



# HARTPURY

## Dogs at Hartpury

This policy aims to safeguard dog welfare when at Hartpury including their use in teaching, learning and human wellbeing activities on Hartpury campus.

### 1. Scope

It is recognised that dogs owned by staff, students, contractors and visitors, come onto Hartpury campus for various purposes. The **core principles** (section 2) outlines the responsibilities of dog owners, how dogs are expected to behave and where they are permitted on campus. This is essential to ensure:

- high levels of dog welfare are maintained for dogs brought to Hartpury campus and,
- the protection and wellbeing of people (staff, students, contractors and visitors) on Hartpury campus.

Alongside the **core principles** for dogs on campus, there is additional guidance provided for specific categories:

- 1: Assistance/Service Dogs
- 2: Dogs used in Teaching
- 3: Support Dogs
- 4: Dogs used in Research
- 5: Dogs used in Wellbeing
- 6: Dogs used in Hartpury operations (farm working dogs)

**Until Hartpury is in a position to develop facilities specifically designed to support positive dog welfare, Hartpury is not able to allow access to any dog, at any time, to the campus. If dogs (and owners) have been approved through one of the above categories and continue to align with the core principles, then through that process, we know the dog's welfare will be protected.**

**The only exemptions apply for staff who are residents at Hartpury and have applied via HR to keep their dog on site, visitors to Hartpury during events and those who use the public right of way for walking dogs. Unless dogs are formally approved, we are not able to support their regular attendance on campus.**

All staff and students should feel empowered at Hartpury to take an active role in supporting positive dog welfare on campus; this policy provides a clear and transparent

framework under which dogs are permitted on campus. If you are concerned about dog welfare you should talk to the owner / handler immediately.

## **2. Core Principles**

### **i. Expectations of dog owners or handlers**

- a. Dog owners are responsible for ensuring the welfare needs of their dogs are met.
- b. It is the ethical and legal responsibility of the dog owner to ensure that the physical, psychological and emotional wellbeing of the dog is neither compromised nor likely to be compromised. They must adhere to the guidance provided in the Animal Welfare Act (2006).
- c. Dog owners can delegate responsibility for their dog(s), to 'handlers', who will act to supervise dogs for a limited period; this can include taking part in 'activities' like teaching (appendix 6.2) or work (appendix 6.6).
- d. Any person handling the dog must use positive reward-based training methods and equipment. Physical reprimands or other strategies employed to reduce behavioural expression are not encouraged and is not viewed as a satisfactory replacement for appropriate and sensitive training to meet the needs of teaching or the dog's welfare. For example see <https://bit.ly/35N8BfX>.
- e. Dogs should be accompanied by the dog owner or handler at all times, unless sufficient provision has been made to meet the minimum requirements outlined in section 2ii
- f. Dog owners or handlers must show consideration for other stakeholders at Hartpury, this includes ensuring noise from their dog is kept to a minimum.
- g. Dog owners or handlers must have a means to clean up after their dog, specifically to remove any faeces left by the dog and dispose of this appropriately and to rectify any incidental damage e.g. digging / dirt and removal of dog hair in buildings.
- h. For dogs which are permitted on Hartpury campus (see section 6), owners are responsible for ensuring that their dogs are insured which includes third party liability as part of the policy. A copy of this must be seen during the individual approval process.
- i. Dog handlers must know the dog well and have either passed an assessment (Section 6.2.3.b) for working with that dog and/or be competent in understanding that dog's behaviour/body language and their health and wellbeing needs.
- j. Dog owners or handlers must be able to recognise initial signs of stress, anxiety, discomfort, illness and fatigue in the dog they are working with and act suitably.
- k. Dog owners or handlers must be aware of relevant risk assessments and associated procedures, including fire evacuation.

