

# **INDIANA SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED**

## **Service Animals in the School**

### **Policy O-43**

Employees, contractors, students, visitors and volunteers are expected to ensure the health, safety and welfare of all individuals while utilizing service animals and to further comply with the directives identified below:

#### **VISITORS**

- Service animals are allowed on campus under harness.
- Service animals must be kept under control at all times.
- Waste must be properly disposed of where children and other animals will not come in contact with it. For blind users of service animals, a designated area will be provided with appropriate containers for disposal.
- Visitors are to comply if they are requested by a staff member to remove the service animal from a certain area due to a health or safety concern.

#### **STAFF AND VOLUNTEERS**

- Service animals are allowed on campus under harness (working) or on a leash (at rest).
- The individual responsible for the animal must provide proof of training from a recognized school.
- A health certificate with annual report of immunizations must be on file at ISBVI.
- Service animals must be kept under control at all times.
- Waste must be properly disposed of where children and other animals will not come in contact with it. For blind users of service animals, a designated area will be provided with appropriate containers for disposal.
- The ISBVI will facilitate education for students and staff about the appropriate way to approach a service animal.
- The staff member or volunteer is responsible for any damage caused by the service animal on school property or vehicles.
- Staff and volunteers are to comply if they are requested by a staff member to remove the service animal from a certain area due to a health or safety concern.
- Concerns with the service animal or student/service animal working relationship will be referred to the service animal school.

## **DAY STUDENTS**

Students are allowed to have service animals on campus and in harness if they can meet the following requirements. The student must:

- Have a certified service animal and proof of training from a recognized school.
- Provide a certificate of health and an annual report of immunizations.
- Have a report from their trainer or school indicating what the student is able to do with the service animal.
- Be able to travel independently on campus with the service animal.
- Ensure that the service animal utilizes the relieving area provided and properly dispose of waste.
- Be responsible for purchase of food.
- Be responsible for feeding and watering the service animal.
- Prepare and implement an effective plan of action when students or others approach to pet or feed the service animal.
- Remove the service animal upon request from an area where a health or safety concern exists for another student.
- Be responsible for any damage caused by the service animal on school property or vehicles.
- Receive instruction from an orientation and mobility specialist to orient the student to campus if necessary, including the relieving and exercise areas.
- Work with the ISBVI to facilitate education for students and staff about the appropriate way to approach a service animal.
- Understand that concerns with the service animal or student/service animal working relationship will be referred to the service animal school.

## **RESIDENCE STUDENTS**

Residential students are allowed to have service animals on campus if they can meet the requirements above and

- Ensure that the service animal utilizes the exercise area provided for off harness exercise. This designated area is the only outside area where the service animal can be off the harness.
- Be responsible for the service animal and its needs on school trips.
- Some students in the residential program may have severe health issues. If such a student lives in a residence hall, a service animal may not be allowed to live in that residence.

## **Additional Items**

- New students admitted with a service animal will be evaluated at intake to determine if the student is independent in the handling and care of the service animal.
- Service animal immunization records, the health certificate and report from the trainer or school must be on file before the admission date.

The ISBVI Board directs the ISBVI Superintendent to ensure that ISBVI staff, contractors, and volunteers comply with this policy consistent with state policy or statutory requirements by:

- 1) Developing ISBVI Administrative Directives and Procedures to implement the ISBVI Board Policy on Service Animals in the School serving notice to staff and volunteers and clearly delineating their responsibilities, expectations, and procedures under this policy;
- 2) Providing ISBVI staff, contractors, visitors, students and volunteers with written notice and documenting their receipt of these documents by obtaining their signatures;
- 3) Affording initial and periodic on-going training to ISBVI staff, contractors, and volunteers on the ISBVI Board Policy on Service Animals in the School and accompanying ISBVI Administrative Directives and Procedures.

**ISBVI Policy O-43**

**Adopted by ISBVI Board:** 8/18/08, 10/27/08

**Reviewed and Approved:** 10/21/13, 10/22/18, **5/17/21**

**ISBVI Superintendent:** \_\_\_\_\_

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**Date**

**ISBVI Board Chair:** \_\_\_\_\_

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**Date**