

## Entrance Policy

# VISITORS

## Strictly by appointment only.

**- The door will only be opened for authorized visitors who adhere to our visitor entrance policy.**

- Call the administration on 6255-0855 to arrange appointment.
- You must provide your full name, contact information and the time for your visit when making an appointment.
- Be on time for the appointment or call in advance to let us know of any delay.
- Upon arrival, fill out the visitor sign-in papers and carry the visitor pass with you at all times.

Sincerely,

Newton Kindergarten  
13<sup>th</sup> of May, 2010.