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| Teitl: Title: | Assistance Dog Policy |
| Fersiwn: Version | 1 |
| I bwy mae'r Polisi hwn yn berthnasol? Who does this Policy Relate to? | Staff, students, visitors and contractors. Those who need an assistance dog to access the college environment who previously have not been able to due to a range of disabilities or poor mental health |

Cydraddoldeb ac Amrywiaeth / Equality & Diversity

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| Dolen at Gam 1 Asesu Effaith (ar Gydraddoldeb a'r Gymraeg): / Impact Assessment Stage 1 (Equality & Welsh) link: | Stage 1- Completed Stage 2- Not completed Stage 3- Not completed |
| <i>Effaith ar yr Iaith Gymraeg</i> <i>Mae asesiad effaith wedi'i gynnal ar y polisi hwn i ystyried ei effaith ar yr Iaith Gymraeg yn unol â Safonau'r Gymraeg (94-104) a Mesur yr Iaith Gymraeg (Cymru) 2011.</i> | <i>Welsh Language Impact</i> An impact assessment has been carried out on this policy to consider its effect on the Welsh Language in accordance with the Welsh Language Standards (94-104) and the Welsh Language (Wales) Measure 2011. |

Adolygu a Chymeradwyo / Review and Approval

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| Perchennog y Ddogfen: Document Owner: | Head of Inclusion | | |
| Ymgynghoriad / Consultation: | Inclusion Team ALNSCOs ALN/ Inclusion panel | | |
| Dyddiad cymeradwyo / Date Approved | Cymeradwyaeth y Pwyllgor Mewnol e.e. Grŵp Diogelu / Internal Committee Approval e.g. Safeguarding Group | ALNSCOs ALN / Inclusion Panel | |
| | Pwyllgor Cyfathrebu a Diwylliant / Communications & Culture Committee: | 02/02/22 | |
| | Pwyllgorau'r Bwrdd / Board Committees: | Pwyllgor Archwilio a Risg / Audit & Risk Committee: | - |
| | | Pwyllgor Cwricwlwm a Safonau / Curriculum & Standards Committee | - |
| | | Pwyllgor Cyllid, Pobl a Diwylliant / Finance, People & Culture Committee: | - |
| | Corff Llywodraethu / Governing Body: | - | |
| Dyddiad Adolygu: Review Date: | 02/02/26 | | |

Anfonwch y ddogfen wedi ei chymeradwyo i'w chyfieithu gan ddefnyddio'r [Ffurflen Cais Cyfieithu](#)
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Rhifwch bob adran a pharagraff
Please number each section and paragraph

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1. Introduction

- 1.1. Coleg Cambria is committed to providing an inclusive environment for students. The College recognises that assistance dogs provide invaluable support to individuals with a range of disabilities.

2. Aim

- 2.1. This document explains the College's policy relating to assistance dogs on the College's campus and in College residential accommodation.

3. Scope of the Policy

- 3.1. The College welcomes requests from student applicants relating to assistance dogs on campus including in residential accommodation.
- 3.2. Some areas of the campus may not be accessible to assistance dogs due to health and safety risks, licensing or sector regulations, including, but not limited to, animal storage areas and the Food Technology and Production facilities. The College will consider every request on an individual basis and endeavour to make reasonable adjustments to meet individual needs.
- 3.3. The College is unable to accept requests from students for support animals, therapy animals or pets on campus, unless they meet the definition of assistance dog as set out in this policy.
- 3.4. Student applicants wishing to discuss their assistance dog and support needs can contact the Inclusion Team on 01978 237468 for advice and guidance on their individual requirements.

4. Definitions

- 4.1. In this policy assistance dog means a dog with formal identification that has been specifically trained and accredited by a member of Assistance Dogs (UK), its partner agencies or equivalent organisation in another country or a dog assessed as demonstrating evidence in accordance with 4.2 below.
- 4.2. The College will assess individual cases where an assistance dog has not been accredited by a member of Assistance Dogs (UK), its partner agencies or an equivalent organisation in another country. Each case will be presented to the Inclusion Panel to be reviewed. The student/applicant should provide evidence to demonstrate that they:

- 4.2.1. Have undertaken a temperament assessment with a suitably qualified instructor
 - 4.2.2. Have been trained to Assistance Dogs (UK) standards by a suitably qualified instructor
 - 4.2.3. Have been assessed to Assistance Dogs (UK) standards by a suitably qualified instructor
 - 4.2.4. Can provide evidence of their public liability insurance
- 4.3. Evidence can be in the form of certificates, training and assessment records, insurance documents, testimonials from qualified and recognised professionals (this list is not exhaustive).

