



#### Help for non-English speakers

If you need help to understand the information in this policy, please contact Lyndhurst Secondary College on 5996 0144 or visit the Main Office and ask for an interpreter.

## PURPOSE

To explain to our school community, the rules and procedures we have in place in relation to dogs attending our school grounds.

## POLICY

### Assistance dogs

Lyndhurst Secondary College understands its obligations under the *Disability Discrimination Act 1992* (Cth) and the *Equal Opportunity Act 2010* (Vic) and will make reasonable adjustments for members of our school community with a disability who require an 'assistance animal' to help alleviate the effects of their disability. Assistance animals are permitted to attend our school with their handler. Our school Principal can lawfully ask a person to produce evidence that an animal:

- is trained specifically to assist a person alleviate the effects of a disability (eg seeing eye dogs)
- meets standards of hygiene and behaviour appropriate for a school environment.

We understand that in some circumstances, students may require an assistance animal to attend school to help them to participate in their educational program. Lyndhurst Secondary College will consider a request by a student with a disability to allow an assistance animal to attend school with them on a case-by-case basis. If you would like to discuss this further, please contact the Principal.

### Pet dogs

Lyndhurst Secondary College is not a public place, and our Principal has the authority to permit or decline entry to school grounds and impose conditions of entry.

Whilst Lyndhurst Secondary College understands that many families in our school community keep dogs as pets, to ensure that our school remains a safe and inclusive place for everyone, we have in place a number of rules that we expect all staff to follow if they wish to bring their dog onto school grounds:

- only staff members may bring pet dogs onto the school site
- a maximum of one dog per day on site is permitted
- staff must apply to have their dog on site using the application proforma submitted to the Principal (appendix 1)
- staff must submit their completed application to the ES Daily Organisation who records the dog's name and owner on Compass for all staff and students to see
- dogs must be leashed at all times and in the control of a responsible handler
- dogs must not be tied up on school grounds or left unaccompanied

- staff are required to undertake a brief training prior to first bringing their dog on site to support safe handling and work with members of the college (appendix 2)
- dogs that exhibit any signs of aggressive behaviour, bark, or jump may be asked to leave

The Principal has the authority to prohibit certain dogs from school grounds or modify this policy to ensure the safety and wellbeing of staff, students and members of our school community at any time.

### Stray dogs

Unaccompanied or stray dogs sighted at our school should be reported immediately to staff in the Main Office who will contact municipal authorities and/or Victoria police for assistance in managing and removing a stray dog from school grounds, and ensure staff and students remain safe at school.

### Opt out

We understand that there may be some families who do not want dogs to work directly with their child. We will communicate our Dogs at Lyndhurst Secondary College policy and give parents/carers the opportunity to notify the school on [lyndhurst.sc@education.vic.gov.au](mailto:lyndhurst.sc@education.vic.gov.au) if they do not wish for their child to work directly with a dog. This shall be recorded as a flag on student Compass profiles.

## COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school’s website
- Included in staff induction processes and documentation
- School newsletter
- Student assemblies

## POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2021
Consultation	Presented to School Council 26/10/2021 Presented to LCC on 09/11/2021
Approved by	Principal
Next scheduled review date	October 2024

## APPENDIX 1: STAFF DOG ON SITE APPLICATION PROFORMA

<b>Name of staff member</b>			
<b>Staff member code</b>			
<b>Name of dog</b>		<b>Breed of dog</b>	
<b>Proposed date for dog on site</b>			
<b>Purpose/rationale for bringing dog on site</b>			
<b>Conditions of having dogs on site</b>	<p>As a staff member, I understand and agree to the following conditions when my dog is on site at Lyndhurst Secondary College:</p> <ul style="list-style-type: none"> <li>• I attest that my dog has a temperament that is safe and conducive to working with students and other members of the college community</li> <li>• I understand that if my dog exhibits any signs of aggressive behaviour, it may lead to a withdrawal of permission to have the dog attend on site</li> <li>• I have completed the application proforma and gained Principal approval a minimum of 2 days prior to the dog entering the school site</li> <li>• My dog must be leashed at all times</li> <li>• My dog must be in the control of a responsible adult or handler at all times</li> <li>• I will ensure the dog has sufficient food/water/toilet breaks during the day</li> <li>• I will ensure the dog has a quiet place to rest away from students as required</li> <li>• I will clean up after my dog as required</li> <li>• I will not leave my dog unaccompanied or tied up on school grounds</li> <li>• I have undertaken the training session with the Principal or delegate prior to the dog coming on site to support safe handling and work</li> </ul>		
<b>Staff member signature</b>			
<b>Principal approval</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>Signature</b>		<b>Date</b>	

## APPENDIX 2: STAFF TRAINING FOR DOGS ON SITE

The following rules are to be enforced by the owner of the dog and any other adult handlers when a dog is on site at Lyndhurst Secondary College:

Rule	Presented	Agreed To
Students are to be informed of the rules regarding the dog when entering the classroom or approaching in the yard.		
If a dog is present in a learning space or the yard with their owner or another handler, they are considered to be working which means they are available for pats and cuddles unless directed not to by a staff member.		
Where possible, aim to limit the number of students patting the dog to 2 at a time to reduce stress on the dog. This is always to be done under supervision of a staff member.		
Students are permitted to have control of the dog's lead when under supervision of a staff member.		
Dogs should not be in classes for 5 periods in a day to support the animal to have sufficient rest.		
The dog must have a quiet area set up to ensure it has access to food/water and a place to rest. This is most likely the dog owner's staff room space.		
The dog owner must check with all others in their staff room space that they are OK with a dog being in the space, otherwise an alternate space must be arranged.		
Dogs must be provided regular toilet breaks outside and be cleaned up after. Any accidents that occur inside must be reported to the Main Office who will provide special cleaner to the staff member to use.		