### **II. Minimum requirements to ensure dog welfare**

- a. Dogs should be in good health when visiting Hartpury campus. Dogs must have regular veterinary health checks and be up to date with all necessary vaccinations, be of good health, free of parasites and receiving regular worm/flea treatment under the direction of a veterinary professional. Proof of vaccinations must be declared as part of the approval process and veterinary records should be made available if requested.

- b. If a dog shows signs of stress, anxiety, discomfort or fatigue, they must be removed from their current situation and the issue causing the stress identified and addressed; this might mean the dog should be removed from Hartpury campus.
- c. Dogs must be kept under control at all times by relevant methods depending upon the location and situation e.g. dogs must be on a lead if livestock are present or within busy areas.
- d. Dogs should not be expected to mix with unfamiliar dogs; except where necessary for specific activities where exemptions may apply e.g. dog grooming, training sessions etc.
- e. Dogs should be microchipped and have visible identity discs with the owner's information.

### **III. Environmental conditions which should be provided to dogs**

- a. Dogs must have access to fresh drinking water and food as appropriate.
- b. Dogs must be given the opportunity to toilet when required, in an appropriate place, which is subsequently cleaned up and deposited appropriately.
- c. Dogs should be provided with adequate exercise.
- d. Enough space must be provided for the dog to be able to move about comfortably and lay down. As appropriate a bed and/or blanket, or other materials, can be provided to ensure the dog's comfort. The RSPCA has advice regarding environmental conditions including the use and recommended duration of crates, should these be used. <https://www.rspca.org.uk/adviceandwelfare/pets/dogs/environment/crates>
- e. Dogs are not permitted in any Hartpury buildings including areas where food is prepared and or consumed, teaching rooms, laboratories, library, IT suites, Student Union, residences, toilets, and offices (see following appendices for exceptions).
- f. Dogs are not allowed onto the sports pitches, on ornamental grass areas, gardens or experimental plots.
- g. Dogs should only be left in a car as a temporary measure enacted because of extenuating circumstances. If dogs are left unattended in cars, the above environmental conditions should be provided.

### **3. Exemptions**

There are specific criteria which enable some dogs access to areas of Hartpury campus ordinarily considered restricted; notably for assistance and support dogs (see section 6.1 & 6.3), and dogs supporting Hartpury activities (section 6.2-6.6). All exemptions require pre-approved agreement.

Where external canine organisations are invited on-site to provide demonstrations or as part of a teaching exercise, the responsibility for animal welfare lies with the organisation. The core principles of this policy must be adhered to.

### **4. Conflicts**

- a. Hartpury reserves the right to remove or restrict entry to any dog when it poses a direct threat to the health & safety of others.

- b. If a dog's behaviour provides grounds for removal, all reasonable measures will have been taken to first improve these.
- c. Where a dog poses adverse health risk to an/other people/s, Hartpury will seek medical documentation from the affected party/parties to determine suitable alternative and equitable arrangements for either or both parties.

## **5. Related legislation**

Animal Welfare Act (2006). This law applies to all dog owners/keepers, ensuring that they have a legal duty of care to meet the five welfare needs of their dogs.

Further information about The Five Freedoms is available at <https://www.fawec.org/>

Dangerous Dogs Act (1991 amended 1997, 2014)

General Data Protection Regulation (GDPR) 2018)

## **6. The Use of Dogs in Certain Roles**

### **6.1. Assistance Dogs**

#### **6.1.1. Introduction**

Hartpury recognises that a dog kept and used by a disabled person (as defined by the Equality Act 2010) solely or mainly for the purpose of assisting that person to carry out day to day activities, will require access on campus including residential accommodation. Hartpury recognises that assistance dogs provide invaluable support to individuals with a range of disabilities and in response welcomes accredited assistance dogs registered with Assistance Dogs (UK) or one of their partner agencies on campus.

