

Instruction

Exhibit – Guidelines and Application for Using Animals in School Facilities

To be submitted to the Building Principal

This application must be approved before an animal may be brought into any school facility.

Animals may be brought into the classroom or learning center for educational purposes, provided prior permission is received from both the supervising teacher and the Building Principal. These guidelines must be followed by anyone, including a staff member, wishing to bring an animal into the school facility.

Please print

Name and type of animal	School Facility
Materials (i.e., cages, food, etc.)	Date(s) requested
Educational purpose	

Guidelines for Using Animals in School Facilities

Applicant responsibilities:

1. The applicant must have a plan that assures the animal is appropriately housed, humanely cared for, and properly handled.
2. No wild animal or animal that poses a known risk to humans or other animals may be brought into the school facility.
3. Animals are not to be transported on school buses.

Staff Member responsibilities:

1. The staff member signing the application must assume primary responsibility for the animal.
2. Before submitting the application, the staff member must check with the school nurse regarding any known allergies among students in the school. If allergies exist, the staff member must contact the parents/guardians for directions.
3. The applicant must provide to the school office a certificate demonstrating that the animal’s vaccinations, if applicable, are current.
4. Only the staff member or students designated by the staff member are to handle the animals.
5. Animals shall not be kept in the classroom or school building over an extended weekend or break in the school calendar. An extended weekend is defined as a period of three or more days.
6. If an animal bites someone at school and the skin is pierced, the staff member must report the incident immediately to the school office, who will assume responsibility to notify public health authorities.
7. The animal’s owner agrees to hold the District, its employees, agents, and assigns harmless for any injury to, including death of, the animal.
8. In the event the animal is a therapy dog, the animal’s owner shall provide the Building

Principal with the following documentation:

- a copy of the therapy dog's passing test score indicating certification;
 - a copy of annual or bi-annual updated therapy dog certification, if appropriate; and
 - a copy of the animal owner's annual homeowner's insurance policy.
9. The animal's owner, if different from the person making the application, must sign below demonstrating that he or she granted permission for the animal to come into the classroom and agrees to the conditions set forth in this application.

I agree to abide by guidelines stated in this application.

Applicant (*please print*)

Telephone Number

Address

Applicant's Signature

Date

Classroom Teacher (*please print*)

Classroom Teacher's Signature

Date

Animal Owner's Name if different from applicant (*please print*)

Animal Owner's Signature

Date

The building Principal will base his or her decision on the information being provided in this application as well as other criteria deemed important. *Note to building Principal or designee: after approving or denying this application, return a copy of it to the applicant and keep the original in the school office.*

Approved

Denied

Principal's or Designee's Signature

Date

Superintendent's Signature

Date

APPROVED: February 28, 2019