*Northridge High School*

**YEARBOOK PHOTOS**

Photos will be taken on registration days for the Yearbook and ID Cards by Bell Photography. All students need to have their picture taken on one of these days:

 Seniors: August 6, 2019. 8 a.m. – 2:30 p.m.

Juniors: August 7, 2019 8 a.m. – 2:30 p.m.

Sophomores: August 8, 2019 8 a.m. – 2:30 p.m.

There will be a Make-up Photo Day for all those that missed their scheduled day and any New Knights on August 15, 2019 from 8 a.m. – 2:30 p.m. Please make sure you attend at least one of these days for your picture to be taken. Students will be required to have their Student ID in school each day so everyone needs to have pictures taken.

Senior students will be photographed in graduation gowns. Junior and sophomore students are required to follow the **NHS dress code policy. NO HATS** may be worn in yearbook photos, in addition no props / costumes will be allowed in yearbook photos. Any students not following these policies will be requested to take a compliant picture during retake day. It is the yearbook’s staff intention to include all students in the yearbook if possible and as a last attempt to include all students, images may be digitally altered to comply. If not possible, the image will not be included.

Retake pictures will be taken on September 19 and will replace the original image (if one was taken). After retakes – Bell Photography provides one image of each photographed student to the yearbook staff. These images are used in the first yearbook deadline, submitted at the end of October. Images taken after this date may not be featured in the yearbook.

**YEARBOOK FEES**: Prior to October 31, yearbooks are on sale for $50.00. After October 31, yearbooks will be $55.00. The final yearbook order will be placed on January 5. Once the yearbooks are sold out, no more books will be ordered. **NOTE**: No refunds will be given **for any reason** after January 5.

**SENIOR TRIBUTES**: Parents and guardians have the option of purchasing a Senior Tribute for their senior student. Sales will begin on September 16, 2019.

You will be uploading your own pictures, designing and creating the ad on the

Herff-Jones ad website. The link will be on the school website beginning September 16. There will also be a step-by-step instructional flyer on the website to help you. If you have questions or problems doing this, please email jbanta@dsdmail.net. All ads will be approved by the yearbook staff before placement in the book. There are two sizes available for Senior Tributes: 1/8 Page for $45 and 1/4 Page for $85. The payment will be done at the time of the ad design through the Herff Jones website.

**NAME PLATES**: All students have an option to purchase an adhesive engraved name plate for their yearbook. will be available on Yearbook distribution date. There will be a sign-up form available on the school website on September 16, 2019. The cost is only $5.50 for the name plate.

**YEARBOOK DISTRIBUTION:** Regular distribution of the Yearbooks will take place following the end-of-year assembly the day prior to Graduation. All students will proceed to class after the assembly and be released by grade-level and class to line up outside the northwest cafeteria doors. There may be a chance for an early distribution time period for students. Information will be posted by May 1 regarding any change in distribution. **PLEASE NOTE: Students who have fees or fines will not be allowed to pick up their yearbook until the fees or fines have been paid.**

No yearbooks will be given out prior to distribution days for **any reason**. Students unable to pick up their yearbooks during these days may pick up their yearbook during the summer from the main office.