

**Mendham Primary School & Nursery**  
**Mendham**  
**IP20 0NJ**  
**Tel: 01379 852520**



**St. Edmund's Primary School**  
**Hoxne**  
**IP21 5AD**  
**Tel: 01379 668283**

**Academy Head – Henry Huxtable**  
**Email: [head.wvp@consortiumtrust.org.uk](mailto:head.wvp@consortiumtrust.org.uk)**

12<sup>th</sup> June 2026

Dear Parents

**Filming of Mendham Primary School for publication on the school website**

Mendham Primary School is very pleased to welcome a former student Grace back to school to help us with a project of filming the school. During the 150 year process we discovered a recording of the school from 2002 and thought wouldn't it be amazing to repeat that again now. Grace attended the 150 year celebrations and has offered to help us with this idea. Here is a message from Grace:

*"I'm Grace and I am a recent journalism and broadcasting graduate from the University of East Anglia. I am also a former pupil from Mendham! After visiting the 150 year celebration of the primary school, I think it would be great to make a short video, sort of like a time capsule, for pupils to look back on in years to come, which captures their time at Mendham.*

*I will not film pupils who I do not have permission to be filmed. Once the video is filmed, the footage will be stored on a USB drive and edited by me. When the video has been edited, I will delete all the footage. The final film will be shared with all parents/ guardians and those who are involved in it. I will not be sharing the video on any of my own social media or portfolio."*

You will have received a request for consent via Arbor in your app called '150 year video recording' please could we ask you to consent or decline your permission for your child to be present in the recording, any issues with doing this please let Mrs Rogers know by the end of the month as Grace intends to do some filming at the KS2 performance on 6<sup>th</sup> July and also in school on 7<sup>th</sup> July.

Yours sincerely

Mrs Jones  
Assistant Academy Head



**Small Schools – Huge Ambitions**



<http://www.mendhamprimaryschool.org.uk/>

<http://www.stedmundsprimary.org.uk/>