

## **ANIMALS ON CAMPUS PROTOCOL**

### **Aim**

This Protocol sets out the University approach towards animals on campus.

### **Scope**

This protocol applies to all staff, students, visitors and contractors and to all University campuses, buildings, vehicles, grounds and residences.

The University of the West of Scotland generally prohibits individuals from bringing animals inside any University owned, leased or controlled buildings, vehicles or structures. However, the University recognises that a dog kept and used by a disabled person (as defined by the Equality Act 2010) wholly or mainly for the purpose of assisting that person to carry out day to day activities (an 'Assistance Dog'), will require access to the University's relevant buildings and University owned student accommodation.

### **Principles**

For the purpose of this Protocol, an Assistance Dog is one which has been specifically trained to assist disabled people and which has been qualified by one of the organisations registered as a member of Assistance Dogs (UK) or an equivalent organisation in another country. Assistance Dogs (UK) is a coalition of Assistance Dog organisations, individual members of which are listed below, and the Assistance Dogs are required to have:-

- A formal identification in the form of branded jackets or lead slips.
- A yellow ID booklet from the Assistance Dogs (UK) member organisation.

Assistance Dog owners (Owners) should therefore be in a position to evidence that their dogs are certificated Assistance Dogs. There are eight registered charities that form Assistance Dogs (UK). These are:-

1. Canine Partners
2. Dog A.I.D. (Assistance in Disability)
3. Dogs for Good
4. The Guide Dogs for the Blind Association
5. The Seeing Dogs Alliance
6. Hearing Dogs for Deaf People
7. Medical Detection Dogs
8. Support Dogs

Assistance Dogs have formal identification and are permitted to accompany their owners at all times and in all places within the United Kingdom (unless there is a genuine health and safety risk).

Please note that Assistance Dogs are highly trained working dogs, performing tasks to assist disabled persons. Members of the University community should not:-

- Touch or feed an Assistance Dog, unless invited to do so by their owner.
- Deliberately distract or startle an Assistance Dog or separate or attempt to separate an Assistance Dog from the Owner.

## **Assistance Dogs on University Premises**

Assistance Dogs are permitted to access all University premises under the control of their handlers (or where necessary in order to control the Assistance Dog for a short period of time, someone other than the handler), who may be students, staff members or visitors. When Assistance Dogs are on University property, their owners must comply with the following guidelines:-

### **Identification**

Owners must ensure that their Assistance Dogs are clearly identifiable by the use of special collars, harnesses and/or ID tags when on duty.

### **Insurance**

Owners are responsible for ensuring that their Assistance Dogs are covered by full liability insurance.

### **Access Restrictions**

Owners must respect general access restrictions established by the University such as to plant rooms, laboratories, kitchens and residences.

### **Animal Misbehaviour**

Preventing and correcting Assistance Dogs misbehaviour is the owner's responsibility. Owners must make sure that their Assistance Dogs do not cause harm or injury to others and damage to property.

### **Cleanliness**

Registered blind people are not required to clean up after their Assistance Dogs. Owners must take responsibility for the clean-up of the animals waste, consistent with reasonable capacity. Owners shall use reasonable endeavours to use designated spending areas as identified by the University (Estates Team covering the particular campus). If you are a visitor to the University please contact the relevant campus reception who will advise accordingly in line with Estates.

In the unlikely event that the Assistance Dog does spend outside of these designated areas, the Owner must report this to the Estates Helpdesk or in the case of a student or visitor to the relevant campus reception to contact Estates, who will make arrangements for the area to be cleaned and sanitised.

### **Animal Care and Supervision**

Animal care is primarily the Owner's responsibility. Owners must ensure the Assistance Dog has its requirements in relation to feeding, watering and spending fully met. Owners must ensure that Assistance Dogs are kept on a lead at all times when walking around the University or are safely restrained when unsupervised for short periods of time. In order to support Owners who are students or staff, the University will provide spending facilities in an appropriate location for the Owner, as soon as is practical, once a need has been identified and communicated to the University.

### Animal Training

Owners are responsible for any additional training needs for their Assistance Dogs and for the correct and safe performance of their duties.

### Damage

Owners are responsible for any damage to persons or University property.

### Conflicting Disabilities

Where an Assistance Dog poses adverse health risk to students or staff, the University will seek medical documentation from the affected party/parties to determine suitable alternative and equitable arrangements for either or both parties.

### Religious or Cultural Conflicts

Religious or cultural beliefs cannot be used to prohibit access to Assistance Dogs and their owners.

### Complaints

Any issues in relation to Assistance Dogs on University premise that cannot be resolved informally should be raised in accordance with the University's complaints handling procedure.

### Exceptions

Exceptions to this Protocol may be granted for certain organised events such as therapy pets, visits from guide dogs or learning/teaching events. Such exceptions will only be considered following a written request and risk assessment being submitted to the University Secretary two weeks prior to the event.

### Monitoring and Review

This protocol will be reviewed as needed due to changes in legislation, standards or sector good practice.

**Policy Statement Author** – Health and Safety Team

**Procedure Owner** – Head of Estates and Environment

**Parent Policy Statement** – Health and Safety Policy

**Public Access or Staff Only Access** – Staff

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