

## Service Dog Guidelines – Southwest Licking School District

- I. Determining Whether the Student’s Dog Is a Service Animal
- A. The School District will utilize an interactive reasonable accommodation process under Title II of the Americans With Disabilities Act of 1990 (ADA) for determining whether a Student should be able to bring a service dog to school.
  - B. Upon receipt of a request from a Parent for a Student to bring a service dog to school, the District will convene a meeting with the Parent and Student to determine whether the Student’s dog is a “service animal” pursuant to the ADA. The Parent and Student will be asked to bring the dog to the meeting. The meeting will generally include the School District’s ADA and Section 504 coordinator (or special education director), the Principal of the Student’s building, a School District employee knowledgeable about the Student and the Student’s disability, and at least one classroom teacher with substantial responsibility for the education of the Student, as well as any other personnel as determined by the School District. The Parent may also bring a representative who has expertise about the Student’s disability and/or has expertise about service animals to the meeting.
  - C. At the meeting, the Parent and the Student shall have the opportunity to present information that they desire the School District to consider in its determination of whether the Student’s dog is a “service animal” pursuant to the ADA. At the meeting, the School District personnel shall have the opportunity to ask questions related to the factors described in Section F below or other factors permitted under the ADA or Section 504 in order to obtain information for its determination of whether the Student’s dog is a “service animal” pursuant to the ADA.
  - D. If, as a result of the meeting, the School District determines that the Student’s dog is a service animal, it will permit the Student to attend school with the dog, unless the School District additionally or subsequently determines that the dog represents an unacceptable (1) risk or threat to the health or safety of other students, teachers, School District personnel, or others on School District property or at School activities; (2) disruption to the educational process for the Student or other students; or (3) is an undue burden to the School District. The School District may also exclude the dog if the dog is out of control and the Student does not take effective control of the dog or if the dog is not housebroken.
  - E. If, the School District determines that the Student may not bring the dog to school, the School District will state the bases for its determination in writing and provide a copy of its decision to the Parent.
  - F. The following factors will be considered in determining whether the Student’s dog is a reasonable accommodation:
    - 1. Whether the service dog has been individually trained (as opposed to being in training) to do work or perform tasks for the benefit of an individual with a disability (what work or task the dog has been trained to perform and if the work or task the dog performs is related to the Student’s disability). Documentation

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of such training and/or certification may be requested from the Parent and Student; however, such documentation is not required.

2. An individualized inquiry and analysis in order to determine whether the dog is a reasonable accommodation for the Student requesting to bring the dog to school.
  3. The dog and Parent and Student must comply with all Ohio Revised Code requirements that apply to any dog in Ohio as well as to any service dog in Ohio, unless such requirements unreasonably interfere with the Student's federal rights to have a service animal under the ADA.
  4. Any determination that the Student's dog poses an unacceptable risk or threat to others, disruption to the educational process, or undue burden to the School District will be based on a reasonable judgment that relies on the available objective evidence to ascertain the nature, duration, and severity of the risk, disruption, or burden; the probability that the potential injury or burden will actually occur; and whether reasonable modifications of policies, practices, or procedures will mitigate the risk, disruption, or burden to an acceptable level.
  5. The dog must be in the Student's control and must be housebroken.
- G. Subsequent to the dog being determined to be a service animal and attending school with the student, if the School District has individualized information or evidence that the dog is not performing its expected functions as a service animal, the School District may, again, use an interactive reasonable accommodation process under Title II of the Americans With Disabilities Act of 1990 (ADA) for determining whether dog is performing the functions of a service animal that it is expected to perform and whether the Student should continue to be able to bring the service dog to school.

### II. Ohio Revised Code Requirements related to all Dogs and Service Dogs

The Parent will be required to provide the School District with the following:

- A. Evidence that the dog is properly registered in Ohio. The dog must wear its registration tag at all times while at School.
- B. Any other requirements of Ohio or local law with regard to dogs.

### III. Preparation for the Dog to Come to School

- A. Before a service dog is introduced into any building, a letter will be sent by the School District to parents of other students in the building the Student will attend notifying them that a working service dog will be present in the school. The letter will not identify the student by name.
- B. Information and training with regard to the dog attending school with the student will be provided to staff at the School building the Student attends. The Parent, Student, and dog may assist in the training, if approved by the School District.

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- C. Information and training will be provided to other students at the School the Student attends. The Parent, Student, and dog may assist in the training, if approved by the School District.

### IV. Requirements for dog while at school

While at school:

- A. The dog shall remain on a harness, leash, or other tether at all times unless the Student 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 dog's safe, effective performance of work or tasks, in which case the service dog must be otherwise under the control of the Student.
- B. The dog shall wear identification such as a logo that properly identifies it as a service dog.
- C. The Student shall be solely and fully responsible for controlling the dog and caring for the dog at all times so that the dog is not a health or safety risk or threat to others and so that the dog is not disruptive to or does not interfere with the educational environment.
- D. The Student shall be solely and fully responsible for providing food and water to the dog.
- E. The Student shall be solely and fully responsible for taking the dog outside, as necessary, to relieve itself in an area designated by the School District. The Student must dispose of any feces of the dog, as approved by the School District. The School District will permit the Student to take the dog outside, as needed. The dog must be housebroken.
- F. The School District shall not be responsible for any of the tasks related to the care, supervision or control of the dog or for the cost of anything related to the dog.

### V. Impact of Dog on Other Disabled Students

If any other students in the Student's building of attendance or other students present at any school activity have disabilities such as, but not limited to, allergies that are aggravated by the dog's presence, the District will attempt to accommodate both the Student with the service dog and any other disabled student. If the disabilities of the Student with the service dog and any other disabled students cannot both be accommodated, the District will resolve the conflict in compliance with law.

### VI. Other

Any other requirements related to service dogs that apply to School Districts will also be followed. In addition, any other limitations that comply with the ADA, Section 504, or other applicable law may be applied by the School District to the use of a service dog by a student.