



Book	Policy Manual
Section	700 Property
Title	Service Animals in Schools
Code	718
Status	Active
Adopted	November 21, 2016
Last Revised	August 3, 2020

### **Purpose**

The Board adopts this policy to ensure that individuals with disabilities are permitted to participate in and benefit from district programs, activities and services, and to ensure that the district does not discriminate on the basis of disability.

### **Definition**

**Service animal** means any guide dog, signal dog, or other animal individually trained to do work or perform tasks for the benefit of an individual with a disability.[\[1\]](#)

The work or tasks performed by a **service animal** shall be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.[\[1\]](#)

The provision of emotional support, well-being, comfort, or companionship does not constitute work or tasks for the purpose of this definition. The Superintendent or designee may authorize the use of animals for special programming outside the defined definition of service animal on a case by case basis.[\[1\]](#)

### **Authority**

The Board shall permit individuals with disabilities to use service animals in district buildings; on district property; and on vehicles that are owned, leased or controlled by the school district, in accordance with this policy and applicable state and federal laws and regulations.[\[2\]\[3\]\[4\]\[5\]](#)

### **Guidelines**

#### **Admission of Service Animals to Schools**

A student or an employee with a disability may submit a request to bring a service animal to school for educational or employment purposes. However, there is no automatic right to be accompanied by a service animal in the school setting.

Parents/Guardians of students with disabilities who believe the student needs to bring a service animal to school in order to receive a free and appropriate public education, shall notify the building principal or the Section 504 or IEP team. The appropriate team shall evaluate the request to use the service animal in school, gather necessary information and determine whether the student requires the service animal during the school day or at school activities. This may include a request for parental permission to formally assess the student's education-based needs that might include alternative methods of accommodating needs. Any service animal accompanying a student with a disability to school or school activities shall be handled and cared for in a manner detailed in the student's IEP or Section 504 Service Agreement.[6][7]

Before a service animal shall be allowed in a district building, or on district property or vehicles, the district shall request the following documentation from the owner or handler of the animal: [5].

1. Diagnosis of the specific disability.
2. Verification of the need for a service animal.[8]
3. Description of the function(s) the service animal is trained to perform in relation to the individual's disability.[8]
4. Current dog license (if applicable).
5. Proof of current vaccinations and immunizations of the service animal.[9]

#### Admission of Service Animals to Public Events

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public. This right of access does not extend to the schools generally or to other activities that are not open to the general public.[2][8][10]

School administrators may inquire of the owner or handler of an animal whether the animal is required because of a disability and the specific tasks that the animal has been trained to perform, but shall not ask questions about an individual's disability.[8]

The district shall not require an owner or handler of a service animal to pay an extra charge for the animal to attend events for which a fee is charged.[8]

#### **Delegation of Responsibility**

The Superintendent or designee shall develop and disseminate administrative regulations to implement Board policy and accommodate individuals with disabilities requesting use of a service animal in district buildings and on district property and vehicles.

The designated administrator shall ensure that all individuals involved in a situation where a service animal will regularly accompany an individual in district buildings or on district property or vehicles are informed of the Board policy and administrative regulations governing this issue. Involved individuals can include administrators, appropriate employees, student and parent/guardian.

The owner or handler of a service animal shall be solely responsible for:

1. Supervision and care of the animal, including any feeding, exercising, clean up and stain removal.  
[8]

2. Control of the animal at all times through the use of a harness, leash, tether or by other effective means.
3. Damages to district buildings, property and vehicles caused by the animal.
4. Injuries to students, employees, volunteers and visitors caused by the animal.
5. Annual submission of documentation of vaccinations and immunizations.

The building principal shall receive and forward to the Special Education Supervisor each completed request by an individual with a disability to be accompanied by a service animal. The Special Education Supervisor shall respond to the request.

District administrators may exclude a service animal from district buildings, property and vehicles under the following circumstances:

1. Presence of the animal poses a direct threat to the health and safety of others.
2. Owner or handler is unable to control the animal.
3. Animal is not housebroken.
4. Presence of the animal significantly disrupts or interferes with the educational process.
5. Presence of the animal would require a fundamental alteration to the program.

Any individual with a service animal who is aggrieved by a decision to exclude, limit or remove a service animal may appeal that decision in accordance with applicable Board policy. The appeal must be in writing and provide detailed information regarding the basis of the appeal.[6][11]

Legal	1. 28 CFR 35.104
	2. 43 P.S. 953
	3. 29 U.S.C. 794
	4. 42 U.S.C. 12101 et seq
	5. 28 CFR 35.130
	6. Pol. 103.1
	7. Pol. 113
	8. 28 CFR 35.136
	9. 3 P.S. 455.1 et seq
	10. Pol. 904
	11. Pol. 104
	28 CFR Part 35
	29 CFR Part 1630
	Pol. 000
	Pol. 103
	Pol. 707