



Keypad access code – REKSAP - Severn

Dear parents,

The keypad access code for REKSAP Centres For Early Learning. Please review the following terms of use below.

Terms of Use

- **Access codes are for parents/guardians only.** At no time will children be given, or authorized to use, the code or key pad. Doing so can result in access code privileges being revoked.
- For safety purposes, upon entrance/exit of the building, you will not give access to others.
- **The access code permits access to REKSAP Centres For Early Learning only** (i.e., REKSAP areas). All other visitors must report to school office through the front door entrance.
- You must safeguard access code at all times (protect the access code when entering it on the key pad so it is not seen by others). When code is entered, the green light will activate indicating door is unlocked.
- Key pad will be active from 7:30am – 10:00am, and from 3:45pm – 5:30pm. At all other times, you must use front door of school and sign in at school office.

We feel the safety and security of the children to be paramount. Thank you in advance for your cooperation and support.



www.reksap.ca



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SEVERN: 2553 Severn Avenue | Ottawa | Ontario | K2B 7V8 | 613.828.3039

