

Dog and Pet Policy and Guidelines



MONITORING: Headmaster to monitor

UPDATED: January 2024

REVIEW DATE: January 2026

Introduction

Pets, particularly dogs, are an important part of life for many families and are often included in day-to-day activities such as walking children to and from the School or visiting the playing fields when matches are taking place. Members of staff who are resident on site may also choose to own pets, which therefore spend most of their time within the School boundaries.

Whilst the School appreciates the positive attributes and values of pet ownership as an educational experience, it also acknowledges that there may be some members of staff, pupils and visitors to the school for whom contact with some pets can be stressful, frightening or may even pose a threat to health from bites, infections or allergies.

This Policy therefore takes into consideration the needs and expectations of all members of the School community.

The School reserves the right to ask individuals to remove their pet(s) from the site, or not to bring their pet(s) in to the School.

Policy and Guidelines

1. All Staff and Visitors Bringing Pets

- Visiting parents, for example watching sports matches, may bring dogs onto the School site.
- Dogs must be kept under close control, i.e. on a lead.
- All dogs must have a collar with an identity tag.
- Dogs may not be left unsecured at any time, except in private property.
- It is the responsibility of all pet owners to ensure excrement is cleared up immediately and disposed of by bagging and placing in one of the bins specifically provided for the purpose at three points: the Front of the School, by the Main Pavilion and by Spens Pavilion. It must not be placed in the normal school rubbish bins.
- Pet owners must take proper preventative treatment against worms, fleas, ticks etc

- In general, dogs must be kept under close control when pupils are present. Staff and visitors are expected to make their own judgement about the appropriateness or otherwise of the presence of dogs in the many different facets of a boarding school's life. The following are examples of what should be considered:-
 - Any hazards that may be caused by the presence of an animal;
 - The temperament of the dog;
 - The risk of distraction (e.g. when driving a minibus);
 - The attitude of pupils; and
 - Whether individuals may be uncomfortable in the presence of animals or may suffer from allergies.
- Unless agreed in advance by the Headmaster or Bursar, staff and visitors should not bring their pets into the communal areas of school buildings including the Dining and Sports Halls, Performing Arts Centre, Swimming Pool enclosure, classrooms, staff common rooms and offices. Some staff and pupils may have allergies or feel uncomfortable in the presence of animals. Hygiene may be compromised by the presence of animals.
- Staff may be permitted to bring dogs into their offices with permission, provided their pets are adequately cared for, behave appropriately, have the necessary vaccinations, are closely supervised and all other staff who share that communal workspace approve.

2. Hearing Dogs, Therapy Dogs and Guide Dogs for the Blind will be assessed and dealt with separately

3. Members of the Public

- The School site is private property and members of the general public are not permitted to exercise dogs on it. Members of staff should challenge any member of the public exercising dogs and politely ask them to leave.
- The School will communicate to parents, through regular electronic newsletters, its concern that pet owners must take care, if they bring animals to school, to ensure these are kept under close control and that they act responsibly and in accordance with the policy and guidelines.

4. Residents

- The Governors and Headmaster agree that staff may keep pets in school property.
- Staff must request permission from the Bursar if they intend to bring a pet in to the School during normal operational hours by completing the attached form below. If there is any concern that the arrangements for the welfare of the pet may be unsatisfactory this request may be denied. All dogs and cats must have a collar with an identity tag.
- Staff resident in school property are expected to ensure their pets are house trained and to do all they can to prevent pets from fouling or causing damage to school property. When pets have been in residence, staff are responsible for the professional cleaning of the property to include the carpets when they leave, in accordance with the obligations set out within Caldicott's Service Occupancy Agreement signed by the staff member upon occupying that

property. If there is an unacceptable degree of damage, staff will be required to make a full or part contribution to the replacement of carpets or redecoration of the property when they vacate the property.

- Staff in school properties with gardens are asked to ensure excrement is removed and not to rely on the grounds staff to remove it for them.
- Pets are seen as a distraction when driving a minibus and are not to be carried when driving and/or with passengers.

For employees only:

Dog and Pet Policy

For attention of the Bursar

Application to bring a pet into Caldicott

This form should be completed when a member of staff wishes to keep a pet at or bring a pet to Caldicott School on an occasional or regular basis.

Details of my Pet(s)	
Type(s):	
Description:	
Name(s):	
Where the pet(s) will be kept:	
Where the pet(s) will be exercised:	

I agree to abide by the School Policy and Guidelines	
Staff member's name:	
Signed:	
Date:	
Authorisation Signature of Bursar:	
Date:	