

# Assistance Dogs on Campus Policy

*Valuing Others • Supportiveness*

## **Our Mission**

Raising Aspirations, Unlocking Potential, Advancing Futures

## **Our Values**

Excellence, Passion, Team Work, Integrity, Innovation,  
Sustainability, Valuing Others and Supportiveness

## **Sparsholt College Hampshire, incorporating Andover College**

The Sparsholt College Group (the College Group) includes Sparsholt College, Andover College, University Centre Sparsholt, Sparsholt College Services, Westley Enterprises and Andover Town Football Club. College Group policies apply to each part of the group unless specified otherwise.

The Assistance Dogs on Campus Policy was reviewed and confirmed by the College Wellbeing Committee in June 2024 and supersedes previous versions.

Originator:	Vice Principal (EDI SLT Lead)
Located:	College Group intranet College website
EQI:	
Due for review:	June 2027

## **ASSISTANCE DOGS ON CAMPUS POLICY**

1. This policy relates only to assistance dogs (hereinafter referred to as 'the dog') that support students with a recognised disability. It does not include therapy dogs, or other animals that provide therapy for emotional support. It should be read in conjunction with CCOP0496 Dogs and Cats on All College Premises.
2. Sparsholt College Group (the College) must be notified in writing (and preferably at the time of application) in advance of arrival of the dog if a student will be bringing an assistance dog onto campus.
3. In this policy assistance dog means a dog with formal identification that has been specifically trained and accredited by a member of Assistance Dogs (UK), its partner agencies or equivalent organisation in another country or a dog assessed as demonstrating evidence in accordance with 4 below.
4. The College will assess individual cases where an assistance dog has not been accredited by a member of Assistance Dogs (UK), its partner agencies or an equivalent organisation in another country. Each case will be presented to the Assistant and Vice Principal to be reviewed. The student/applicant should provide evidence to demonstrate they: -
  - a. Have undertaken a temperament assessment with a suitably qualified instructor.
  - b. Have been trained to Assistance Dogs (UK) standards by a suitably qualified instructor.
  - c. Have been assessed to Assistance Dogs (UK) standards by a suitably qualified instructor.
  - d. Can provide evidence of their public liability insurance.

Evidence can be in the form of certificates, training and assessment records, insurance documents, testimonials from qualified and recognised professionals (this list is not exhaustive).

5. Assistance dog owners are responsible for ensuring that their dog is covered by public liability insurance.
6. A risk assessment is required for a staff or student assistance dog
7. The dog remains the responsibility of the student owner at all times and appropriate welfare measures must be in place to ensure the dog is given suitable rest breaks and access to food / water during the day. The student owner will be responsible for cleaning up any faeces from the dog and placing the waste in a designated dog waste bin whilst it is on campus.
8. The dog must wear a suitable labelled 'jacket' to identify it as assistance dog during its time at College whilst it is working and supporting the student. The jacket can be removed during rest breaks but this should be away from the

busy areas (e.g.; classrooms and catering facilities) of the campus.

9. The College must be given adequate time, prior to the arrival of the dog, to prepare the other students within the cohort for the presence of an assistance dog to ensure:
  - a. Appropriate behaviour of students whilst the dog is working;
  - b. Identification of other students or staff with an allergy to dogs;
  - c. Identification of other students or staff with a phobia to dogs.
10. Given the nature of the Sparsholt College campus and the presence of a wide range of species on campus, there are a number of areas that the dog will not be allowed access to:
  - a. Any fields containing livestock, unless permission is granted by an accompanying member of staff;
  - b. Any area of the Animal Management Centre that is within the BALAI zone and adjacent companion animal environs;
  - c. Laboratories, unless permission is granted by an accompanying member of staff.

It is the preference of the College that during these scheduled times the Dog is not brought to College, however if by prior agreement, appropriate support may be provided by the College for the student. If the dog is supporting a day student, it may be cared for by a Sparsholt member of staff or in a pre-agreed location such as the Dog Kennels (Sparsholt Only). A residential student will be expected to place the dog securely in their residential room.

11. The dog should comply with the relevant vaccination and worming regime as specified by the College and will provide evidence of this annually as requested.
12. The dog will not be allowed onto the campus if it is showing signs of ill-health and should not return to the campus until the symptoms have alleviated.
13. The dog must be registered with a vet and the details of the veterinary practice must be made available to the College on request.
14. For residential students with an assistance dog, a meeting will be required prior to arrival of the dog to ensure that the needs of both the student and the dog can be met. It is expected that a crate will be provided for the dog by the student for times when it is unaccompanied and in the student's bedroom.
15. The College will support the facilitation and training of the dog for a student prior to its arrival on campus. Familiarisation visits and training visits must be pre-booked and access to specified areas of the campus agreed with the AMC Manager – companion animals, and Residential Manager as appropriate.
16. Any external trainer coming onto campus with the dog must hold an

Enhanced DBS, (all ages) clearance and provide evidence of this. If a relevant DBS is not provided by the training charity, the trainer will need to provide the appropriate documentation to enable Sparsholt to undertake a DBS check on the trainer prior to them commencing training and familiarisation visits with the dog.

## Appendix A Assistance Dogs Notice and Register form

### Assistance dog registration form

An assistance dog is legally permitted to accompany its client, owner, or partner, at all times and in all places, within the United Kingdom. However restrictions apply at Sparsholt when operating within our Balai zone (our exotic animal collection has special animal health status, which brings biosecurity restrictions), and in other sensitive areas. It is the preference of the College that during these scheduled learning times the Dog is not brought to College.

Only registered assistance dogs will be allowed on site to support learners, they must adhere to stringent rules to ensure the safety of the learner/learners and staff

All assistance dogs must be registered with the college and permission must be granted before entry is allowed.

The dog is the owner’s responsibility. In the rare event that an assistance dog misbehaves, please inform the owner who will be keen to control their dog. The welfare of the dog is the responsibility of the owner, and they must ensure that the dog is kept fed, watered and cleaned daily.

When left the owner must ensure that If the dog accepts being in a crate then a crate is provided, otherwise provision of a bed is required, which is to be left in a location agreed in advance, such as with AMC staff during practical sessions within the Balai zone or other sensitive areas. The dog must be left in a designated area which must be confirmed prior to commencement of training.

Date:	
Charity your assistance dog affiliated too	
Contact detail for charity	
Evidence attached of vaccinations and any expiry date	
Evidence of Public Liability Insurance	
Please provide detail of veterinary practice the dog is registered with	
Confirmation of worming and flea treatment Y N	
Restrictions in place Y N	
Dog travel crate or blanket in place	

Designated area which must be confirmed prior to commencement of training, such as Dog Kennels (Sparsholt Only)	
Assistance Dogs on Campus Policy complied with	
Permission given to bring assistance dog on site	
Signature	
Date	