



## Animal Policy



### Help for non-English speakers

If you need help to understand the information in this policy, please contact Apollo Bay P-12 College.

## 1. PURPOSE & OBJECTIVE

To explain to our school community the rules and procedures we have in place in relation to dogs attending our school grounds. This includes the procedures in place for our wellbeing dog program to support student engagement and mental health.

## 2. DEFINITIONS

An **assistance dog** is trained and certified by a registered organisation to perform tasks or functions that help a person with a disability to alleviate the effects of the disability.

A **wellbeing dog** is a dog that has been suitably trained to provide animal-assisted wellbeing programs under the control of his/her handler.

A **handler** is a volunteer in the school who is responsible and in control of a wellbeing dog while on school grounds and when facilitating the animal wellbeing program.

A **pet dog** relates to any dog that is privately owned in the community for companionate reasons, rather than as a support function that requires specific skills or training.

A **stray dog** is any dog that is not accompanied by their owner.

This policy relates to any animals on school grounds, not just dogs. Throughout this document, wherever “dogs” are mentioned, it is implied that it relates to all animals.

## 3. POLICY FOR ANIMALS PERMITTED ON SITE

### Assistance dogs

Apollo Bay P-12 College understands its obligations under the *Disability Discrimination Act 1992* (Cth) and the *Equal Opportunity Act 2010* (Vic) and will make reasonable adjustments for members of our school community with a disability who require an ‘assistance animal’ to help alleviate the effects of their disability. Assistance animals are permitted to attend our school with their handler. Our school Principal can lawfully ask a person to produce evidence that an animal:

- is trained specifically to assist a person to alleviate the effects of a disability (e.g., seeing eye dogs, hearing and physical assistance dogs)
- meets standards of hygiene and behaviour appropriate for a school environment.

We understand that in some circumstances, students may require an assistance animal to attend school to help them to participate in their educational program. Apollo Bay P-12 College will consider a request by a student with a disability to allow an assistance animal to attend school with them on a case-by-case basis. If you would like to discuss this further, please contact the main office via email [apollo.bay.p12@education.vic.gov.au](mailto:apollo.bay.p12@education.vic.gov.au)

## Wellbeing dogs

It is recommended that schools develop a risk management plan in order to identify foreseeable risks of harm associated with having a wellbeing dog at school and take reasonable steps to fulfill their duty of care, and other legal obligations.

**Occupational Health and Safety:** Principals have a legal responsibility to provide a healthy and safe environment for staff and others on the premises in accordance with the legislative requirements of the *Occupational Health and Safety Act 2004* and the *Occupational Health and Safety Regulations 2007*.

This means, for example, that the school will need to consider the needs of staff members and students in relation to the wellbeing dog, and should consult with staff and the parent community to ensure there are no safety concerns that you should take into account. We also recommend that steps are taken to verify that the animal has undergone adequate behavioural training (for example, by engaging a professional wellbeing dog trainer) and is properly restrained around staff and students to avoid injuries.

**Liability in the event of attack or injury:** Under section 29 of the *Domestic Animals Act 1994*, the person 'in apparent control' of the dog at the time that a dog attacks or bites any person (or even if the dog 'rushes at or chases any person') is guilty of an offence, **whether or not they are the owner of the dog**. Various penalties can be imposed under the section, and a court may require the payment of compensation if a person is found guilty. Any staff members responsible for the supervision of a dog on school premises should be made aware of these obligations and the school should ensure they feel comfortable with this responsibility and managing the dog.

Apollo Bay P-12 College supports the use of wellbeing dogs for the benefit of our students subject to the conditions of this policy. The role of the wellbeing dog is to support the social and emotional needs of our students, under the guidance and supervision of their handler and other school staff.

Apollo Bay P-12 College has the option of engaging a wellbeing dog who supports our student's mental health and engagement. Our wellbeing dog must be suitably trained and integrated into the school community. For example, a dog should be trained to Guide Dog Victoria standard or equivalent.

Recognised benefits from working or visiting with a wellbeing dog include:

- reduced stress and anxiety, including decreased learner anxiety behaviours
- improved physical and emotional wellbeing
- improved self-esteem, empathy and interpersonal skills
- improved relationship building and ability to pick up on social cues
- improved attendance (for disengaged students or students at risk of disengaging).