#### **6.1.2. Definition**

For the purpose of this policy assistance dogs are those who have been trained and qualified by one of the organisations registered as a member of Assistance Dogs (UK) or an equivalent organisation in another country. The member charities of AD(UK) have all been accredited by Assistance Dogs International (ADI) or the International Guide Dog Federation (IGDF). Dogs registered with AD(UK) should have formal identification with them and are always permitted to accompany their owners in all places within the United Kingdom – exceptions apply only when there is a severe risk to Health and Safety. Assistance dog owners should be able to provide evidence that their dogs are certificated as assistance dogs.

Assistance Dogs (UK) is a coalition of 8 organisations; individual members of which are listed on their website <https://www.assistedogs.org.uk/members/>.

There are currently no ADUK accredited assistance dog charities that train dogs for people with mental health issues where this is the only disability. Therefore, dogs trained to support mental health, sometimes referred to as therapy or support dogs, are not considered assistance dogs in this policy.

#### **6.1.3. Guidelines**

- a. Assistance dog identification in the form of branded jackets or lead slips should be used.
- b. A yellow ID booklet from the Assistance Dogs (UK) member organisations should be available if requested; this ID book contains information about the Assistance Dog and its owner, and details of the training organisation who trained the assistance dog.
- c. Assistance dogs are highly trained working dogs, performing tasks to assist disabled persons. Therefore, others should not:
  - i. touch or feed an assistance dog, unless invited to do so by their owner;
  - ii. deliberately distract or startle an assistance dog;
  - iii. separate or attempt to separate an assistance Dog from the person using the dog's service.

#### **6.1.4. Application process**

- a. Staff and students who require the use of their assistance dog to support their activities at Hartpury should declare this as soon as possible through Human Resources or the student Admissions Team who can inform the Dog Policy panel via the email [dogs@hartpury.ac.uk](mailto:dogs@hartpury.ac.uk)
- b. Upon declaration, Hartpury will assess the application to facilitate and identify any areas Where there might be conflict of interests and lead to restrictions e.g. containment level laboratories.
- c. Information about the animal and its tasks/duties, should be made readily available to Hartpury staff if reasonably requested.
- d. Where restrictions for access are stipulated on the grounds of compromised health and safety, assistance dogs must not enter these areas and reasonable adjustment will be made (see exemptions).

#### **6.1.5. Exemptions**

Restricted areas may include research laboratories, medical facilities, areas where protective clothing is required etc. Applications for exceptions will be reviewed on a case-by-case basis.

## **6.2 Dogs in Teaching**

### **6.2.1 Introduction**

Hartpury recognises that staff and student dogs (pets) contribute positively to support teaching on various courses. To ensure the objectives of the Dogs at Hartpury policy are met, when dogs are used to support teaching, the core principles within the policy need to be adhered to along with the additional requirements below. Dogs can be volunteered for teaching activities, following a dogs for teaching approval process which will consider the dog, handler and environment in which the dog will rest in.

### **6.2.2 Definition**

Dogs are considered instrumental in teaching activities, where their inclusion is pivotal to achieving learning outcomes identified within either a programme or module descriptor.

### **6.2.3 Guidelines & Approval Process**

- a. Dogs are selected where appropriate and required, to meet learning outcomes under the direction of a sufficiently experienced member of staff.
- b. Dogs can be volunteered for use in teaching by contacting the Dog Policy panel [dogs@hartpury.ac.uk](mailto:dogs@hartpury.ac.uk) who will direct the enquiries to the relevant heads of department for suitability ahead of assessment.
- c. Where appropriate, dogs should be pre assessed for suitability following the Canine Behavioural Assessment & Research questionnaire (CBARQ) by an assessment team comprising of a qualified behaviourist, to ensure robust and suitable selection of dogs. A register of dogs who have met the assessment criteria will be held and must be renewed after 12 months or sooner, if required.
- d. Risk assessments should be created that consider the level of risk to both students and/or handler and dog, and any other stakeholders, as well as the suitability of the dog for each specific teaching activity as required. This must assess the environment, including where the dog will rest.
- e. Dog owners or handlers must be satisfied that necessary training and knowledge is sufficient to ensure teaching sessions are effective and safe.
- f. Those leading the teaching session must be sensitive to balance the needs of students against those of the dog and ensure that the duration of the activity is appropriately managed.
- g. Sensible precautions must be in place to minimise the risk of disease spread e.g. hand washing before and after each teaching session, for the handler and all that might touch the dog.

