

Service Animal Procedures District Policy 521-P

This document establishes district procedures governing the presence and use of service animals on district property and at district-sponsored events.

I. GENERAL STATEMENT

Service animals are permitted to accompany individuals with a disability to public events or within public areas of the district, consistent with the Americans with Disabilities Act, 28 CFR 35, Minn. Stat. §§ 256C, and 363A.19. Use of a service animal on district property is subject to the following procedures.

II. DEFINITIONS

- A. "Service animal" means any dog, or in specific circumstances, a miniature horse, that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual's disability. The crime deterrent effects of an animal's presence and/ or the provision of emotional support, well-being, comfort, or companionship does not constitute work or tasks for the purposes of this definition.
- B. "Handler" means an individual with a disability who uses a service animal. In the case of an individual who is unable to care for and supervise the service animal for reasons such as age or disability, handler means the person who cares for and supervises the animal on that individual's behalf. District personnel cannot be responsible for the handling responsibilities of a service animal.

III. REQUIREMENTS FOR ALL SERVICE ANIMALS

- A. The service animal must be required for the individual with a disability.
- B. The service animal must be individually trained to do work or tasks for the benefit of the individual with a disability, as described in II. A.
- C. The service animal must 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.

- D. The service animal must be housebroken.
- E. The handler is responsible for the care and supervision of a service animal, including walking the animal or responding to the animal's need to relieve itself.
- F. The district is not responsible for providing a staff member to walk the service animal or to provide any other care or assistance to the animal.
- G. In the case of an individual who is unable to care for and/or supervise their service animal, the parent/guardian of the individual is responsible for arranging for such care and supervision.

IV. REQUESTING USE OF A SERVICE ANIMAL

- A. Requests for students with a disability to be accompanied by a service animal must be submitted to the Principal of the school the student attends, in writing, using the attached form. The Principal will notify the Executive Director of Student Services of the request. Requests from district employees must be submitted to the Director of Human Resources. No student or employee may bring a service animal onto district property or to a district-sponsored event without the prior written approval of the appropriate administrator.
- B. Requests must identify the need for the service animal as it relates to the individual's disability and describe the work or tasks that the service animal is trained to perform.
- C. Owners of a service dog must provide proof of current vaccinations for rabies and DHPP (Distemper, Hepatitis, Peroinfluenza, Parvovirus), and any other vaccinations depending on local veterinary recommendations. Owners of a service miniature horse must provide proof of current vaccinations for rabies and any other vaccinations depending on local veterinary recommendations.

V. ADDITIONAL PROVISIONS FOR SERVICE MINIATURE HORSES

Requests to permit a service miniature horse to accompany an individual with a disability on district property or at a district-sponsored event will be handled on a case-by-case basis, considering these additional factors:

- A. The type, size, and weight of the miniature horse and whether the facility can accommodate these features; and

- B. Whether the miniature horse's presence in a specific facility compromises health and safety.

VI. EXCLUSIONS/REMOVALS OF SERVICE ANIMALS

The district retains the discretion to exclude or remove a service animal from its property if:

- A. Any of the previously listed conditions are not met.
- B. The service animal is out of control and/or the animal's handler does not effectively control the animal's behavior.
- C. The service animal's presence or behavior fundamentally alters the functions of the district; and/or,
- D. The service animal poses a significant health or safety risk to others that cannot be eliminated by reasonable accommodations.

VII. LIABILITY

The owner of the service animal is responsible for any harm or injury to an individual, and for any property damage caused by the service animal while on district property.

Supports: Eden Prairie School District Policy # 521

Approved by Cabinet: 11/12/2014

Revised: 11/25/2019

Approval Request Form For Use of a Service Animal

Date: _____

Student Name: _____

Parent name(s) and contact information: _____

Building: _____

Type of service animal:

Name of service animal:

___ Letter from Physician is attached.

Documentation attached that the service animal is:

___ Properly trained and licensed.

___ Properly and currently vaccinated.

___ Under the control of a properly trained handler. Name of handler: _____

___ Covered by adequate liability insurance.

Service Animal Registration/Agreement

Owner: _____ Student: _____

Type of service animal: _____

Request for approval form is attached.

Letter from Physician is attached.

Documentation attached that the service animal is:

Properly trained and licensed.

Properly and currently vaccinated.

Under the control of a properly trained handler. Name of handler: _____

Covered by adequate liability insurance.

I have read and understand the Eden Prairie Schools Service Animal Procedure and will abide by the terms of the procedure.

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; is not housebroken or the animal's presence or behavior fundamentally interferes in the functions of the School District; or poses a direct threat to the health and safety of others that cannot be eliminated by reasonable modifications, the School District has the discretion to exclude or remove my service animal from its property.

I agree to be responsible for any and all damage to School District property, personal property, and any injuries to individuals caused by my service animal. I agree to indemnify, defend and hold harmless Eden Prairie Schools 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.

Owner signature: _____

Date: _____

Eden Prairie Executive Director

Student Support Services: _____ 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.