

# 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 The college operates a policy that no dog/cat or other animal should be allowed onto college property. The only exceptions are:
  - (a) Where an unregistered dog is passing through the College campus via a public right of way. The dog is not entitled to roam away from the path. See <https://documents.hants.gov.uk/countryside/dogsonyourland.pdf>
  - (b) Where the dog/cat meets the requirements of and is added to the central register by the Animal Management Centre Manager or the office of the Assistant Principal Animal Conservation Studies (and Vice Principal Andover). In all circumstances the animal owner must comply with the department requirements specific to the animal's welfare and the college requirements governing permitted areas (Section 3,4,5).

Examples may include:

- Where a member of staff lives in a private residence on site, a permanent registration will be issued.
- When dogs are housed within the Animal Management Centre, Veterinary Nursing Centre or Dog Grooming Centre and Kennels and for use in a student practical.
- Where a dog or cat is to be on site at a specific time as a requirement of any course, programme or sanctioned activity.
- An assistance dog. An assistance dog is legally permitted to accompany its owner at-all-times and in all places within the United Kingdom, however restrictions apply when operating within the BIAZA zone. These dogs and their owners are usually highly trained and qualified by one of the charitable organisations registered as members of Assistance Dogs UK. A risk assessment is required for a staff or student assistance dog. See *Assistance Dogs on Campus Policy for further information*.
- A staff therapy (support) dog may be permitted by the College in certain locations (such as Andover College) providing they also meet the applicable standards as set out by the Kennel Club and insurance

provision is verified.

<https://www.thekennelclub.org.uk/media/1935/bark-and-read-standards-of-practice.pdf>

A risk assessment is required for a staff therapy dog.

- Other temporary arrangements as agreed by the office of the Assistant Principal Animal Conservation Studies, for instance, contractors.

As part of the requirements to remain on the central register all dogs must possess a current certificate of vaccination and proof of regular worming. All cats must be vaccinated against feline enteritis and influenza.

2 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 Animal Welfare Act (2006) which aims to ensure that animals are not mistreated by humans. 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: --- from

Heads of:

Agriculture & G & W

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

Only 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 when operating within the BIAZA zone.

Staff therapy dogs will be permitted for certain locations (such as Andover College) providing they meet the applicable standards as set out by the Kennel

Club and insurance provision is verified.

<https://www.thekennelclub.org.uk/media/1935/bark-and-read-standards-of-practice.pdf>

- 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 assistance dogs, detection dogs, guide dogs for the blind and where approval has been given for a dog (registered), or dogs, to be used for a specific period as part of a course programme.
- 4 Registered dogs must remain on a lead and may only be let loose for exercise on the verges surrounding farm roads or in the fields on the College estate if they meet the requirements of the register, they are kept under control and cause no harm to livestock, growing crops or game.

To clarify they must remain on a lead around the main college campus, farm buildings, equine unit, as well as around any animals, game, or livestock.

Rules of the public right of way apply, as detailed in 1a.

- 5 Public and recreational areas on the College sites that **must not be used** as an exercise area (on or off the lead) for dogs include -
  - (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 allocated waste bins (Sparsholt). There is no such facility at Andover College and any dog faeces must be disposed of in a dog public waste bin.

- 6 The dog and its welfare and behaviour are the owner's responsibility in all cases, except when temporarily under the care of the staff at the Animal Management Centre.
- 7 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.

When notifying please provide full details, such as location of dog/cat, vehicle registration (if appropriate), name of dog/cat owner (if known), the nature of the problem.

**Sparsholt Campus** – Health and Safety Officer on 09162 797481  
- Premises Office 01962 797310/7599  
- Reception 01962 776441

**Andover Campus** - Premises Office 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

**If you see a dog in distress in a hot car dial 999.**

<https://www.thekennelclub.org.uk/health-and-dog-care/health/health-and-care/a-z-of-health-and-care-issues/car-dangers-on-warm-days/>

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

References

<https://documents.hants.gov.uk/countryside/dogsonyourland.pdf>

<https://www.thekennelclub.org.uk/health-and-dog-care/health/health-and-care/a-z-of-health-and-care-issues/car-dangers-on-warm-days/>

<https://www.thekennelclub.org.uk/media/1935/bark-and-read-standards-of-practice.pdf>

**CCoP0496**

Produced by	DMW	Animal Management	November 2009
Reviewed by	DC	Health and Safety Officer	February 2023
Checked by	JTP	Director of Estates	February 2023
Reviewed by	DC	Health and Safety Officer	May 2024
To be reviewed again no later than			May 2026