

College Code of Practice Dogs and Cats on All College Premises (Sparsholt and Andover) CCOP 0496



In order to address issues in respect of animal welfare, and the health and welfare of the College community as a whole, the following College Code of Practice will apply to both the Sparsholt and the Andover College campuses.

- 1 Dogs/cats must **not** at any time be left in vehicles on any College site.

Besides being in contravention of College rules on bringing animals onto site, you should be aware of the Abandonment of Animals Act 1960. Abandonment is defined as a physical leaving unattended of the animal in circumstances where suffering is likely and where there is sufficient evidence to prove that the owner/charge has relinquished, wholly disregarded or given up his/her duty to care for the animal. This College takes very seriously any action which may cause distress to any animal at any time and has no hesitation in reporting incidents to the RSPCA.

Working Dogs in Vehicles (Exception)

Working dogs that are going to be used in student practical will be allowed to be left in staff vehicles for a short period of time.

Reception and the curriculum administrators; (Agriculture, Game and Wildlife/Animal Management), must be informed of the following;

- Make and model of vehicle
- Registration number
- Colour of vehicle

A notice giving permission for the dog to be left in the vehicle, must be displayed in prominent position within the vehicle. The notice will have the College logo and the words;

‘Working dogs being used for teaching with permission: –

Robin Taylor-Milton - Agriculture
Martin Edwards - G & W

Appendix A – Working Dogs Notice and Register

When working dogs are around for longer periods of time on the College site, they would need to go into temporary kennels

- 2 Students and members of staff are **not** allowed to keep, or bring, a dog/cat onto the College premises during normal working hours or when other College functions are taking place. The only exceptions are:

- (a) where approval has been given and the dog/cat is registered with the Animal Management Centre Manager or the H o F Land based. In this circumstance staff/students must comply with arrangements made by the H o F for the housing of their cat/dog or the exercising of their dog.
 - (b) where approval has been given by the H o F for a dog/cat to be on site at a specific time as a requirement of a course programme. This would normally only apply to the Animal Care/Management course programmes.
 - (c) where a member of staff lives in a private residence on site.
 - (d) where a dog is passing through a College campus via a public right of way.
 - (d) when dogs are housed within the Animal Management Centre, Veterinary Nursing Centre or Dog Grooming Centre and Kennels for use in student practicals and are registered with the Animal Management Centre.
- 3 Dogs/cats are not allowed into any of the College buildings at either campus, including halls of residence, classrooms, offices, Farm and Equine buildings. The only exceptions are alerter dogs, guide dogs for the blind and where approval has been given by the H o F for a dog, or dogs, to be used for a specific period of time as part of a course programme.
- 4 **All** dogs must be kept on a lead in the vicinity of the College Farm buildings and the Equine Unit, in the vicinity of any game and livestock and around the main college campus. Dogs may be let loose for exercise on the verges surrounding farm roads or in the fields on the College estate provided that they are kept under control and cause no harm to livestock, growing crops or game. Public and recreational areas on the College sites **must not be used** as an exercise area for dogs including -
- (a) the sports fields, golf greens and all adjacent grass areas (Sparsholt)
 - (b) grassed and landscaped amenity areas on campus (both campuses)
 - (c) the main car parks and the roads leading to them (both campuses)
 - (d) the grassed area adjoining the main student car park (Sparsholt)
 - (e) the horticulture department (Sparsholt)

Any such areas fouled by dogs when travelling between destinations should be cleared immediately by the person responsible for the animal at that time. It is the responsibility of such a person to dispose of the faeces safely e.g. by way of the College incinerator (Sparsholt) or allocated waste bin adjacent to the entrance to the Animal Management Centre (Sparsholt). There is no such facility at Andover College and any dog faeces must be disposed of in a dog public waste bin.

- 5 All dogs coming onto site must possess a current certificate of vaccination and proof of regular worming. All cats must be vaccinated against feline enteritis and influenza. Anybody wishing to exercise their dogs on the College Farm must apply for an official **College Permit** from the **Farm Office** to comply with FABBL requirements. Worming tablets can be obtained from the Farm Office at cost price. If you require further information, please contact the Farm Administrator by email – helen.smith@sparsholt.ac.uk.
- a. Dogs coming to the college for grooming or for boarding may be required to have additional protection (e.g. kennel cough) dependent upon current

veterinary advice and codes of practice, please contact bjorn.holm@sparsholt.ac.uk for further information.

- 6 Owners of dogs and cats who live on site are strongly recommended to get their pet micro-chipped and photographed and to collar and tag their animal to aid identification.

What To Do If You Discover A Stray/Nuisance Dog/Cat, A Dog/Cat Left In A Vehicle, An Unauthorised Dog/Cat on Campus

If you become aware of a stray or nuisance dog/cat on site, a dog/cat that has been left in a parked vehicle, or a dog/cat that is not authorised to be on College campus please notify one of the following staff members/teams as soon as possible, who will then take the appropriate action.

When notifying a designated staff member/team please provide full details – eg exact location of dog/cat, vehicle registration (if appropriate), name of dog/cat owner (if known), the nature of the problem, etc.

Sparsholt Campus – Health and Safety Officer on 797481
- Premises Office 01962 797310/7599
- Reception 01962 776441

Andover Campus - Premises Section on 01264 360028
- Reception 01264 360000

Out of working hours

Sparsholt Campus - Duty Warden on 07715 043855
Site Duty Officer on 07715 043858

- **Andover Campus** – Premises Supervisor on 07872 676739

This CCOP updates all previous arrangements and apply to **all** staff, students, visitors and contractors on the Sparsholt and Andover campuses.

CCoP0496

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