### **6.2.4 Environment**

- a. Clear signage should be provided when and where a dog is present in Hartpury buildings.
- b. Where an office is used for the dog to rest in during teaching activities:
  - i. permission should be sought from all 'staff' who share the room; explicit permission should be gained before the dog 'uses' the room.
  - ii. if a member of staff does not want to grant permission but without prejudice, this can confidentially be made to the Director of Animal.
  - iii. permissions should also be sought from line managers.
  - iv. where permission is granted, the number of dogs allowed per room should be determined by size of the dog(s) and the room.
  - v. it would need to be demonstrated that dogs sharing a room, can do so peacefully.

- c. Dog owners should provide a basket or blanket for their dog to protect the carpet where they support teaching or rest.
- d. Dog owners are responsible for cleaning the environment after the dog, which includes hoovering carpets to remove pet hair.

#### **6.2.5 Use of dogs in teaching within commercial enterprises**

Where dogs are used for teaching within a commercial enterprise or as part of an adult short course qualification, e.g. dog grooming, hydrotherapy and dog walking; Hartpury recognises that there will be exceptions or modifications to the requirements identified. Reasonable adjustment will be made where appropriate, to best reflect the nature of the industry activity whilst ensuring that the core principles are adhered to.



## 6.3 Support Dogs

### 6.3.2 Introduction

Hartpury recognises that the use of support dogs can enhance peoples' lives and increase their ability to access and participate in situations which they would otherwise find difficult. The use of support dogs [SD] is increasing, however there is currently no legal (in the UK) or medical recognition of their status, this also means that the definitions ascribed to support dogs are various.

Subsequently, the sector has yet to produce a clear method of supporting SD in the same way as outlined for Assistance Dogs. As a result, Hartpury is cautious in supporting such requests while there is a significant lack of training available for both dogs and owners in busy environments such as Hartpury. Our priority is to all stakeholders at Hartpury, including the applicant and their dog, therefore the approval of dogs for this purpose will be minimal.

### 6.3.3 Definition

A support dog is trained to alleviate one or more identified symptoms or effects of a person's disability. A support dog is a pet, which after training of both the handler and dog is considered to provide benefits to the handler. The person does not need to be registered disabled but have been diagnosed by an appropriate practitioner who has a long standing relationship with the person to have a diagnosed condition which could be alleviated by the presence of an SD.

### 6.3.4 Application process for Support Dogs

People wishing to 'use' SD at Hartpury are required to make a formal application outlined below and declare this as soon as possible through Human Resources or the student Admissions Team who can inform the Dog Policy panel via [dogs@hartpury.ac.uk](mailto:dogs@hartpury.ac.uk)

- a. Applicants need to present evidence of their disability;

Appropriate evidence will include information about the condition, its severity and history, how the SD can mitigate symptoms and provide an overview of how the clinical practitioner is qualified to make these judgements to include, a brief overview of their expertise in SD and their professional history with the applicant. All information requested is not deemed confidential.

- b. Applicants need to identify what tasks/duties their dog has been trained to perform to support them and how this alleviates their disability;
- c. Applicants need to provide evidence of ongoing treatment to support them progressing in the absence of their SD;
- d. Applicants need to provide evidence that they and their dogs are sufficiently trained with a recognised group that specialises in emotional support dog activities to navigate daily life at Hartpury;
- e. The applicant needs to provide evidence that their dog meets health and safety requirements, as outlined in this policy.

