

SHS T05 - DOGS AT SCHOOL POLICY

Purpose of this policy

The Health & Safety at Work Act 1974 states that all employers have a duty of care to make their workplace safe for their employees and the public. Bringing dogs to School introduces potential risk and may not be welcome by other members of staff. Please see the associated Risk Assessment for Dogs.

The School will maintain a suitable and sufficient risk assessment covering risks to pupils, staff, visitors and the dog, including allergies, phobias, hygiene, supervision, behaviour, incidents, site access and animal welfare. Permission to bring a dog onto School premises is discretionary, except where access is required as a reasonable adjustment for a disabled person accompanied by an assistance dog.

Staff Dogs may be permitted in the School under the following circumstances, subject to prior written approval

- In offices where the owner works
- Residential properties
- Visiting for events, where permitted by the event organiser and covered by the event risk assessment

Guidance

The following must be confirmed in writing by the owner before a dog is brought onto School premises

- Dogs must be microchipped, appropriately vaccinated, wormed and treated for fleas, and must not be brought onto School premises if unwell or showing signs of infectious disease.
- Dogs are to be kept on leads at all times when on school grounds. Dogs must be suitable for the School environment, including being calm around children, crowds and noise. Dogs which are prohibited by law or subject to legal control restrictions must not be brought onto School premises.
- All dogs must be supervised at all times and cannot be left in School while the owner is not present. Dogs must stay with their owner or designated responsible adult at all times. Employees' dogs should be kept in the employee's office when the employee is working there. Dogs are not allowed in bathrooms, classrooms, break areas, dining

Policy Name:

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Owner:

Bursar

Dates of review:

Jul 26

Date of issue:

Sep 2026

Date of latest next review:

July 2027

areas, food preparation or food service areas, or in meetings, unless specifically approved as part of an individual risk assessment or reasonable adjustment.

- Any behaviour which threatens children, staff or visitors, causes distress, or interferes with the normal working of the School will be cause for the dog to be taken home. Aggressive or uncontrolled behaviour, such as growling, persistent barking, chasing, jumping up, snapping or biting, is unacceptable and the dog will have to be removed immediately. Any bite, scratch, injury, near miss or significant concern must be reported in accordance with the School's accident and incident reporting procedures.
- Employees, pupils or visitors with allergies, asthma, phobias or other medical concerns must be taken into account before approval is granted. Individual risk assessments may be required. Where the presence of a dog creates a health, safety or wellbeing concern, the School may refuse or withdraw permission for the dog to be on site. Dogs with evidence of fleas or other parasites will be asked to go home until the problem has been alleviated.
- Owners are responsible for cleaning up after dogs at all times and for disposing of waste hygienically. Hand hygiene should be encouraged after any contact with a dog. If a dog has more than one indoor 'accident' it will be asked to go home. Employees are financially responsible for any damage or additional cleaning to School facilities; this includes damage from accidents, excessive pet hair and odour removal.
- Owners must maintain adequate liability insurance against dog-related incidents and must provide evidence of this if requested by the School.
- The School assumes no responsibility for any pet.
- Nothing in this policy is intended to prevent the School from meeting its duties under the Equality Act 2010. Requests involving assistance dogs will be considered individually and sensitively, with reasonable adjustments made where required, while also taking account of the School's duty of care to pupils, staff, visitors and the welfare of the dog.
- Permission may be withdrawn at any time if the School considers that the presence of the dog presents an unacceptable risk or is inconsistent with this policy or the associated risk assessment.

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