



KMS 556

Dogs on Campus Policy



Created by:	Health & Safety Advisor	Review date:	July 2019
Approved by:	SMT	Responsibility for Review:	Health & Safety Advisor
Date approved:	December 2017		

POLICY STATEMENT

The purpose of this Policy is to provide a practical framework to regulate and control the *bringing* of dogs onto the campus by both staff and students.

It is a privilege and not a right to bring a dog onto the campus and it is the responsibility of the owner to make sure that the animal is cared for correctly without causing a disturbance to people or damage to property.

REASONS FOR THE POLICY

- To ensure the health, safety and welfare of staff, students and all visitors to the College
- To ensure the health, safety and welfare of all dogs whilst upon the Campus
- To ensure that the working business of the College is not disrupted in any way and that the College is able to continue to convey a professional image at all times
- To have careful regard to the concerns of staff, students and visitors who may not wish to come into close contact with dogs for whatever reason

DEFINITIONS

RSPCA means The Royal Society for the Protection of Animals.

“Designated classroom” refers to any classroom or other area where the presence of a dog has been specifically requested as a teaching resource.

WHO SHOULD KNOW ABOUT THIS POLICY

All staff, students and visitors at Kingston Maurward College.

HISTORY

This policy was instigated in September 2008 to clarify conditions in which dogs may be brought to Kingston Maurward College.



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PROCEDURE

Dogs owned by Staff

- There will never be a presumption that it is acceptable to bring dogs onto the campus. Written approval to keep a dog on campus should be obtained from the staff member's Academic Manager in cases where dogs genuinely need to be used for teaching purposes.
- Staff should avoid bringing dogs to work with them (unless required for teaching purposes), if alternative arrangements can be made to leave the dog at home (or elsewhere) in the proper care of somebody else.

- If necessary, dogs owned by staff may be brought on to the Campus and kennelled in the Animal Welfare and Science (AWS) department for a daily fee.

This arrangement must be via pre-booking with an AWS technician and on the understanding that exercising the dog is the owner's responsibility.

As part of student duties dog exercising can be arranged and dogs may be used for teaching purposes where appropriate (e.g. grooming, health checks, restraint, etc).

Dogs may be used in lessons for direct teaching or as a medium for some students as this can provide a positive experience for both dog and student; however this will be discussed and agreed with the technician and the owner as it may not be suitable to the temperament of all dogs.

Before a dog is used in a lesson a risk assessment must be created and all students should be asked if they are comfortable with the dog being in the vicinity.

- When you embark on pet ownership it is your responsibility to provide for the care and welfare of that animal, including worming, vaccination and treatment to prevent flea or similar infestation.

All dogs brought onto campus must have a current and valid vaccination certificate and owners must hold valid Public Liability Insurance in respect of damage, injury or loss caused by the dog.

Proof of vaccination and insurance will be required by AWS prior to kennelling.

- Dogs must be properly looked after in accordance with the Animal Welfare Act. All dog owners run the risk of prosecution by the RSPCA if their guidelines are breached and a dog suffers as a result. The College has taken the decision to ban dogs from being kept in cars at all times while on Campus: this applies to both staff and students.
- All dogs must be kept on a lead and under close control at all times.

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- Dogs should only be exercised on public bridlepaths on and around the campus. Dogs are not to be exercised within fields or taken into the farm building complexes at either Stinsford or Higher Dairy.
- Faeces must be picked up, placed within a sealed plastic bag and disposed of within a dog litter bin at all times.
- Staff may not take dogs into classrooms (other than designated classrooms), student residential accommodation and other public areas (Main Reception, conference rooms, the Coach House Café, lavatory facilities, the Animal Park and Gardens are examples).
- Dogs are not permitted to enter areas where food is prepared or eaten at any time.
- Dogs are not permitted in the LRC at any time.
- Dogs are not permitted in College transport at any time.
- Dogs are permitted in the formal gardens and some areas of the Animal Park provided that they are on a short lead at all times.

Resident Staff

- Staff that are resident within properties owned by the College (by virtue of Service Occupancy or Tenancy Agreements) must also observe any specific terms and conditions detailed within individual tenancy agreements pertaining to the keeping of dogs (and other pet animals) within individual properties.

Requests by tenants to keep dogs within residential properties will be considered sensitively.

Dogs owned by Students

- Students must not bring dogs onto the campus unless asked to do so by a member of staff in order to facilitate animal care (or similar) tuition and being part of organised teaching activities e.g. dog grooming and must be kept in kennels.

Grooming Salon

- Dogs in the grooming bays are supervised at all times and this policy is not intended to affect the way in which this area of the College operates.



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Termination of permission

- A member of SMT may terminate any consent given to keep a dog on the campus at any time and without prior notice if it is considered that such termination to be appropriate.

Assistance Dogs

- Assistance dogs are exempt from the restrictions contained within this policy but must be properly looked after in accordance with The Animal Welfare Act guidelines, vaccinated and insured.

They must be kept under control at all times and may not be exercised other than on public bridleways.

Relevant staff should be notified in the likelihood of an Assistance Dog being brought into the College.

HEALTH AND SAFETY

As detailed in the Health, Safety & Welfare Policy, the College is required to provide a safe and healthy working environment.

Dogs in the workplace may prevent the College from fulfilling its duties for the following reasons:

Emergency Situations

- The presence of dogs in an emergency situation, such as fire evacuation, could seriously hinder swift egress and lead to the owner putting themselves at risk in order to rescue their pet.

Fear of Dogs

- The College must acknowledge that some staff or students may be fearful of dogs to the point of acute phobia, such as cynophobia, the abnormal fear of dogs.

Their wellbeing is of utmost importance and must be seriously considered.

Allergies

- Dog hair may cause mild to severe allergic reactions in certain people: if dogs are only allowed in designated classrooms this could be kept to a minimum.



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Distraction

- The presence of a dog in the workplace may cause a distraction to staff and students.

Dogs should only be in those classes where they are being 'used'. If the dog is not required for the complete lesson then it should be suitably restrained at other times.

Standards of Cleanliness and Hygiene

- The ability of the College to maintain high standards of hygiene is of utmost importance.

Dogs may shed hair that could lead to the need for additional cleaning, at the College's expense. There is also a risk that dogs may soil carpets and flooring, again leading to the need for additional cleaning. Provided dogs only enter designated classrooms the impact of this could be minimised.

Damage to College Property

- If a young dog is brought into the workplace, there is a greater likelihood that they may cause damage to furniture and fittings, through chewing, scratching and clawing.

There is also a danger that a young dog unsupervised – for example while its owner is teaching – may chew cables or poisonous substances.

Toxocariasis

- Toxocariasis is an infection caused by parasites known as toxocara canis. The toxocara canis parasites live in the digestive system of dogs.

Parasite eggs can be released in the faeces of infected animals and contaminate soil. If someone accidentally ingests small particles of contaminated soil, they may develop toxocariasis that could lead to blindness.

Provided dogs are wormed regularly and, more importantly, faeces are picked up immediately this risk can be minimised.



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