

# SCH - Animals in School Policy

March 2022

Document Type	SCH – non statutory trust wide policy
Last Revision Date	New policy
Next Revision Date	March 2024
Owner	HEADTEACHER GROUP
Author	Governance and Process Manager
Version	1.0
Status	Approved by Curriculum and Behaviour Scrutiny Panel April 2022

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## 1.Aims

This policy outlines our rules for bringing, caring for and supervising animals at Mowbray Education Trust. We believe that animals can foster a friendlier and happier workplace which positively impacts on wellbeing for staff and pupils.

We also recognise that the presence of animals in our school can provide a valuable learning experience to learn about taking care and showing responsibility for animals as well as developing an understanding of the importance of the humane treatment of living creatures and can offer nurture benefits. We expect a clear educational purpose for an animal to visit the school.

It is the school's policy to notify pupil's parents when an animal is being introduced into the classroom. The school is particularly keen to support the introduction of service animals such as hearing dogs, therapy dogs or seeing dogs and this reflects the school's ethos of celebrating diversity and promoting inclusion.

However, we want to make sure that the animals do not disrupt learning and working, damage property or cause issues to the team and/or visitors.

We expect everyone to read and respect this policy.

### **This policy applies to the following schools**

Ab Kettleby Primary School  
Brownlow Primary School  
Sherard Primary School  
Somerby Primary School  
The Grove Primary School  
John Ferneley College

## 2. Legislation and guidance

This policy considers the requirements of the Health and Safety at Work Act 1974, Animal Welfare Act 2006, and the Equalities Act 2010

The Health & Safety at Work Act 1974 states that all employers have a duty of care to make their workplace safe for their employees and the public.

The Animal Welfare Act 2006 state that it is the duty of person responsible for animal to ensure welfare. (1)A person commits an offence if he does not take such steps as are reasonable in all the circumstances to ensure that the needs of an animal for which he is responsible are met to the extent required by good practice.

The Equalities Act 2010 prohibits service providers..., from discriminating against those who need an assistance dog with them. It also requires service providers to make reasonable adjustments for disabled customers.

## 3. Roles and responsibilities

Before any animal is allowed on the premises for wellbeing purposes, you must provide the following information via email (Appendix 1) to the headteacher of the school to which you will be

bringing the animal.

- Assurance that all precautions will be put in place to minimise allergies or other medical problems to people or other animals
- Confirmation that your animal is adequately toilet and obedience trained
- Provide details of your animal: name, breed, age, recent photograph
- Confirmation that your animal is clean, appropriately vaccinated, and free of parasites
- Sign the liability statement (Appendix 2)

Dogs will not be considered for inclusion until they are, at least 1 year old and adequately trained. All dogs should be kept on a lead in the school. The owner is responsible for informing others of their dog's presence. If your dog is unwell, they are not permitted into the school.

As a member of staff, should you wish to bring your dog in for the day please make a request to the headteacher of the school stating the day you wish to bring your dog in. The headteacher will consider the request and inform you of their decision, the headteacher has the right to refuse any animal visit to school. Each request will be taken on its own merit with the consideration of pupils, staff and events in school on that day.

For animals visiting for educational purposes, authorisation must also be sought from the headteacher of the school. This must clarify the learning opportunity for the pupils. Once agreed in principle, a letter must be sent to parents explaining about the animal visit and asking families to advise the school of any allergies or fears the children may have. Mowbray Education Trust understands there may be cultural views towards animals and once informed will mitigate to respect the wishes of parents/carers. The headteacher may, on receipt of parental/staff information, revoke the initial agreement in principle.

If a visit is agreed all staff must complete a risk assessment form prior to the introduction of an animal in the school/classroom which must be signed off by the Headteacher. Prior to the visit, pupils should be reminded of what is appropriate behaviour around animals. Pupils are likely to become excited and it is important that they react calmly and carefully around the animal(s). Pupils should be reminded to always wash their hands after touching or handling an animal. On the visit the animal should be restrained on a lead or in a suitable carrier. This applies to days when school is in session, prior to the start of school and for any time after the school day, whenever the animal is on the school premises. Transportation of animals to and from school will be the responsibility of the animal's owner. No wild animals or protected animals will be purposely brought to the building or on school grounds by anyone other than an authorised or licensed animal handler.