Though Hartpury recognises the SD can prove useful, it is also recognised a duty of care to the applicant where SD may not be supported. Where an SD is not supported, the applicant would benefit from exploring alternative options to manage, alleviate symptoms and in some cases overcome some of the symptoms.

### **6.3.5 Restrictions**

Access to areas on campus will be determined on a case-by-case application. It is unlikely support dogs will be allowed to enter areas preparing and serving food.

## **6.4 Dogs in Research**

### **6.4.2 Introduction**

In research projects which include dogs, all necessary steps as outlined in the core principles of the Dogs at Hartpury policy should be met in addition to those outlined in the Hartpury Ethics Policy.

### **6.4.3 Definition**

Research in this context is described as any situation where data are collected solely for the purpose of exploration; by distinction an activity might not be deemed research if it were carried out irrespective of whether data were collected or not. It is good practice however, to comply with the Hartpury Ethics Policy if data is to be collected.

### **6.4.4 Requirements**

- a. Any research involving dogs must be pre-approved by the Hartpury Ethics Committee.
- b. Staff and students should refer to Hartpury's 'Ethical Guidance for Studies using Animal Subjects' document.

## **6.5 Dogs included in Animal Assisted Interactions (Wellbeing)**

### **6.5.2 Introduction**

Hartpury recognise that animal assisted interactions (AAI) can be of value for staff and student wellbeing. AAI with dogs offered by Hartpury vary greatly, in terms of what activities are organised, by whom, and the intended outcome. Activities may include, AAI within the library during perceived stressful periods for FE and HE students, dog walking with Pets as Therapy (PAT) accredited dogs and socialisation activities.

### **6.5.3 Definition**

Any Hartpury organised dog activity which has no learning outcome is considered in this context as an AAI. Whether there are wellbeing benefits experienced by staff and/or students, and the emotional value, magnitude and significance of these benefits, are part of ongoing research.

### **6.5.4 Requirement**

All necessary steps, as outlined in the core principles of the Dogs at Hartpury policy should be met, to ensure that the welfare of the dog is a priority, the wellbeing and safety of the students is protected and the activities are conducted in suitable surroundings. Furthermore, that dogs used in these activities can be suitably accommodated when not actively taking part in AAI.

For guidance, The Kennel Club 'Bark and Read' standards of practice, provides further guidance where dogs are used within Animal Assisted Interventions in education.

[https://www.thekennelclub.org.uk/media/1159872/barkread\\_standardsofpractice\\_a4\\_8p-booklet\\_web.pdf](https://www.thekennelclub.org.uk/media/1159872/barkread_standardsofpractice_a4_8p-booklet_web.pdf)

## **6.6 Staff Dogs used in Operations (working dogs)**

### **6.6.2 Introduction**

Hartpury recognises that dogs are used on campus to carry out tasks to support the daily operations of commercial entities run by Hartpury and where these occur, they are undertaken following industry best practice standards, for example on Home Farm.

### **6.6.3 Definition**

Working Dogs within this category are considered those who have been selected to support practical operations on Hartpury campus, namely within Home Farm and within the department of Countryside Management & Game (CM&G) Keeping.

### **6.6.4 Requirements**

Dogs have to be pre-approved to be working dogs, by either the Farm Manager or Head of Department for Agriculture FE.

- a. Working Dogs are required to assist the daily operations under the direct control of a member of Farm or FE Agriculture staff; including tending cattle or sheep, on shoot days, dogging in, retrieval of game.
- b. Occupy the kennels at the farm when between tasks 'on duty' with clear contact details and information present on the kennel door.
- c. Dogs must be let out and exercised at least 3 times during the working day, additional to that:
  - i. Dogs must be allowed out to exercise no later than 08:00 each morning;
  - ii. Dogs must be allowed out to exercise no earlier than 19:00 each evening.
- d. Dogs **MUST NOT** be used for hunting/coursing unless prior permission is obtained as part of a structured activity.
- e. Dogs **MUST NOT** be exercised where they may worry livestock/quarry – witnessed acts of Livestock Worrying is an offence and may result in the offending dog being shot on-site.

