# RICHLAND SCHOOL DISTRICT
## ANIMALS AS PART OF THE INSTRUCTIONAL PROGRAM
## REQUEST FORM

*Today's Date:*_____ *Site:*_____

*Program/Grade Level:*_____ *Teacher:*_____

*Pet Requested:*_____
*(type of animal)*

**Educational Objective:**

*Is there a specific project for which this animal is required?* ☐
*Is there a written curriculum for this project?* ☐
*Describe the educational benefits of having this animal (pet) in the classroom:*

_____

_____

_____

_____

**Plan of Care:**

*Describe the feeding and care requirements of this animal:* _____

_____

_____

_____

_____

*What equipment and materials will need to be obtained to care for and house/contain the animal?*_____

_____

_____

*Are licensing and/or inoculations (shots) required for this animal?*_____

*If yes, what are the requirements?* _____

_____

*Who will be responsible for daily feeding and care?*_____

*Who will care for the animal on weekends?* _____

*What is the telephone number for the staff member who is responsible for this animal?* _____

*Who will care for the animal during school breaks and holidays?* _____

***How long do you intend to keep the animal in the room?*** _____

*What will become of the animal at the end of the project/school year?* _____

**Safety and Health Considerations:**

*What human safety and health concerns are associated with this animal?* _____

*What personal protective equipment is required to handle and care for the animal?* _____

*How are parents/guardians to be notified of intent to bring the pet into classroom?* _____

*Are there students in the classroom with allergies, animal sensitivities, or special needs?* _____

*If yes, what precautions will be taken to accommodate them?* _____

_____ _____

*Signature of Employee* *Date*

**Approval**

*Principal:* _____

*Approved* ☐ *Not Approved* ☐ *Conditionally Approved* ☐

***Before*** *Animal Arrives Send Copy to:*

*Head Custodian*
*School Nurse*
*District Office – Executive Director of Student Services*