5. Responsibilities

5.1. The College will:

- 5.1.1 ensure that all access requirements are considered with all concerned departments, pre-agreed and communicated to the student before access to the campus and residential accommodation takes place;
- 5.1.2 give consideration to the welfare and wellbeing of the assistance dog when considering an access request or on-going access;
- 5.1.3 notify the relevant staff or students who are living or working in close proximity to the assistance dog;
- 5.1.4 identify and communicate the location of an appropriate spending area for use by the assistance dog;
- 5.1.5 put in place appropriate procedures for dealing with adverse incidents, such as allergic reactions, fear of animal presence, animal misbehaviour or damage to property so that any issues can be managed fairly and effectively.

5.2. The Student will:

- 5.2.1. Give consideration to the welfare and wellbeing of the assistance dog when making an access request and maintain the assistance dog in good health and cleanliness for the period of access;
- 5.2.2. Remain responsible for the conduct and behaviour of the assistance dog at all times whilst on campus or in residential halls;

- 5.2.3. Provide appropriate arrangements for the assistance dog where it cannot be accommodated in lessons or practical sessions in certain areas of the college, as the College is unable to provide kennel facilities;
- 5.2.4. Provide valid formal identification about the assistance dog, its owner and details of the training organisation and be able to show this information, if requested to do so by College staff;
- 5.2.5. Ensure that the assistance dog is covered by full liability insurance and is relevantly vaccinated and provide copies of this information to the Curriculum Director;
- 5.2.6. Keep the assistance dog on a lead at all times when in lessons or walking around the College campus;
- 5.2.7. Comply with all access restrictions put in place by the College as part of the access arrangements for the assistance dog;
- 5.2.8. Clean up after the assistance dog in so far as able and make use of the designated spending area as far as possible. Report any fouling in undesignated areas that cannot be cleaned up to a member of staff so that the facilities department can clean the area;
- 5.2.9. Ensure that the dog behaves well on college grounds and presents a safe and reliable temperament.
- 5.2.10. Ensure the dog can be formally identified in the form of a braided jacket or lead slip.

6. Process and Procedure

- 6.1. Student applicants wishing to be accompanied by an assistance dog should make a request and discuss their requirements initially with the Curriculum Director who should involve the Inclusion team.
- 6.2. The student/applicant must supply the Curriculum Director with the relevant documentation to evidence the assistance dog's accreditation, vaccination history and liability insurance.
- 6.3. The Curriculum Director will carry out appropriate consultation with all concerned department facilities, including the Health and Safety and Inclusion Team, and, if relevant, residential and transport services in order to consider appropriate arrangements and confirm whether reasonable adjustments can be made to provide access to services.
- 6.4. The Curriculum Director will confirm arrangements with the student/applicant, explaining any particular risks or issues with a granting of the request, including any areas of College services where the College considers a requested adjustment to its services to be unreasonable.
- 6.5. Where the request is granted, any specific adjustments, requirements or restrictions that apply will be explained to the student/applicant. These may include for example, alternative arrangements that the student/applicant may need to put in place for the assistance dog for certain lessons/practicals if the assistance dog is not permitted in those areas.

7. Concerns or complaints

- 7.1. The College may decline to accept or may require the removal of an assistance dog from its campus and accommodation if:
 - 7.1.1. It has not been trained and accredited by a member of Assistance Dogs UK, its partner agencies or equivalent organisation in another country;
 - 7.1.2. The College considers it poses a threat to the safety and security of students, staff, members of the public or other animals on site;
 - 7.1.3. The student does not act in accordance with the criteria set out in this policy and any access arrangements made under this policy, including the responsibilities set out in section 5.2;
 - 7.1.4. It is ill, in poor health, unclean or unkempt.
- 7.2. If the student or any other student or member of staff has a concern relating to the assistance dog, it should in the first instance be raised with the curriculum director with a view to resolving the issue informally. If the matter cannot be resolved informally, the complainant should raise a complaint in accordance with the College's complaints policies as appropriate.

8. Monitoring, review and equality impact

- 8.1. This Policy will be reviewed at least every three years and monitored. In monitoring its impact, the College will have due regard to the College's Strategic Equality Plan and the Equality Act 2010.
- 8.2. This policy is linked to the following policies and documents:
 - 8.2.1. College Strategic Equality Plan
 - 8.2.2. Complaints, Concerns & Compliments Policy
- 8.3. The College remains mindful of its duty of care and of its obligations under the Equality Act 2010. The College is fully committed to ensuring equality of opportunity and fairness in all areas of College life and in recognising the value of diversity. This Policy will be implemented in line with the College's Values mission and values that recognise, respect, promote and celebrate equality and diversity.

