

## Animal Visitation Guidelines

- To ensure consistency and safety on WCA grounds and facilities, all pet visits must be approved by the Principal/Assistant Principal and the Health Office Team prior to entering the premises.
- Animals within the building or on school grounds can be a safety hazard and a liability. Animals must be kept on a leash or in an enclosure and must be under the direct supervision of an adult at all times.
- Students may only view animals from a distance unless the animal is certified in pet therapy. To ensure safety, no student should pet or come in contact with the animal unless certification documentation has been provided.
- Animals must be cleaned up after by the adult supervising.
- The Health Office Team must ensure that there are no students in the classroom with allergies to the visiting animal.
- See Policy EJ-R for information regarding Service Animals.

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Type of Animal

\_\_\_\_\_

Name of Animal Owner

Is the Animal a certified therapy pet?  Yes  No

\_\_\_\_\_

Relation of Animal Caregiver (Parent, Staff Member, etc.)

Therapy Certification Received

List Date and Time of Visit(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Planned Location of Visit(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**By signing below, you are in agreement with the guidelines set forth and will be in compliance with these guidelines at all times to ensure the safety of students and staff while at Windsor Charter Academy.**

\_\_\_\_\_

Animal Owner Signature

\_\_\_\_\_

Date

**By signing below, school staff members are in agreement with this visitation taking place on school grounds.**

\_\_\_\_\_

Principal/Assistant Principal Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Staff Member Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Health Staff Signature

\_\_\_\_\_

Date