

## Appendix 2—Tornado Safe Room Special Needs Form

If you plan to come to the Richland R-IV School District - Elementary Community Safe Room as a result of an extreme wind event (tornado watch/warning) for the Richland area and have special needs that we should be aware of, please complete this form as necessary and mail or bring to:

**Richland R-IV School District  
Dr. Tina Turner, Superintendent of Schools  
714 E Jefferson  
Richland, MO 65556-8202**

### RE: TORNADO SAFE ROOM SPECIAL NEEDS

Richland R-IV School District will accommodate your special needs to the best of our ability once you arrive at the Safe Room. The school cannot provide any services to you that are required off campus such as transportation to and from the Safe Room.

Name	Street Address	Phone	Email
Please list Special Needs:			

If you require the aid of an animal such as a Seeing Eye dog and want to bring it to the Safe Room with you, the following is required. Please circle the appropriate response:

**I require an aid animal: Yes No**

The aid animal must remain leashed or harnessed. Proper official documentation must be presented to identify the animal is a certified aid animal before it will be allowed inside the Safe Room. You should prepare an evacuation kit for your aid animal and bring it with you. Items to include in an emergency evacuation kit:

- Animal Identification (aid animal documentation, collar/harness tag, microchip)
- Water and drinking bowl if desired.
- Cleaning supplies for animal waste (wipes, disinfectant, garbage bag)
- Leash, collar or harness
- Medications (if animal is on medication)

**NOTE: You will be responsible for the actions of your aid animal.**

