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3 **NON-INSTRUCTIONAL OPERATIONS**

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5 Service Animals Inquiries

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7 The School District will honor requests for service animals by student or staff in accordance with  
8 the applicable Section 504 or Special Education policy adopted by the Board of Trustees. The  
9 following procedures have been developed which will help guide the administration when a  
10 request for the use of a service animal has been presented by an individual with a disability.

11  
12 Inquiries

13 The administration shall not ask about the nature or extent of a person's disability, but may make  
14 two inquiries to determine whether an animal qualifies as a service animal. The administration  
15 may ask if the animal is required because of a disability and what work or task the animal has been  
16 trained to perform. The administration shall not require documentation, such as proof that the  
17 animal has been certified, trained, or licensed as a service animal. Generally, the administration  
18 may not make these inquiries about a service animal when it is readily apparent that an animal is  
19 trained to do work or perform tasks for an individual with a disability (e.g., the dog is observed  
20 guiding an individual who is blind or has low vision, pulling a person's wheelchair, or providing  
21 assistance with stability or balance to an individual with an observable mobility disability).

22  
23 Exclusions

24 The administration may ask the individual to remove the service animal from the premises if the  
25 animal is out of control and the handler does not take effective action to control it, or if the animal  
26 is not housebroken. If the administration properly excludes the service animal, it shall give the  
27 individual the opportunity to participate in the service, program, or activity without having the  
28 service animal on the premises.

29  
30 Surcharges

31 The administration shall not ask or require the individual to pay a surcharge, even if people who  
32 are accompanied by pets are required to pay fees, or to comply with other requirements generally  
33 not applicable to people without pets. If the District normally charges individuals for the damage  
34 they cause, the individual may be charged for damage caused by his or her service animal.

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36 Miniature horses assessment factors: In determining whether reasonable modifications can be  
37 made to allow a miniature horse into a specific facility, the District shall consider:

- 38 • The type, size, and weight of the miniature horse
- 39 • Whether the miniature horse is housebroken, and
- 40 • Whether the miniature horse's presence in a specific facility compromises legitimate safety  
41 requirements that are necessary for safe operation.

1 Policy History:

2 Adopted on: August 12, 2013

3 Revised on: September 23, 2019

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