

ASSISTANCE DOGS - Guidelines and Procedures

Request: An owner who wants to bring an assistance dog to school must submit a written proposal to the superintendent. The request must be renewed each school year or whenever a different assistance dog will be used.

Training and Registration: The handler will submit proof of registration as an assistance dog handler with each individual assistance dog they plan to bring to the school district. Such registration will be from the NEADS or such other assistance dog registering organization as determined by the superintendent. Such registration will remain current and in good standing at all times. All registration and training certificates will be maintained in the Office of the Superintendent.

Health and Vaccination: The handler will submit proof from a licensed veterinarian that the assistance dog is in good health and has been immunized against diseases common to dogs. Such vaccinations will be kept current and up-to-date at all times.

Licensing: The handler will submit proof of licensure from the local dog licensing authority.

Once a handler has been approved by the superintendent to bring an assistance dog on school district property, such handler shall adhere to the rules of his/her registering organization and the following rules of the school district:

- A. **Identification:** The handler and assistance dog shall wear appropriate identification issued by the registering organization identifying them as a registered handler and assistance dog. The handler shall bring only registered assistance dogs onto school district property and may bring only one such dog at a time. The handler shall not bring young children along to the school district when handling an assistance dog.
- B. **Health and Safety:** The handler will ensure that the assistance dog does not pose a health and safety risk to any student, employee, or other person at school and that the assistance dog is brought to the school district only when properly groomed, bathed, free of illness or injury, and of the temperament appropriate for working with children and others in the schools.

The building principal or designee is to receive a verbal report within fifteen (15) minutes of any act of aggression or defensive behavior by the assistance dog towards a human, which includes vocalizations such as growling, or any aggressive or inappropriate behavior by a student directed toward an assistance dog. A full written incident report shall be submitted to both the building principal and the superintendent, or designee,

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before the close of the following school day. An act of aggression or defensive behavior by an assistance dog will result in:

- a. An immediate end of the current student's session with the dog;
 - b. The prohibition of any further interactions between the dog and students for the remainder of the school day; and
 - c. Exclusion of the dog from campus until the superintendent, or designee, completes an investigation and authorizes the assistance dog's return to campus.
- C. **Control:** The handler will ensure that the assistance dog wears a collar or harness and a leash no longer than four feet and will maintain control of the assistance dog by holding the leash at all times that the assistance dog is on school district property, unless holding such leash would interfere with the assistance dog's safe, effective performance of its work or tasks. However, the handler will maintain control of the assistance dog at all times and will not tether the assistance dog to any individual or object.
- D. **Supervision and Care of the Assistance Dog:** The handler will be solely responsible for the supervision and humane care of the assistance dog, including any feeding, exercising, and cleaning up after the assistance dog while the assistance dog is in the school building or on school property. The handler will not leave the assistance dog unsupervised or alone on school property at any time except with prior permission of the Superintendent. The School District is not responsible for providing any care or supervision to the assistance dog.
- E. **Authorized Area(s):** The handler will ensure that the assistance dog has access to only such areas of the school building or properties that have been authorized by school district administrators.
- F. **Allergies and Aversions:** The handler will remove the assistance dog to a separate area, as designated by the school administrator, in such instances where any student or school employee who suffers dog allergies or aversion is present in an office, hallway, or classroom.

If a student demonstrates symptoms of an allergic reaction during or after a session with the assistance dog, the student's parents will receive written notification of the possibility of their student's allergy and that the student will not have any future sessions with the animal. If other students or staff in the same classroom demonstrate symptoms of an allergic reaction following a student's return to class after a session with the assistance dog, no further sessions with the assistance dog will be scheduled for students in that

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classroom and the parents of a student who demonstrated symptoms of an allergic reaction will receive written notification of their student's possible allergy.

- G. **Recordkeeping:** Volunteer handlers will sign themselves and their assistance dog in upon arrival at any school and will sign both out on departure from the building.

- H. **Exclusion or removal from School District Property:** An assistance dog may be excluded from school district property if a school administrator determines that: (1) The handler does not have control of the assistance dog; (2) The assistance dog is not housebroken; (3) The assistance dog presents a direct and immediate threat to others in the school; or (4) The assistance dog's presence otherwise interferes with the educational program. The handler will immediately remove his/her assistance dog from school property when instructed to do so by a school administrator.