

Introduction

AWSSC recognizes that there are many occasions when animals are present on a School Corporation's property and many reasons for those animals' presence. Additionally, employees, students, parents/guardians, vendors, and other members of the public may be accompanied at school by a service animal in accordance with Federal and Indiana law and this policy.

Definitions

This policy shall apply to animals on school property being utilized as service animals.

Service animal as used in this policy has the meaning of the term in I.C. 16-32-3-1.5 and means an animal trained and providing services constituting a reasonable accommodation of performing tasks directly related to the person's disability for a person with a disability. The term includes animals trained as:

- a hearing animal;
- a guide animal;
- an assistance animal;
- a seizure alert animal;
- a mobility animal;
- a psychiatric service animal; or
- an autism service animal.

For purposes of this policy, companion animals are not considered to be the equivalent of service animals.

Vaccination, Licensing and/or Veterinary Requirements

All service animals admitted or housed on School Corporation property or brought on School Corporation property on a regular basis must meet every health and inoculation requirement set forth in State law and local regulation or ordinance, including but not limited to a current rabies vaccination.

Care, Treatment, and Condition of Animals

Animals kept on school premises shall be treated humanely and shall not be subjected to cruel treatment or housed in unsanitary or unnecessarily restrictive conditions. For purposes of this provision, "humanely" includes the provision of adequate food and fresh water, and the term "animal" means a sentient creature capable of assessing and responding to its environment.

All persons are prohibited by Indiana Code 35-46-3-11.5 from knowingly or intentionally interfering with the actions of a service animal or striking, tormenting, injuring or otherwise mistreating a service animal while the service animal is engaged in assisting an impaired person in navigation, assistance in performing daily activities, or alert signals regarding the onset of the person's medical condition.

The handler is responsible for caring for and supervising the service animal, which includes toileting, feeding, watering, grooming, and veterinary care. The handler should encourage the animal to use marked toileting areas.

A service animal shall have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control (e.g., voice control, signals, or other effective means). "Under control" also means that a service animal shall not be allowed to bark repeatedly in a quiet place. The handler may not allow the service animal to wander away from her and must maintain control of the animal, even if it is retrieving an item at a distance from the handler.

Service Animals for Students

A service animal shall be the personal property of the student and/or parents/guardians. The Board shall not assume responsibility for training, daily care, or healthcare of a student's service animal. By admitting a service animal to Corporation property, the Board does not assume responsibility for personal injury or property damage arising out of or relating to the presence or use of service animals on Corporation property or at Corporation-sponsored events. The owner and/or individual accompanied by a service animal is liable for any damage, harm, or injury caused by the service animal to other students, staff, visitors, and/or property. An individual with a disability may be charged for damage, harm, or injury caused by his/her service animal. If the person accompanied by the service animal is unable to handle the service animal appropriately, the parent should provide for care and supervision of the animal (either by parent or third party provided by the parent to accompany the animal). The parent or third party individual accompanying the animal shall be subject to all school corporation policies and procedures.

A service animal that meets the definition set forth in this policy shall be under the control of a student or the service animal's handler.

The principal will be responsible for reviewing and determining whether the required documentation has been provided for the student's service animal. Services to a student shall begin following receipt of the documentation for the service animal after providing the student or a parent/guardian a reasonable period of time to submit any required documentation.

A service animal shall be permitted to accompany the disabled student anywhere on the school campus where students are permitted to be.

Removing and/or Excluding a Student's Service Animal

If a service animal is not housebroken, if the service animal is out of control and the handler does not take effective action to control it, if the service animal behaves in a way that poses a direct threat to the health and safety of others or has a history of such behavior, or if the service animal's presence would fundamentally alter the nature of the service, program, or activity, the Corporation may request that the animal be removed from the premises.

In instances when a service animal has demonstrated that it is not under the control of the

student or its handler, the principal will also be responsible for documenting such behavior and for determining if and when the service animal is to be removed and/or excluded from Corporation property.

Eligibility of a Student's Service Animal for Transportation

There may also be a need for the service animal's handler, if the handler is someone other than the student, to be transported on School Corporation transportation.

Before a service animal is permitted to ride on a school bus owned or leased by the School Corporation, the student and his/her parents/guardians, or eligible student, and the handler, if s/he is someone other than the student, shall comply with the following :

A. The Transportation Supervisor shall schedule a meeting so that the student and his/her parents/guardians, or eligible student, and the handler, if s/he is someone other than the student, to meet with the driver and bus assistant, if any, and the Transportation Supervisor. The student and his/her parents/guardians, or eligible student, and the handler if s/he is someone other than the student, is responsible for providing information to the driver and bus assistant, if any, regarding critical commands needed for daily interaction and emergency/evacuation of the student and service animal.

The principal shall make arrangements for the student and his/her parents/guardians, or eligible student, and the handler, if s/he is someone other than the student, to provide an orientation for students who will be riding the bus with the service animal regarding the service animal's functions and how other students should interact with the service animal. The service animal must participate in bus evacuation drills with the student.

The service animal shall board the bus by the steps with the student, not a lift, unless the student uses the lift to enter and exit the bus.

