



Animals on campus

Background

The University Health and Safety Policy allows animals on campus only for legitimate reasons, which include all assistance animals as defined under the Equality Act 2010, and clients of the Royal (Dick) School of Veterinary Sciences.

Clients of the Royal (Dick) School of Veterinary Sciences are managed under the procedures of that School, and this guidance note is not directed at them.

Assistance animals policy

Assistance animals, as well as therapy and support animals, are covered under the [Assistance Animals \(Dogs\) Policy](#). This policy defines what is considered an 'assistance animal' and clarifies the position of 'therapy and support animals'.

Assistance animals are generally permitted on campus, under the close supervision and management of their owners, who should ensure they comply with the terms of both this policy and the Assistance Animals (Dogs) Policy.

Therapy and support animals are only permitted onto campus on a case-by case basis, where there is prior written agreement with the University.

At times, areas of the University may wish to bring groups of therapy and support animals onto campus for organised sessions, which must be by prior arrangement and closely managed.

In all cases, the following guidance should be followed to ensure the health, safety and wellbeing of staff, students, and visitors at the University.

Risk assessment

A risk assessment should be completed in advance of the visit, to ensure that any specific risks with bringing an animal, or groups of animals, on campus have been considered, and suitable and sufficient mitigations put in place. The risk assessment should be undertaken with the appropriate persons, including the animal's owner/organising leader, building manager (there may be more than one building manager if multiple buildings are accessed), and line manager (if staff member). There is no template but RA1 can be used for this purpose and edited as required.

The following situations should be considered in the risk assessment:

Venue

- Animals are generally not allowed into laboratories, workshops or other high-risk areas. If there is a specific, short-term, reason access is required, a specific visit risk assessment for these high-risk areas, would be required.



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- Consider if the building is suitable for access and egress, including emergency egress, ensure a plan is in place for any emergency situations.
- Consider if there is suitable outdoor space for the animal/s if required.
- Is the space to be visited suitable for an animal? The room layout may need to be changed to avoid animals sitting next to walkways or doors, which could be disturbing to both the animal and as other users of the building.
- Owner/Organiser must ensure the area is suitably cleaned after use, especially if there have been fouling incidents. University cleaners will not clean up after animals and the organiser may be charged a cleaning fee.
- If a group visit takes place, then an outside venue is preferable and must be agreed in advance, with the Estates Department Landscape Manager. If indoors, this must be agreed in advance with the Building Manager prior to agreement with the provider.

Exposure to other staff, students or visitors

- Allergies to animals must be considered in advance of the visit, and suitable mitigations must be in place to avoid contact with the allergic person.
- Other persons may be anxious or nervous around animals and these considerations will also require mitigations.
- Ensure all building users are aware that an animal is being brought into that space, including when and what is being expected of that animal – NB no confidential information is required to be shared, high level reason, e.g. Assistance animal or therapy and support animal, would be appropriate to share.

Behaviour and health

Staff, students or visitor

- It must be made clear that staff, students, and visitors should not engage with the animal unless explicitly directed by the owner/organiser.
- Discuss any issues you may have with the owner/organiser, with support from line manager if required, in a calm manner.
- Facilities must be available to clean hands after handling animals.

Animals

- The animal/s must be under close supervision of the owner/organiser at all times.
- Animals must be able to be removed safely if they become stressed or behave aggressively.
- An area should be identified, prior to the visit, that is suitable for animal/s toileting, and animals must be taken to that area in plenty of time.
- Owner/organiser must ensure the animal is in good health and has the required vaccinations etc. prior to bringing onto campus.



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Insurance

- Assistance animal owners are responsible for ensuring their assistance animals are covered by full liability insurance.
- Owners of therapy and support animals must have suitable liability insurance for their animal/s, prior to the visit.

Document version

Version number	Summary of change	Date and by whom
V1.0	New document	27/11/2024 C Schmid

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