

**Administrative Procedure 343 – Appendix A**



**Parent/Guardian Request for a Service Dog**

Student Surname: \_\_\_\_\_ Student Given Names: \_\_\_\_\_

Name of School: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Day Phone Number: \_\_\_\_\_

Name of Physician: \_\_\_\_\_ Insurance Company/Coverage: \_\_\_\_\_

Reasons for Requesting a Service Dog: \_\_\_\_\_

How do you see a Service Dog being of benefit to your child? What needs of your child do you see might be met? \_\_\_\_\_

Length of time the student and Service Dog have worked together: \_\_\_\_\_

I/We acknowledge and understand that it is our responsibility to:

- a) Provide the principal with all required documentation, reports, certificates, including:
  - i) A letter from a physician confirming the student’s need for the use of a Service Dog in school is essential and directly related to the learning needs of the student.
  - ii) Provide an up-to-date proof of vaccinations, licensing, insurance and liability coverage.
  - iii) Provide documentation of Service Dog training and proof of certification by Assistance Dogs International.
- b) Assume financial responsibility for the Service Dog’s training, veterinary care, city/county license and other related costs.
- c) Participate in a school case conference meeting to inform the principal of all relevant information that may affect our child, other students, staff, and/or visitors to the school.
- d) Assist the principal to communicate relevant information to the school community.
- e) Work cooperatively with the school staff to make this accommodation a success.
- f) Organize or cooperate with the Division to arrange appropriate transportation.
- g) Provide the required equipment and dog care items.
- h) Provide food, water and "bio-breaks" to the Service Dog as required and remove and dispose of animal waste in a safe and environmentally friendly manner.
- i) Remove the dog immediately from the school, should the Service Dog exhibit any unprovoked behaviours (i.e. growling, scratching, nipping, biting, etc.) until the plan is re-evaluated to ensure the safety of staff, students and visitors.

I/We acknowledge having read a copy of the Prairie South Schools Administrative Procedure 343 “Service Dogs in School”.

\_\_\_\_\_  
Name of Parent/Guardian

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date