While the bus is in motion, the service animal shall remain positioned on the floor, at the student's feet. A representative of the Transportation Office will meet with the student and his/her parents/guardians, or eligible student, to determine whether the service animal should be secured on the bus with a tether or harness.

Situations that could result in suspension of transportation privileges for the service animal include but not be limited to: the student, or handler, does not control the service animal's behavior, and that service animal's behavior results in a threat to the health or safety of others; the service animal urinates or defecates on the bus.

SERVICE ANIMAL REGISTRATION/AGREEMENT

Date: _____ Owner of Animal: _____

Student's Name: _____

Student's Date of Birth: _____ Student's Disability: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____

Parent's Name if child is less than 18 years of age: _____

Is this animal a Service Animal? _____ Yes _____ Name of Animal: _____

If yes, what work or tasks has the animal been trained to do?

If the animal is not a Service Animal, what does the animal provide for the student?

2. Does the Student have an IEP or Section 504 Plan? _____ Yes _____ No

If no, describe the role of the service animal.

Type of Service Animal: _____ Dog _____ Other _____

Name of the Service Animal: _____ Date of Birth: _____

Type/Breed of Service Animal: _____

Animal identification equipment/clothing will include: _____

The following information is required to be provided:

_____ Statement of certificate of training and, if applicable, license

Approved August 2016

- ☐ Current vaccination record
- ☐ Current health certificate or report of examination from a veterinarian
- ☐ Documentation showing handler (if applicable) training
- ☐ Documentation supporting the animal's training to perform work or tasks related to a disability
- ☐ Service Animal's disposition report
- ☐ Documentation supporting that the service animal is required because of a disability

Further requested information to assist with request:

Contact information of the Handler (individual who will control the service animal while at School, if not the student):

Handler's Name: _____ Phone _____

Address: _____

City: _____ State: _____ Zip: _____

If the student is not able to fully care for their Service Animal, in the section below describe who will be responsible for the animal's needs (i.e. parents, handler).

What are the transportation needs of the student and his or her Service Animal?

Other special considerations that you would like to note.

I have read, understand, and agree to abide by the terms of the School's Policy on Service Animals.

I agree to assist with the Service Animal orientation and training. I agree to comply with the Service Animal standards of behavior and other responsibilities. I understand that the Service Animal shall not pose a health or safety threat, must not interfere with the educational process, and shall be under the control of its handler at all times. The school is not responsible for caring for the Service Animal.

I understand that if: my Service Animal is out of control and/or the animal's handler does not effectively control the animal's behavior; my Service Animal is not housebroken or the animal's presence or behavior significantly interferes with the functions of the School; or, my Service Animal poses a direct threat to the health or safety of others that cannot be eliminated by reasonable modifications, the School has the discretion to exclude or remove my Service Animal from the property.

I agree to be responsible for any and all damages to the school district's property, personal property, and any

Approved August 2016

injuries to individuals caused by my Service Animal. I agree to indemnify, defend, and hold harmless the school district from and against any and all claims, actions, suits, judgments and demands brought by any party arising on account of, or in connection with, any activity of, or damage caused by my service animal.

Signature: Service Animal Owner

Date:

Note: This Registration/Agreement is valid until the end of the current school year. It must be renewed prior to the start of each subsequent school year or whenever a different Service Animal will be used.

Service Animal Meeting Notes

Date: _____

Student's Name: _____ DOB: _____ Grade: _____

Student's Disability: _____

Service Animals' Name: _____ Type of Animal: _____

List people present at meeting:

Purpose of the meeting:

___ Possible entry of Service Animal to school campus for the _____ school year.

___ To discuss concerns regarding the Service Animal for the _____ school year.

The below required documentation has been given to the school.

___ Records of all appropriate vaccinations from a licensed veterinarian within the last year.

___ A current health certificate from a veterinarian.

___ School's Animal Disposition Report form completed by the animal's trainer.

___ Documentation of proper training and licensure of the animal (if applicable).

___ Documentation of proper training and licensure of the handler (if applicable).

Is this animal a Service Animal? ___ Yes ___ No

If yes, what tasks has the animal been trained to do?

What accommodations are in place or could be put in place that accomplished the tasks that the Service Animal would do for the student?

Does the student need the service animal to access or to be more independent in the school environment?

___ Yes ___ No

If yes, how do the tasks that the Service Animal provides for the student directly related to the student's disability?

If no, explain why the Service Animal does not provide the student with more independence and why the services provided to the student are not directly related to the student's disability.

What are the transportation needs of the student and his or her Service Animal?

Note other special considerations if applicable.

Discuss the below items with the parent and have them initial each statement indicating they understand the expectations and procedures.

_____ Parent(s) have been informed of and agree to assist with the Service animal orientation and training. Parent will bring the Service Animal to the School on _____ for orientation and training.

_____ Emergency and evacuation plan has been developed and training has been completed.

Date: _____

_____ Parent(s) have been informed of and agree to comply with the Service Animal standards of behavior and other responsibilities.

_____ Parent(s) have been informed that they are liable for any damages to school property or any individual, as a result of the Service Animal.

_____ Request for the Service Animal's entrance into school has been ____ accepted ____ denied.

Parent's Signature

Date:

School Representative's Signature

Date:

