

Non-Service Animal Policy approved 8/8/16

As a nature-centric school, encounters with animals, both wild and domestic, represent opportunities for learning which should be embraced. This policy requires the administration to establish procedures that will allow for such encounters in a way that is healthy and safe for both the people and the animals involved. Specifically, these procedures apply to all persons, and must address, at a minimum, the following:

Note: North Carolina Public Health has provided *Guidelines for Animals in North Carolina Schools*, which can be downloaded from the following web address.

<https://mecklenburg.ces.ncsu.edu/wp-content/uploads/2014/02/guidelines-animals-in-nc-schools.pdf?pwd=no>

Zoo Keeper

The Operations Director shall designate a PSCS staff member to serve as campus Zoo Keeper. The Zoo Keeper will:

1. Review requests for animals on campus
2. Designate Animal Sponsors
3. Receive recorded proof of the animal's good health, vaccinations, and proof of flea control (if applicable) prior to arriving on campus
4. Approve the Animal Maintenance Plan and Record
5. Inspect habitats on a regular basis
6. Ensure the records are being kept and stored
7. Give final permission for animals on campus when all qualifications have been met

Health and Safety - People

Untamed / Unknown Animals

Encounters with untamed or unknown animals, including venomous, wild, or stray animals, must be limited to supervised observation from a safe distance or, if in the classroom, under the direct supervision of a qualified professional, trained to provide such an encounter.

Livestock

Livestock are animals kept for the purposes of food, fiber, and/or labor. They will generally be permanent residents on campus. Proper hygiene is critical to reduce the greatest risk from livestock disease. A clean habitat and proper health care will minimize those risks. Therefore, the administration must create procedures requiring:

1. an Animal Sponsor (defined below),

2. recorded proof of the animal's good health and vaccinations prior to arriving on campus
3. an Animal Maintenance Plan and Record (defined below).

Class Pets

For this purposes of this document, a pet is any domesticated animal with which a well-behaved student can safely interact without direct adult supervision. However, as with the livestock, pets whose health or habitats have not been cared for properly can present health hazards to people. Therefore, the administration must apply the same requirements for pets as applied to livestock.

Additionally, as these animals will be in the classrooms, therefore special consideration must be given to children with allergies. Dogs and cats especially, must be clean, properly groomed and inspected for external parasites (fleas, ticks, etc.) before going into classrooms.

When not in their designated shelter, animals must be properly restrained. This means collars and leashes for animals that can wear them, and appropriate temporary cages or containers for those that cannot.

Any animal showing overt aggressiveness, including warning sounds (growling, hissing, etc.), scratching, snapping, nipping, or outright biting, must be immediately isolated and then removed from campus.

Class pets must serve a clear academic goal. Students should be active participants in the selection (research, planning, etc.), care, and maintenance of pets/animals. Any teacher wishing to have a class pet must submit a Student Classroom Animal Research Form to the Zoo Keeper, and receive approval before implementing a class pet.

Health and Safety - Animals

To ensure the proper treatment of animals on campus, the administration is required to keep a record of each habitat and within that record there must be a minimum of the following.

Animal Sponsor

Every animal that visits or stays on campus must have an animal sponsor, an adult who is on campus regularly, and takes ultimate responsibility for the safety, management, and care of a specific animal.

Health Maintenance Plan and Record

A health maintenance plan is a document which describes the specific means by which a particular animal may be confidently kept healthy and comfortable while a guest of the school. The plan must be reviewed and approved by the administration prior to the animal's arrival on campus. It must include, but is not limited to:

1. Habitat Requirements
2. Habitat Location (on campus)
3. Food Requirements
 - a. Sources
 - b. Funding
4. Medical Requirements
 - a. Schedule
 - b. Sources
 - c. Funding
5. Known Risks
 - a. Issue Identification (example, how to tell if a gerbil is sick)
 - b. Mitigation Plans
6. Emergency Evacuation Plan (this should be designated and displayed within each classroom at the start of school)
7. Continuous Care Plan - care of the animal during school breaks (weekends, holidays, vacations and summer break).

At each habitat, a written record of feedings, cleanings, and other significant events must be made. This record should be inspected regularly, collected monthly, and stored in the habitat file