



## 1. Background

The Western School Division Board of Trustees supports and recognizes that, in certain cases, appropriate educational programming may include the services of a certified service animal.

A certified service animal is a recognized working animal that has been trained to assist individuals who have a medically diagnosed physical or developmental disability. There are strict guidelines that apply to their access, handling, and interaction.

References used to develop these guidelines include:

*Canadian Charter of Rights and Freedoms (1982) 15(1)*



- 3.5. Assume financial responsibility relating to the use and care of the service animal. This includes the provision of a full-trained animal handler to help with the initial implementation or any re-training sessions that may be required for school division staff and students.
- 3.6. Where possible and feasible, the child provides care for the animal and assumes the role of service animal handler.

#### 4. Roles and Responsibilities of the Principal

- 4.1. Consult with the Student Services Administrator and/or the Superintendent.
- 4.2. Ensure proper documentation has been completed and is in place prior to developing an implementation plan for integration of a certified service animal into the school.
- 4.3. Review AP 2-801 Information for Parents/Guardians Requesting a Certified Service Animal in School with parents/guardians.
- 4.4. Schedule a meeting with parents/guardians, classroom teacher(s), resource teacher, a representative from the training facility, Student Services Administrator, and support staff members who work with the student to review the Individual Education Plan (IEP) and to include the function of service animal in the goals of the IEP.
- 4.5.







SAMPLE LETTER TO FAMILIES WITH CHILDREN IN THE CLASSROOM (AND ON THE SCHOOL BUS)

Insert School Letterhead