yearbook CD, it is imperative that your appointment be scheduled for no later than September 30, 2018. Appointments made for October 1 or later will not be
automatically sent to the high school and it would be the responsibility of the senior to submit the image or disk to the yearbook staff. No pictures submitted by email will be accepted.

Below are the specifications that MUST be met by your photographer. If your student is being photographed at a department store studio, please be sure to submit a hard copy of the portrait directly to the yearbook advisor.

1. DIGITAL PICTURES ONLY No Matte finishes, No black and white or sepia tone pictures. No Instruments, Trees, etc. All pictures must be delivered to the school on disk for logging. No pictures will be excepted by email from photographers or parents. The deadline is Wednesday, October 31, 2018.

2. PRINT SIZE - 2” x 2-1/2”, not including margins (Name can be on picture for ID)

3. HEAD SIZE - 1-1/4” measured from top of head to bottom of chin.

4. LIGHTING RATIO - Four to one highlight to shadow ratio.

5. CONTRAST - Must be good graduation tones.

6. BACKGROUND - Corners must be dark with medium hot spot behind head and shoulders, slightly mottled.

7. BACKGROUND COLOR - Predominantly soft, mottled, subtle tones of grey.

8. CLOTHING - Girls: Avoid extreme necklines or loud patterns.
   Boys: Prefer conservative coat and tie to harmonize.

9. POSES - Variety of good head and shoulder poses. Subject’s head and shoulders turned in varying angles. No extreme head tilts or angles, No hands, No feet, No mug shots, No trees, No pets, No instruments, No sports equipment.

10. IDENTIFICATION - Name must be on the glossy print for positive identification. (The photographers name must also be supplied)

11. SCHEDULE – Pictures are to be delivered to the yearbook advisor by the yearbooks Senior section Deadline of Wednesday, October 31, 2018. No pictures submitted by email will be accepted.

*Please Note: Yearbook portraits that do not meet above specifications will not be included in the Liverpool yearbook. There is no guarantee that portraits submitted after October 31, 2018 will be in the yearbook. No pictures submitted by email will be accepted.

If we do not have a student picture on file at school, the missing student's name will be placed in the shutter shy section. If you have any questions regarding senior portraits, please contact the high school at (315) 453-1500 X4334

Thank you for your support and have a wonderful summer!

Sincerely,

Sean Brown
Yearbook Advisor
LHS Hiawathan Yearbook

Enc.