### **6.6.5 Guidelines for Owners/Handlers**

- a. Dog food must be kept in a secure, airtight, rodent proof container.
- b. Information about the animal and its tasks/duties, should be made readily available to Hartpury staff if reasonably requested.
- c. The dog owner is responsible for cleaning the kennel, pre, post and during occupancy.
- d. No dog(s) should be housed in the kennels over the weekend unless prior permission has been obtained.
- e. Working dogs are not to be brought into communal areas (burger van, porta cabin, recreational areas), the MW Building, farm classrooms/workshops, accommodation.
- f. Dogs may be used for tasks during CM&G student's duties.

## 7.0 Glossary

**Dangerous dog:** Refers to any dog that has, without provocation:

- (a) attacked or killed an animal or person
- (b) repeatedly threatened to attack an animal or person
- (c) repeatedly chased an animal or person
- (d) any dog that has been declared dangerous by a council or a court.

Dogs identified as Specially Controlled Dogs by the Dangerous Dogs Act (1991 amended 1997, 2014) are not permitted on Hartpury premises. This includes the full or cross-bred off-spring of those dog breeds listed including, but not limited to:

- (a) American Pit Bull Terriers or Pit Bull Terriers
- (b) Japanese Tosas
- (c) Dogo Argentino (Argentinean Fighting Dogs)
- (d) Fila Brasileiro (Brazilian Fighting Dogs).

**Dog owner:** The person legally responsible for the control, financial interest and custody of a dog.

**Dog handler:** Person(s) responsible for the care of the dog during teaching sessions. This may also involve ensuring the dog is suitably prepared for the teaching session and rested/cared for during and afterwards. In many cases they will also be the teaching facilitator.

**Natural fauna:** Refers to animals that are native to Hartpury Premises or surrounding environs.

**Teaching facilitator:** Person delivering and leading the teaching session. For example, this may be the module leader or a guest or volunteer delivering the teaching session within Hartpury.

**Teaching session:** The time devoted specifically to the delivery of the teaching session. Teaching sessions can include but are not limited to lectures, seminars, practical's, workshops.

**Teaching delivery team:** Team of people involved in the delivery of the teaching session. This will include the module leader and may include other members of the teaching team. All may be present at the teaching session.

**Resident dog:** A dog belonging to Hartpury staff who live on Hartpury campus.

**Student:** People registered on a Hartpury course, including all ages and abilities.

**Hartpury Premises:** Includes any land which is owned, controlled, managed or occupied by Hartpury together with any building, construction or facility of any kind (whether permanent or temporary) on that land and also includes any other building, construction or facility which is under the control, management or occupation by Hartpury.

**Visitor:** Person on Hartpury campus who is not paid or registered on an educational course; this may include family or friends of staff and students, participants and/or attendees to functions operated by Hartpury, or persons living within the Hartpury community.

**Visiting dog:** Dogs that visit Hartpury.

**Zoonosis:** A disease transmissible from animals to people, or vice versa. Also termed zoonotic disease. Zoonoses is the plural.

### **Equality, Diversity and Inclusion**

As with all Hartpury policies and procedures, due care has been taken to ensure that this policy is appropriate to all members of staff regardless of their age, disability, ethnicity, gender, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sexual orientation and transgender status.

The policy will be applied fairly and consistently whilst upholding Hartpury's commitment to providing equality to all. If any employee feels that this or any other policy does not meet this aim, please contact the HR Department.

Hartpury is committed towards promoting positive mental health by working towards the MINDFUL EMPLOYER Charter. Hartpury aims to create a culture of support within the workplace where employees can talk about mental health problems without the fear of stigma or discrimination.

### **Approval and Review Cycle**

Date Last Approved	May 2020
Policy Owner	Dog Policy Panel
Approving Committee	Exec
Status	Approved
Effective from	September 2020
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