There will be no physical contact between the animal and pupils unless it is an integral part of the learning with prior approval received from the Headteacher.

Should any pupil or adult be scratched or bitten by an animal at school, first aid must be administered immediately and in the case of a pupil, parents will be called. Allergic reactions cannot be discounted from handling animals, or just from being near them. Pupils known to have allergic reactions to dogs must have their access restricted. A copy of any incident report (signed by the Headteacher) will be sent to the involved family and the policy for animals in school will need to review accordingly.

## Owner Responsibility

- Animals must be supervised by an adult at all times in the school.
- Owners are solely accountable and responsible for their animal's behaviour.
- Animals must be walked only in permitted outdoor areas.
- Owners should clean up after their animals with mess cleaned up and removed from site.
- Owners must make sure their animal does not wander into restricted areas.
- Make sure their animal does not endanger themselves or others.
- Make sure their animal does not damage company or employee property
- Make sure their animal does not distract others in school (e.g., barking constantly, climbing on desks, dog play)

If any of these occur, it falls to the headteachers' discretion to determine the seriousness of the animal's actions. Owners will also be responsible for any expenses and cleaning resulting from their animal's behaviour.

## Children with Medical Concerns

Health issues must be considered when assessing the appropriateness of animals in the school. Prior to the consideration of the introduction of an animal to the school or classroom, the teacher should review the medical notes of the pupils in their class to ensure there is no conflict.

It is the policy of the school to consider the safety, health and well-being of every pupil when making decisions regarding the introduction of animals to the classroom. When there is a conflict in this area, the Headteacher will confer with the staff member to find an agreeable solution to the matter in consultation with others, e.g., the parents and pupil, school and others as appropriate. If pupils have petted an animal, it is essential that they wash their hands after the activity and that this is supervised to ensure that it is thorough.

## Headteacher's Responsibility

The headteacher should

- Provide a happy and healthy environment for staff and children
- Ensure all staff, children and visitors feel safe in the workplace
- Take team member's concerns seriously and investigate as soon as complaints are received

Headteachers have the right to review and make reasonable adjustments to the Animals in School policy as and when required to ensure the safety and wellbeing of the school community.

## 4. Inclusivity

### Service/Assistance Animals

This policy does not apply to service/assistance animals. They are allowed to move freely with their owners. If any problem arises because of service animals, we will make appropriate accommodations to resolve it.

### Restrictions

Please respect the below-restricted areas where dogs are not allowed:  
Any classroom or office where prior agreement of attendance has not been arranged.

## **5.The Care and Humane Treatment of Animals**

Animals visiting the school will be handled, treated, and cared for in a humane manner. Enclosures must be appropriate to the animal, and it is the responsibility of the owner to ensure that the animal has sufficient food, water and a comfortable environment to reduce the stress for the animal.

In line with RSPCA guidance the school does not support the keeping of pets on the school site.

## **6.Parents Bringing Dogs into School Grounds**

Parents are reminded that dogs are not allowed on school grounds while walking their children to or from school

## **7.Monitoring of the policy**

This policy will be reviewed on a biannual basis, if legislation changes or if there is a significant incident in any setting across the Trust involving a visiting animal. The policy will be approved by the Curriculum and Behaviour Scrutiny Panel.

# Appendix 1

Owners Name.....	Confirm Y/N	
Request to bring dog into school on (date).....		
For the purpose of .....		
Assurance that all precautions will be put in place to minimise allergies or other medical problems to people or other animals (Animals specific allergenic status and confirmation of information regarding pupils with allergies are known.)		
Confirmation that your animal is adequately toilet and obedience trained		
Provide details of your animal: name, breed, age, recent photograph		
Confirmation that your animal is clean, appropriately vaccinated and free of parasites		
Sign the liability statement (Appendix 2)		
Office use only	Approved by	
	Name of Dog	
	Name of Owner	

# Appendix 2 Liability Statement

In consideration of being permitted to bring an animal to the school, the animal owner does hereby unconditionally agree to take any and all liability, claims, demands, actions and causes of actions arising out of or related to any loss, damage or injury that may be sustained by any person, other dog or property in connection with or related to his/her dog in the workplace.

