

SERVICE DOG PROCEDURE

This procedure is governed by its parent policy. Questions regarding this procedure are to be directed to the identified Procedure Administrator.

Category:	D. STUDENT / ACADEMIC
Parent Policy:	D18 Disabilities and Accessibility Support
Approval Date:	October 15, 2021
Effective Date:	
Procedure Owner:	Director, TLCI

Overview:	<p>Students who have a documented disability requiring a Service dog are permitted to access Olds College premises, as per the Human Rights Act of Alberta. As per the Service Dogs Act of Alberta, qualified service dogs are permitted in any public place where people are normally allowed to be. Service dogs must be accompanied and controlled at all times by their animal dog owner. A service dog must be up-to-date on all core vaccinations. Due to the nature of our programming, each individual needing to register their service dog must reach out in advance, in order to provide Olds College the opportunity to discuss safety and planning measures.</p> <p>To be considered qualified, the dog must be trained by a school that is accredited by Assistance Dogs International. A Government of Alberta Service Dog ID Card is available for qualified service dog users. The Owner must be able to present the Government of Alberta Service Dog ID Card if requested by Campus Security or Olds College staff. Animals that are not registered as a Certified Service Dog through a Governing Agency are not eligible, including emotional support or therapy animals.</p>
Procedures:	<p>Roles and Responsibilities</p> <p><u>Students/Owner:</u></p> <ul style="list-style-type: none"> ● Must register with Accessibility Services prior to arriving on campus to ensure all documentation is current ● Provide Accessibility Services with the proper documentation for their records ● Must complete the Olds College Veterinary Requirement, which can be accessed through Accessibility Services

- A student who brings in a Service Animal onto Olds College property will be held responsible for any costs or damages incurred
- Ensure that animals relieve themselves outside, as well as cleaning up after their animal. Owners should not call upon classmates, instructors, or facility staff for any clean up
- Contact Accessibility Services prior to their start date to ensure accommodation needs are met and a safety plan can be created
- Ensure the animal is under control and well-behaved at all times

Instructors and Staff:

- Members of the College community are to maintain a respectful distance when in its vicinity. It is not considered appropriate to pet, feed, startle or play with a service dog while it is working on campus.
- Depending on the course registered, instructors will meet with the appropriate stakeholders, such as the Associate Dean, Accessibility Services, and the student to determine any safety concerns. Placement of crate or housing should also be discussed.

Olds College:

- In cases where a Service dog is excluded from certain access permissions, leading to a loss of service (e.g. missed classes, etc.) for the animal owner, the College shall provide the dog owner reasonable accommodation in accordance with legislation.
- Olds College reserves the right to ask the owner to leave the public place if their Service Animal is not under control
- Once all requirements have been satisfied, Olds College will issue an ID card for the Service Dog for the duration of study

Campus Housing

- Students living in campus housing must have approval through the appropriate campus housing procedure, which is separate from the Accessibility Services Service Dog Procedure
- If the student is considering living in campus housing, they are strongly encouraged to disclose this to Accessibility Services to ensure the proper procedures are followed.

A service dog may only be excluded from College premises or services when one of the following conditions exist:

- The service dog is disruptive, and its animal owner is not effectively controlling it;
- The service dog's presence, behaviour or actions pose an unreasonable or direct threat to property or the health or safety of others. The direct threat, in this case, is not considered remote or speculative, such as thinking an animal might bite someone or will annoy others. Allergies or a

	<p>fear of animals are generally not sufficient conditions for exclusion but will be addressed through College policy and procedures around accommodations under Alberta Human Rights legislation.</p> <ul style="list-style-type: none"> ● Olds College reserves the right to ask the owner to leave the public place if their Service Animal is not under control ● Protection under the Service Dogs Act does not apply if the owner does not control the behaviour of their service dog. In all cases, only clean, trained, well behaved, non-aggressive Service Animals are allowed, and they are to be leashed and kept under control at all times.
<p>Definitions:</p>	<p>Service Animals: Trained by an organization with the individual; these animals are registered by the Government to work with the individual in need. An animal that has individually been trained to do work or perform tasks for an individual with a disability. The task performed by the animal must be directly related to the person’s disability.</p> <p>Support Animals: Personally owned and have obtained certification for the purpose of support and comfort for the individual.</p> <p>Therapy Animals: Certified and trained to provide support and comfort. These animals are sometimes used in counselling treatment</p>
<p>Related Information:</p>	<p>D18 Disabilities and Accessibility Support Policy C33 Animals in the Workplace</p>
<p>Review Period:</p>	<p>3 Years</p>
<p>Revision History:</p>	<p>October 2021: New</p>