

Status	New Policy to be approved at FGG Jul 25	Approval	Full Governing Body
Maintenance	Full Governing Body	Role(s) responsible	Head Teacher
Date Effective	September 2025	Date of last review	July 2025
Date of next review	September 2026	Date withdrawn	Not withdrawn.
Lead Professional	Deputy Headteacher	Location of policy	www.coltonhills.co.uk

COLTON HILLS COMMUNITY SCHOOL

Contents

1. Aims and scope
2. Roles and responsibilities
3. Pre-visit procedures
4. During the visit
5. Grooming
6. Zoonotic prevention
7. Pupil conduct
8. Links to other policies
9. Monitoring and review
10. Appendix: School Dog FAQs

1. Aims and scope

This policy sets out the procedures and conduct required for interacting with our school therapy dog. It aims to ensure the safety and welfare of pupils, staff, and the therapy dog, as well as to promote the therapeutic benefits of having a dog in school.

The therapy dog is based at The Hills Unit, where the environment is best suited to manage risk and ensure effective use.

2. Roles and responsibilities

2.1.1 Headteacher/SLT

- Ensure the purpose and appropriateness of the therapy dog is clearly communicated.
- Ensure dog is certified, healthy, and trained.
- Carry out a risk assessment.
- Obtain and manage parental/carers consent.
- Ensure insurance is in place.
- Ensure dog is included in fire evacuation and emergency procedures.
- Oversee welfare checks and health record logs.
- Monitor and review the policy.

2.2 Dog Owner (Mr Winward, Deputy Headteacher)

- Ensure welfare, behaviour, and training of the dog.
- Attend relevant training (Paws for Support – Guernsey).
- Maintain insurance and certification.
- Provide up-to-date health checks and vaccination records.
- Ensure the dog is supervised at all times.



Therapy Dog in School Policy

2.3 Staff

- Supervise all pupil-dog interactions.
- Check allergy/phobia records.
- Follow dog bite procedures.
- Reinforce pupil code of conduct.

2.4 Pupils

- Follow dog code of conduct.
- Participate voluntarily and respectfully in dog therapy sessions.

3. Pre-visit procedures

- Full parental consent obtained via survey and opt-out letter.
- Pupils and staff receive training on dog safety and behaviour.
- Risk assessments conducted.
- Medical/allergy records are up-to-date and accessible.
- Insurance documentation held by both the owner and school.

4. During the visit

4.1.1. Ensuring dog welfare

- Designated rest area: The Hills Manager's Office.
- Regular breaks, walks, water, and food provided.
- Dog monitored for signs of distress.
- If distressed, dog is removed immediately.
- Dog wears a therapy dog cape when on duty.

4.2 Supervision

- Dog never left alone with pupils.
- Students only interact under trained adult supervision.
- Dog is always on lead outside designated areas.

4.3 Allergies

- Live allergy list maintained by The Hills Manager.
- Individual plans in place to avoid contact.

4.4 Incident procedure

- First aid administered by trained staff.
- Incident logged and parents/stakeholders informed.
- Emergency services contacted if required.

5. Grooming

- Monthly flea and worming treatments.
- Groomed regularly as advised by vet.
- Health logs maintained by designated staff member.

6. Zoonotic prevention

- Handwashing after petting.
- No dog contact with faces/hands.
- All waste disposed of hygienically by staff.



Therapy Dog in School Policy

- No pupils handle waste.
- Dog food and water handled and stored separately.

7. Pupil conduct

Pupils must:

- Only interact when invited.
- Be calm and follow instructions.
- Avoid disturbing dog when resting.
- Never feed or rough play with the dog.

Non-compliance will result in removal from session and, if serious, follow-up action in line with the behaviour policy.

8. Links to other policies

- Health and Safety Policy
- First Aid Policy
- Behaviour Policy

9. Monitoring and review

This policy will be reviewed annually or when a significant change occurs. The Headteacher and governing board will oversee the process.

10. Appendix: School Dog FAQs

Q1 - Who is the legal owner of the dog?

Mr Winward – Deputy Headteacher

Q2 - Is the dog from a reputable breeder?

Yes – Poole Hall Labradors

Q3 - How will you ensure that the dog's welfare is always being considered?

As outlined in this policy

Q4 - Have the staff received a recognised training qualification?

Yes – Through Paws for Support (Alderney/Guernsey)

Q5 - What accredited training has the dog received?

Handled and trained by owner with experience in a school setting via Paws for Support

Q6 - Has a risk assessment been undertaken?

Yes – Risk assessment is in place and reviewed – **SEE APPENDIX 1**

Q7 - How will you manage children and staff who are frightened of dogs?

Via survey data, signage, designated space, and individual plans

Q8 - How will students who have allergies be managed?

Live allergy records maintained; exposure prevented through individual risk management



Therapy Dog in School Policy

APPENDIX 1 - Therapy Dog in School – Risk Assessment Plan

Identified Risk Persons at Risk Control Measures Risk Rating (L/M/H)

Identified Risk	Persons at Risk	Control Measures	Risk Rating (L/M/H)
Allergic reactions to dog	Students, staff, visitors	Maintain live allergy register; ensure no-contact for affected individuals; provide opt-out option for parents	M
Fear/phobia of dogs	Students, staff	Conduct survey; use signage; clearly signpost dog's location; offer alternative spaces	L
Dog bite or aggressive behaviour	Students, staff	Dog supervised at all times; trained handler present; immediate removal if distressed; follow incident and first aid procedure	M
Hygiene concerns (e.g. zoonotic diseases)	Students, staff	Handwashing enforced after contact; no dog-face contact; feces removed by staff with PPE; food/water stored separately	L
Dog escape or unsupervised movement	Students, staff, dog	Dog on lead outside rest area; supervised at all times; Manager's Office fitted with secure gate	L
Fire evacuation	Dog, staff, students	Dog included in evacuation plans; exits with designated staff; trained for alarms	L
Overstimulation of dog	Dog	Limit interaction time; rest breaks; allow retreat to safe area; monitor stress signs	L
Inadequate training or supervision	Students, staff, dog	All staff trained; pupils supervised; consent and training completed before interaction	L