



**NEW YORK CITY DEPARTMENT OF EDUCATION
QUEENS HIGH SCHOOL FOR THE SCIENCES AT YORK COLLEGE**

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Lenneen Gibson, Principal

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Queens High School for the Sciences at York College Visitor's Policy

The QHSS Community always welcomes the presence of alumni to share with the faculty their college experiences; however, to ensure the safety of our students and staff, the following policy is in effect. When visiting QHSS please follow the rules listed below.

1. Alumni will only be permitted to visit the high school unless to conduct official business such as: picking up an official transcript, obtaining additional documentation, or appearing for a scheduled appointment. In that regard, students are encouraged to call ahead to Ms. Barbara Wittstruck to make arrangements.
2. All visitors **MUST** have valid picture identification.
3. All students **MUST** sign in at the York College Public Safety front desk and will be issued a visitor badge. The visitor badge **MUST** be worn at all times. The nature of your visit must be told to the Public Safety officer.
4. All visitors **MUST** be escorted to and from the high school upon arrival and departure.