

## Service Animal Request

Name (Printed)\_\_\_\_\_

Building of request: \_\_\_\_\_ School Year\_\_\_\_\_

Service animals are defined as dogs or miniature horses that are individually trained to do work or perform tasks for people with disabilities, including physical, sensory, psychiatric, or intellectual. The "work or task" performed must be directly related to the individual's disability.

"A public entity or private business must allow a person with a disability to bring a miniature horse on the premises as long as it has been individually trained to do work or perform tasks for the benefit of the individual with a disability. However, an organization can consider whether the facility can accommodate the miniature based on the horse's type, size, and weight. The rules that apply to service dogs also apply to miniature horses". (ADA National Network)

Who will need to be accompanied by the service animal?\*

- ☐ Employee
- ☐ Parent(s) of Student
- ☐ Visitor
- ☐ Student

Have you been accompanied by your service animal last school year? \*

- ☐ Yes
- ☐ No

Name of activity/function to be attended: \*

Your  
answer\_\_\_\_\_

What type of service animal will accompany you? \*

- ☐ Dog
- ☐ Miniature Horse

When will the service animal be at the school? \*

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ 4 days / week full time

What time will the animal be at school, and for how long? \*

Your  
answer\_\_\_\_\_

Does the service animal perform task(s) or functions that mitigate the individual's disability?\*

- ☐ Yes
- ☐ No

Does the service animal meet public appropriateness and behavior standards as lined out in the LCSD Service Animal Policy? \*

☐ Yes

☐ No

☐ Other: \_\_\_\_\_

Will the student need district transportation?

☐ Yes

☐ No

Address up pick up/drop off \_\_\_\_\_

If you are renewing your request and your vaccination record for the animal is expired, please attach the health certificate or report of examination, indicating that the service animal has a vaccination license and is free of disease. All new requests please submit health / vaccination record of animal.

The success of the implementation or visit of a service animal into a school setting depends on clear communication, a well-informed school community and careful planning. The information you provide will assist the building administration and the appropriate staff to make the best possible decisions for you, the employee, the volunteers and visitors at the school. The information will be filed in your or your child's record

1. I understand (if applicable) that the presence of a service animal may present competing educational rights between my student and other students at school. These issues may present at any time, and I understand that the Building Administrator or designee must manager them immediately.

I will:

a) participate in any meetings requested of me by the Building Principal and district administration.

b) authorize the school to disclose information as necessary to balance competing educational interests and integrate the animal into the classroom and the school environment.

c) I understand that for the safety and protection of students and staff, which is necessary for the safe operation of the school, the school may revoke access because:

- One of the criteria above is not present.

- The service animal displays aggression or appears to be an imminent threat to the safety or health of any person in the school. If this occurs the Building Administration and district administration will immediately contact me to remove the animal from the school property and/or summon Animal Control.

- The adult handler fails to follow the Building Principal's or district administration instructions.

d) I understand the service animal's owner is solely liable for any damage to persons, premises, or facilities that were caused by the service animal. I will hold, the district, its employees or agents harmless for any injury to, including death of, the service animal.

2. The information you provide will help the Building Administration to implement your request. It is important to provide the information that addresses the safety of the students and staff. For example, the Building Administration needs to know that the animal has no history of nipping, biting, or growling at children or adults, nor exhibits aggressive protective behaviors.

3. The well-being of the animal is also very important. Its care, handling and training needs to be addressed, and your input as trained handler is valuable. The Building Administration also needs to know what other resources are available to facilitate the transition to school and the implementation of the plan. Strategies for becoming familiar

with the building and school grounds, introduction to assemblies/concerts, recess and staff rooms (if applicable), and informing the staff about interacting with the dog will need to be included in the planning to be as consistent and fair to the animal as possible. NOTE: A school is not a training facility for service animals that have not finished their training. The training itself needs to happen outside of school. The handler needs to be in full control before a transition training with the animal can be considered and integrated in the plan.

4. The Building Administration, with assistance, will develop a communication plan that informs students, staff and community members as appropriate. Additionally, training and education will be conducted to students, staff, and the community about the rights of adults to use a service animal at school and the consequences for mistreatment of animals.

5. Your responsibilities include:

a) Provide the Building Administration with all required documentation, reports, and certification in a timely manner.

b) Assume financial responsibility of the animal's training, veterinary care, city/county license and all other related costs.

c) Participate in a school case conference meeting to inform the Building Principal of relevant information that may affect a child, other student, staff, and/or visitors to the school.

d) Transport or walk the dog to and from school, or facilitate the use of bus transportation.

e) Provide the required equipment and animal care items.

f) Assist the Building Administration to communicate relevant information to the school community.

g) Attend to the daily care needs of the animal.

h) Work cooperative with the school staff to make this accommodation a success.

6. Once the necessary information has been received, the Building Administration will consult with the district administration, prior to the admittance and implementation of the service animal to the school.

7. If the request is approved, a series of planning steps must take place to ensure a smooth transition for the entry of the service animal to the school.

8. After all the discussion and planning is in place, the goal will be to implement the plan as soon as possible.

I, the Handler/Owner acknowledge that I have read the terms.

Parent/Guardian Name (printed): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received by:

Administrator Name: \_\_\_\_\_

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Adopted: November 2024

Lake County School District R-1, Leadville, Colorado