

**Richfield Early Learning Center
School Emergency Drills
Documentation Form
2019-2020**

Type of Drill

Fire Drill

Tornado

Lock Down

Name of reporting school: Richfield Early Learning Center

School Year of Drill: 2019-2020

Date of Drill: September 10, 2019

Time of Drill: 9:15 (**AM/PM**)

This report is emergency drill #1 for the school year.

Name of person conducting drill: Jennifer Rivera

Title of person conducting drill: Principal

Building cleared in 45 minutes

Signature of person conducting drill:

Jennifer R. Rivera