

LETTER OF PARENT/GUARDIAN UNDERSTANDING

Name of Student: _____ Date of Birth (M/D/Y): _____

Address: _____ School: _____

Name(s) of Parent(s)/Guardian(s): _____ Phone: _____

1. I/We understand that it is our responsibility to:

- 1.1 Provide the principal, in the case of a Service Dog, a copy of the Service Dog Identification Card issued by the Government of Alberta or an Assistance Dogs International School operating outside of Alberta; the card must contain the name of the child, the name of the dog, a photo of the child and dog, the validation number and the expiration date AND in the case of a Comfort Dog, provide certification of the animal from a certifying agency such as Community Therapy Dogs Society or St. John's Ambulance.
- 1.2 In the case of a comfort dog, provide a copy of medical certification that the dog is required to assist the student to attend school to address a medical condition (assuming that a medical condition is claimed as the basis for the comfort dog).
- 1.3 Participate in a school case conference to inform the principal of all relevant information that may affect our child, other students, staff, and/or visitors to the school.
- 1.4 Work cooperatively with the principal to:
 - 1.4.1 train school staff, bus driver(s) and students;
 - 1.4.2 ensure food, water and bio-breaks to the service dog as required; and
 - 1.4.3 ensure removal and disposal of dog waste in a safe and environmentally friendly manner.
- 1.5 Assist the principal to communicate relevant information to the school community.
- 1.6 Work cooperatively with the school staff to ensure the transition of the service dog into the school environment is successful.
- 1.7 Work cooperatively with the Transportation Department to ensure successful transportation of your child and the service dog to school every day.
- 1.8 Provide the required food, equipment and dog care items.

2. I/We understand that if the service dog exhibits any unprovoked behaviours (i.e. growling, scratching, nipping, biting, etc.) at school it will be removed until the plan is reevaluated to ensure the safety of staff, students, and visitors.

3. I/We are responsible to address the damages caused by the service dog.

4. I/We have been informed by the principal that I/we require adequate insurance for general liability for the service/comfort dog.

5. I/We give permission for this information to be shared with the school community and agree to the notification to parents, students and staff through letters sent out by the school/division.

6. I/We understand that the principal shall preserve the confidentiality of all information received and shall not disclose the information except as provided for in the *Freedom of Information and Protection of Privacy Act*, the *Education Act* or as otherwise required by law. The principal shall use and disclose information with Board personnel as may be required for the performance of their duties including sharing information concerning the service dog with the school community.

7. I/We acknowledge having received and read Administrative Procedure 191 (Service/Comfort Dogs).

8. We agree to the above conditions.

Date (M/D/Y): _____

Signature of Parent(s)/Guardian(s): _____