

Parent Information Guidelines for Service Animals

The Emanuel County School System acknowledges its responsibility to permit individuals with disabilities to be accompanied by a “service animal” in its school buildings, in classrooms, and at school functions, as required by the Americans with Disabilities Act, 28 CFR Part 35, subject to the following:

1. All requests for a student with a disability to be accompanied by a service animal must be addressed **in writing** to the Director of Student Services at 201 North Main Street, P.O. Box 130, Swainsboro, GA 30401, and must contain required documentation of vaccinations. This written request must be delivered to or received by the office **at least 15 business days** prior to bringing the service animal to school or a school function.
2. Service animals must meet the definition as set out in the Americans with Disabilities Act.
3. Owners of a service dog must provide annual proof of the following vaccinations: DHLPPC (Distemper, Hepatitis, Leptospirosis, parainfluenza, Parvovirus, and Coronavirus), Bordetella, and Rabies.
4. All service animals must be treated for, and kept free of, fleas and ticks.
5. All service animals must be kept clean and groomed to minimize shedding and dander.
6. Owners of service animals are liable for any harm or injury caused by the animal to other students, staff, visitors, and/or property. The animal must be “individually trained” to do work or a task for the individual with a disability.
7. Removal of a Service Animal: A school administrator may ask an individual with a disability or his parents to remove a service animal from a school building, a classroom, or from a school function if any one of the following circumstances occurs:
 - a. The animal is out of control and the animal’s handler does not take effective action to control it.
 - b. The animal is not housebroken.
 - c. The animal’s presence would “fundamentally alter” the nature of the service, program, or activity.
8. A 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.
9. The school system is not responsible for the care or supervision of a service animal, including walking the animal or responding to the animal’s bathroom needs. The student is responsible for serving as the dog’s handler or providing a handler for the dog.
 - a. The school 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.
 - b. Students with service animals are expected to care and supervise their animals or for providing a handler to do so. In the case of a young child or a student with disabilities who is unable to care for or supervise his service animal, the parent is responsible for providing for the care and supervision of the animal or for providing a handler to do so.
10. The parent will be notified in writing if the service animal request has been approved or denied.
11. Parents will meet with a team from the school to discuss and plan for the service animal before the animal begins attending school/school functions with the student.

Parents will read, sign, and submit the EMANUEL COUNTY SCHOOLS SERVICE ANIMAL REGISTRATION/AGREEMENT