

Your Child's Afternoon Plan

Weatherbee School Office has an email address

wboffice@rsu22.us

If your child is headed to an after school destination other than their usual routine, The office needs a written note(preferable) or an email. Please, do not email classroom teachers with after school plans. Teachers are not always able to check email during the day. Having the instruction in writing, helps save confusion and ensures that your child is going to the correct place.

Email Instructions: wboffice@rsu22.us or text your information using that email address in the "to" part of your text. It is incredibly helpful to be able to refer back to your written instructions when any questions arise. Please feel free to use this system if your child is going to be late or is sick, as well!

All dismissal notes/emails should include:

- **child's full name,**
- **teacher name,**
- **complete street address of destination,**
- **and bus number.**

Emails after 2:00 p.m. **will not** be accepted to change your child's after school plan.

If an **emergency** does arise after 2:00 p.m., you will need to call the Weatherbee Office at 862-3254.