

administrative guidelines

BOARD OF EDUCATION
PORT WASHINGTON-SAUKVILLE PUBLIC SCHOOLS

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ANIMALS IN SCHOOL ENVIRONMENTS

- I. Animals in a school classroom can be a great asset when teaching life sciences, building empathy and respect for living things and fostering responsibility. Risk factors must be considered.
 - A. Animals, regardless of size can be unpredictable and may cause injury to students, employees or volunteers due to biting and clawing. Specific to dogs, if an animal has a documented history of injury causing behavior, and is involved in another incident, triple law suit damages may be assessed according to WI state statutes.
 - B. Classroom environment is a great concern. When animals with fur are introduced, the accompanying dander and smells can cause allergic reactions or be asthma triggers in some people.
 - C. Sanitation and exposure to infectious materials on classroom surfaces or through animal handling must be controlled to minimize exposure to illness and disease.
 - D. The potential for pest infestation is increased due to the presence of animal feed in the classroom.
 - E. Fire hazards may be introduced through electrical devices such as lighting or heating elements.
- II. If animals are to be allowed in school environments, the following guidelines will be followed:
 - A. An animal intended to be resident in a classroom should be approved by school administration. A formal application will be completed by the teacher requesting the animal, and benefits to be obtained from the animal should be outlined to assist in the approval process.
 - B. Animals not related to the educational curriculum will not be allowed. *Eff. 9/1/10*
 - C. Only one animal should be allowed per classroom. *Eff. 9/1/10*
 - D. Parents will be notified if an animal is a resident of the classroom and be given information about the potential hazards to their child.

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- E. Animals are not allowed to wander freely in classrooms. They should be provided with appropriate containers that will prevent escape and protect students and staff from unexpected encounters.
 - F. The teacher will have written procedures developed for appropriate sanitation of animal containers and the areas surrounding the containers. The procedures should include frequency of cleaning, appropriate disposal of bedding and cleaning supplies, and storage and dispensing of animal feed. School administration will inspect the animal area regularly to assure that proper sanitation is taking place. Poor sanitation is grounds for immediate removal of the animal from the school.
 - G. Procedures for sanitation after handling animals will be implemented and enforced each time a handling occurs.
 - H. A Domestic pet brought to school for an activity will be accompanied by its owner or another familiar adult. It is required: (a) that the animal be under the control of its handler at all times; (b) that the animal have proper Wisconsin Licensure, be vaccinated, and that dogs wear a rabies vaccination tag; (c) that the animal be housebroken, and the owner clean up after the animal if an accident occurs; (d) that the animal is treated for and kept free from fleas and ticks; (e) the animal is kept clean and groomed to reduce shedding and dander; and (f) the District strongly recommends that the owner obtains liability insurance coverage for the animal.
 - I. Notification of the pet's visit should be provided to administration prior to the visit, and administration should provide documented approval. Prior to approval, the animal's history should be examined to determine if there is prior injury causing behavior. If any questionable history exists, the animal should not be allowed in school. Notification that an animal will be introduced into the classroom should be sent home with all students of the class. Students with any type of medical or emotional issue with the animal's visit will be given an alternative activity to participate in during the activity/visit.
- III. Animals shall not be allowed on the playground during school hours, the time periods associated with the pick-up and drop-off of students or during district events. Animals should remain in cars or on sidewalks if they are on school property.
- IV. During non-school hours, animals should be leashed when on District property.
- V. If a service animal is needed or requested, refer to Policy #8440.

Legal References:

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Section 106.52(1)(fm), 106.52(3)(am), 118.13, 174.02(1)(a), 174.07(1), 95.21(2)(a) and (f), Wis. Stats.
ADA Regulations (28 C.F.R. Part 35)
Americans with Disabilities Act (ADA)
IDEA
Section 504 Rehabilitation Act

Cross References:

Board Policy 2260 Access to Equal Educational Opportunities
Board Policy 2460 Special Education
Board Policy 8440 Use of Service Animals

Approved: 10/6/10

Revised: 3/18/15

The Port Washington-Saukville School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Special Services, Port Washington-Saukville School District, 100 W. Monroe Street, Port Washington, WI 53074 - Duane.Woelfel@pwssd.k12.wi.us

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ANIMALS IN SCHOOL ENVIRONMENTS BUILDING APPLICATION FORM

Name: _____ Date: _____

Building: _____ Grade: _____ Rm. #: _____

Type of animal: _____

1. Explain how the animal specifically fits into your curriculum/classroom environment?

2. **YES NO** This animal is healthy.
3. **YES NO** Does your animal require immunizations? (If so, please attach a copy of recent immunizations.)
4. **YES NO** I understand the importance of good hygiene and will require the students to wash their hands after touching the animal, or after providing for its care in any way. (Students will not be allowed to clean animal waste. Individuals who have eczema, cuts, sores, or abrasions will be asked to cover the area, i.e. long sleeves, bandages, etc.)
5. **YES NO** I have looked into and will follow the recommendations made by recognized animal agencies for the type of housing and diet that is required for this particular animal. (This information is available from most humane agencies and veterinarians.)
6. **YES NO** I have read and understand the District's animal policy and will follow the procedures that are in place.
7. List the rules you will have in your classroom regarding the animal.

8. Describe arrangements for the animal beyond the school day.

Nights: _____

Weekends: _____

Vacations: _____

(Classroom animals cannot be transported on school busses and custodians are not responsible for animal care or cleaning)

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9. YES NO I agree that if an individual is scratched by an animal and the skin is broken, the affected area should be cleaned thoroughly with soap and water and then the incident must be reported to the legal guardian, principal and school nurse. The District's student accident report or staff accident report must be completed. Every incident must be reported to the school office staff as soon as possible after the incident.
10. If a student is bitten by an animal, the animal will be removed from the classroom.
11. YES NO I understand the risk of developing illness due to contact with some animals. I understand that transmission is from both direct and indirect contact of the animal. Cleaning cages, aquariums, etc. of animals may be done in the sink, but must be cleaned with soap and water and then disinfected with absolutely no debris flushing down the sink. Please wear non-latex gloves to perform these duties.
12. Describe the animal's diet.

I agree to follow, and direct the children I teach to follow, the District guideline and procedures regarding animals in school. I understand that the District and I are responsible for the safety and welfare of the children and staff, and also for the humane treatment and welfare of the animals we have at the school.

Requestor's Signature _____ Date: _____

PRINCIPAL APPROVAL SECTION:

APPROVED _____ NOT APPROVED _____

I have reviewed this document with the teacher, inspected the animal's prospective living environment, and deemed the purpose of having this animal in the classroom as helpful in learning outcomes associated with the District's curriculum.

PRINCIPAL'S SIGNATURE: _____ DATE: _____

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