

# Animals at Edge Hill University Policy

2023-25



Edge Hill  
University

# Animals at Edge Hill University Policy

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## Summary

Animals at Edge Hill University Policy.

## Glossary of Terms

N/A

## Introduction

Edge Hill University is a diverse community and takes its responsibilities for the welfare of all staff and students seriously. Edge Hill University generally prohibits individuals from bringing animals inside any University owned, leased, or controlled buildings, vehicles or structures or onto University grounds ('University Premises'). The exception to this is where assistance dogs are required to support an individual's specific needs and this policy outlines the arrangements in place to ensure that this is appropriately controlled.

The main hazards and concerns associated with having animals in University Premises are:

- Stalled or delayed evacuation of a building in an emergency situation
- Aggressive behaviour of animals
- Allergic reactions and transmission of disease
- Zoophobia (phobia of animals that causes distress or dysfunction in an individual's everyday life)
- Slips, trips and falls
- Animal waste
- Damage to University property

In order to minimise these risks animals are not permitted on University premises, including halls of residence. The only exception to this rule is for Assistance Dogs where the arrangements meet the criteria set out in this document.

## Policy

Where a student requests to bring an Assistance Dog onto University Premises this must be agreed with the Inclusion Team, and where this request also includes Halls of Residence with the Accommodation Team.

Where a member of staff requests to bring an Assistance Dog to work, this must be agreed with the Head of Department.

In both instances the University must be satisfied that;

- The requirement is legitimate (It may be necessary to provide medical confirmation in some cases)
- The dog is a registered Assistance Dog (see section 3)
- Consultation has taken place with other relevant stakeholders, either for agreement or for awareness. This would include other residents, colleagues, other campus support services and relevant Heads of Department
- Suitable accommodation is or can be made available where this is necessary.
- The dog owner agrees to abide by the Responsibilities (see below) under which the dog is permitted to be on University Premises (Section 4)

### 1. Assistance Dogs

Assistance dogs (for example, guide dogs, hearing dogs, and service or seizure alert dogs) are allowed onto University Premises under the control of their owner.

Students with a disability who utilise an Assistance Dog shall register in advance with the Inclusion Team by emailing: [InclusionTeam@edgehill.ac.uk](mailto:InclusionTeam@edgehill.ac.uk).

Assistance Dogs must:

- Be fully trained by a member of Assistance Dogs UK (AD(UK)), a coalition of Assistance Dog organisations listed below or an equivalent organisation in another country.
- Have a formal identification in the form of branded jackets or lead slips.
- Have the yellow ID booklet from the AD(UK) member organisation. This ID book contains information about the owner and their dog, details of the training organisation who trained the dog and its owner.

In exceptional cases and with the full agreement of HR and the Head of Department (staff) or Inclusion team (students) a dog providing animal-assistance therapy (AAT) may be approved. If AAT is considered necessary for a member of staff, this must first be considered and supported by the University's Occupational Health provider and agreed by the Head of Department for the staff member. Therapy dogs must be

highly trained and suitably identified to ensure that they meet the requirements set out in this policy.

Any records relating to the presence of an assistance dog must be maintained by Inclusion team for students and by the Head of Department for staff, whilst ever the dog is present and for 3 years afterwards.

### 3. Responsibilities

Alongside the requirement to be an accredited dog by Assistance Dogs UK. Staff or students bringing Assistance Dogs onto University Premises must;

- Request permission from the University to bring their dog onto campus at the earliest opportunity. This permission should include provision of all relevant information demonstrating the requirements of this policy have been met.
- Ensure that their dog does not cause injury, harm, ill health, offense, nuisance or distress to other members of the University community.
- Ensure that their dog does not cause damage or introduce parasites to the University Premises.
- Ensure that their dog is covered by full public liability insurance and provide a copy of valid insurance to the University.
- Ensure that their dog does not roam freely throughout any University Premises.
- Ensure that their dog is not left in a car or left tied up outside University buildings.
- Ensure that their dog does not foul areas of University Premises.
- Ensure that their dog is identifiable as an Assistance Dog when carrying out its working role.
- Ensure that their dog is under their control at all times and will sit or lie quietly on the floor next to its owner.

Where the introduction of an assistance dog with introduce a specifically identified allergy risk to another individual, steps should be taken to reduce this risk, for example by considering separate working locations. These adjustments should be identified and agreed through risk assessment.

### 4. Information for Members of the University

Please note Assistance Dogs are at work, performing tasks to assist persons with disabilities and are not pets. Talk to the handler, not the animal, please be mindful that sometimes handlers won't have time to stop and talk.

Members of the University community shall not:

- Feed, pet or praise Assistance Dogs
- Deliberately distract or startle an Assistance Dog
- Separate or attempt to separate an Assistance Dog from the person using the animal's service.

Please note that seizure alert dogs are trained to behave differently when they detect a potential seizure, and they can appear to be misbehaving.

## 5. Exceptions

Exceptions to this Policy may be granted for certain events such as pets as therapy, visits from Guide Dogs UK, learning/teaching events. Such exceptions only to be granted with a written request to Facilities Management along with a full risk assessment.

This policy document does not deal with animals for use in research and you should refer to the University's Code of Practice for further information on this issue.

## Key to Relevant Documents

N/A

## Annexes

N/A

## Endmatter

## Version Control

Version	Date	Change Author	Summary of Changes
V 1.0	Jul 2023	Corporate Health and Safety Manager	<ul style="list-style-type: none"><li>• Changing from Guidance to Policy</li><li>• Document transferred to new template.</li><li>• Minor amendment to remove list of registered charities</li></ul>

Title	Animals at Edge Hill University Policy
Policy Owner	Corporate Health and Safety Manager
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