

NEW HORIZON SCHOOL

North of Humayun's Tomb, Hazrat Nizamuddin, Mathura Road, New Delhi – 110013

SOP for Visitor/s to meet Principal or Class/Subject Teacher

Procedure to meet Principal or any Subject/Class Teacher:

1. If any Parent wants to meet any subject or class teacher except PTM. They should take prior appointment through e-mail, by sending note in school Almanac.
2. Teacher will check and provide suitable time for meeting.
3. Any Parent who wants to meet Principal Madam. They can come on 4th Saturday of the month or any working day, between 08:00 am and 10:00 am with prior appointment.