Examples of activities students may engage in with the wellbeing dog include:

- petting the dog
- speaking and reading to the dog
- giving the dog commands that the dog is trained to respond to.

Where possible, Apollo Bay P-12 College will only engage with low-allergen wellbeing dogs. Apollo Bay P-12 College will take care to avoid, where possible, contact between the wellbeing dog and students, staff, and visitors where the school is aware they have allergies to dogs.

Staff, students and visitors are requested to notify the school of any health or safety concerns about the wellbeing dog. We are committed to consulting with students and parent(s)/carer(s) in relation to any such health or safety concerns so that appropriate arrangements can be made on a case-by-case basis.

Wellbeing dog standards and procedures

- There will be a maximum of one school wellbeing dog at any given time.
- When the wellbeing dog is on school grounds they will be under the supervision of a handler or staff member. The wellbeing dog will not be unsupervised or alone with students. A safe area separate to the school classrooms and offices will be allocated to the wellbeing dog and their handler where they will spend time when they are not working with students.

- The handler will ensure that the wellbeing dog does not pose a health and safety risk to any student, employee, or other person at school and that the wellbeing dog is brought to school only when properly groomed, bathed, free of illness or injury and of the temperament appropriate for working with the school community. In the event the school is made aware that the dog triggers a student's health condition (for example, allergies or asthma), the school will notify the student's parent/carer(s) and ensure appropriate steps are implemented to minimise health risks.
- The wellbeing dog will be appropriately identified while on school grounds by wearing a colour jacket or colour harness with appropriate wording displayed to let people know its purpose on school grounds.
- No student or staff member will be required to interact with the wellbeing dog. If a student indicates that they wish to overcome any fear of dogs, they can be supported to do so with coaching in a controlled environment with the wellbeing dog and their handler.
- The wellbeing dog program will be communicated to parent/carer(s) at the beginning of the year in the school newsletter, and on student enrolment. In these communications, parent/carer(s) will be given the opportunity to 'opt out' of the program for their child, raise any concerns or update student medical information (such as allergies or asthma) which may be triggered by a visit from the wellbeing dog.

## 4. PET DOGS

Apollo Bay P-12 College is not a public place, and our Principal has the authority to permit or decline entry to school grounds and impose conditions of entry.

Whilst Apollo Bay P-12 College understands that many families in our school community keep dogs as pets, to ensure that our school remains a safe and inclusive place for everyone, pet dogs are not permitted on school grounds under any circumstances.

Our school community is diverse and may include people that are allergic or uncomfortable around dogs. We are also conscious of the health hazards that may be posed by dogs. We ask that families please leave their pet dogs at home or safely tether them outside school grounds when attending our school or school events.

## 5. STRAY DOGS

Unaccompanied or stray dogs sighted at our school should be reported immediately to the school office. School staff will contact municipal authorities and/or Victoria Police for assistance in managing and removing a stray dog from school grounds, and ensure staff and students remain safe at school.

## 6. COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Our school's website
- Included in staff induction processes and staff training
- Included in staff handbook/manual
- Discussed at staff briefings/meetings as required
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

## 7. RELATED POLICIES AND RESOURCES

The following school policies are also relevant to this Animals Policy:

- [Duty of Care Policy](#)
- [Visitors Policy](#)
- [Volunteers Policy](#)

See the Department’s Policy and Advisory Library (PAL):

- [Child Safe Standards](#)
- [Duty of Care](#)
- [Visitors in Schools](#)

## 8. COMMUNICATION

This policy will be communicated to our school community in the following ways

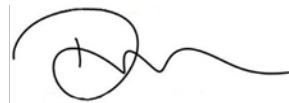
- Available publicly on our school’s website
- Included as annual reference in school newsletter
- Made available in hard copy from school administration upon request

## 9. POLICY REVIEW AND APPROVAL

Policy last reviewed	November 2022
Consultation	November 2022
Approved by	Principal
Next scheduled review date	November 2024



Brian Humphries  
**Principal**



Dan Holthouse  
**College Council President**