The employee dog owner further hereby agrees to take full responsibility of the actions of their dog and protect and indemnify (client name) from any loss, damage, liability and expense, including legal fees, that may be incurred as a result of injuries to persons or other animals or damage to property, directly or indirectly associated with the employee bringing his/her animal to the workplace.

By signing this agreement, the employee animal owner expressly acknowledges and represents that he/she has carefully read the foregoing terms and conditions and the (client name) Animals in the Workplace Policy and understands the contents thereof.

Date:		
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Signature of Owner		
Print Name		

## Appendix 3

RISK ASSESSMENT					
School:		Activity	Animal being brought into school for wellbeing/nurture/educational activities		
Assessment carried out by:		Date:		Date of Review:	

What are the Hazards?	Who might be harmed and how?	Existing Control Measures. What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Completed
<p><b>Animal biting/snapping</b></p> <p><b>Animal becoming distressed and unpredictable</b></p>	<p><b>Pupils/Staff</b></p> <p>Animal nips/bites</p>	<p>-Assessment of educational/wellbeing/nurture purpose for a animal being brought into school.</p> <p>-Animal being brought in is from a recognised organisation that can provide evidence of regular behaviour assessments regarding such issues as:</p> <ul style="list-style-type: none"> <li>- Tolerance of rough handling</li> <li>- Noise sensitivity</li> <li>- Reaction to stressful situations</li> <li>- Being around large numbers of young children in unusual environments.</li> </ul> <p>-Temperament regularly assessed.</p> <p>-Consider the size/breed of the animal being brought into school in relation to the age group of children.</p> <p>-Organisation has public liability insurance.</p> <p>-Parents/Carers have been informed of the visit and the extent of the interaction and given their permission; and</p> <p>-Opportunity for pupils to not take part in the activity if requested by the parent.</p>	<p>- Arrangements in place; where will the children greet the animal; this should be decided prior to the visit and in conjunction with the organisation bringing in the animal.</p> <p>- The extent of the interaction, how many children will be greeting the animal, etc.</p> <p><b>You may have further actions that you may wish to add</b></p>	<p><b>Name of person responsible to be added here</b></p>	<p><b>Realistic time frame to be added</b></p>	<p><b>Sign and date when further actions have been completed</b></p>



<b>Pupils becoming distressed/anxious which may create a stressful situation for pupils and the animal</b>	<b>Pupils/Staff</b> May create a stressful situation for the animal which may act unpredictable causing bites/snapping	<ul style="list-style-type: none"> <li>-Permission slips received from all pupils participating liability insurance.</li> <li>-Alternative activity for pupils not participating.</li> <li>-Pupils informed of how to behave around animals prior to visit. This should reflect the age group of the children. Small manageable groups of pupils being brought to meet and greet the animal.</li> <li>-Supervisors to be vigilant of pupils and what steps to take if a pupil does become distressed or anxious; and</li> <li>Agreed actions in place with organisation that will be taken if the animal begins to show distress/anxiety.</li> </ul>		Name of person responsible to be added here	Realistic time frame to be added	Sign and date when further actions have been completed
<b>Allergies</b>	<b>Pupils/Staff</b> Unknown allergies may present. Known allergies may not have been disclosed	<ul style="list-style-type: none"> <li>-letters home with explanation of event involving animal with clear feedback expectation from parent</li> <li>-distance kept between animal and pupils</li> <li>-some medical measures available</li> <li>-emergency contact details for pupils readily available</li> <li>-supervisors be vigilant of pupils</li> </ul>		Name of person responsible to be added here	Realistic time frame to be added	Sign and date when further actions have been completed
<b>Poor hygiene</b>	<b>Staff/Pupils infection</b>	<ul style="list-style-type: none"> <li>-Good hygiene practices followed.</li> <li>-Hands should always be washed after interaction with a animal.</li> <li>-Pupils/Staff not to consume food when interacting with a animal or feed the animal.</li> </ul> <p style="color: red;">You may have other existing precautions you wish to add</p>		Name of person responsible to be added here	Realistic time frame to be added	Sign and date when further actions have been completed

