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Version:	24.1	Date Created:	April 2016
Responsibility:	Senior Wellbeing & Safety Advisor	Date Reviewed:	September 2024
Approver:	Operations Lead	Next Review Date:	September 2027

1. Purpose

- 1.1. This purpose of this policy is to ensure that animals being brought on to UCOL property have a legitimate purpose for being on campus and are therefore not a cause of distraction, nuisance, hazard or risk.

2. Organisational Scope

- 2.1 This policy covers all UCOL campuses and sites and is applicable to all kaimahi, ākonga and contractors of UCOL.

3. Responsibilities

Role:	Responsibilities:
Wellbeing & Safety Team	Responsible for determining health and safety exceptions to the policy as indicated below in consultation with Facilities Management, on the use of UCOL facilities.

4. Policy Statements

- 4.1 Animals being brought on to campus for the purpose of teaching and learning are permitted providing they are contained within the teaching area. For example, animals may be brought in for teaching use in the Veterinary Nursing programme but it must be contained within the veterinary nursing teaching and containment space.
- 4.2 Emotional Support Animals, and Disability Assist Dogs are permitted on campus but must be kept on a non-extendable leash and under control by their owner at all times.
- Students with Emotional Support Animals, and Disability Assist Dogs must register with Disability Support Services.
 - Kaimahi with Students with Emotional Support Animals, and Disability Assist Dogs must register with Wellbeing & Safety.
 - Registration information (not health information) will be shared with Wellbeing & Safety, Facilities Management and Faculty's or Departments.

- 4.3 Dogs used for training purposes by Police or other emergency or recovery organisations are permitted on campus during training or actual emergency situations and will be under the control of the officer undertaking the exercise.
- 4.4 Kaimahi, ākonga and contractors are required to not engage with Disability Assist Dogs (DAD) or emergency/recovery organisations dogs that come on to UCOL campuses, unless they are requested otherwise by the dog handler. This is to ensure the Disability Assist Dogs (DAD) is not distracted.
- 4.5 If a dog or other animal behaves inappropriately causing injury, endangerment, intimidation, or otherwise causing distress to any person on campus the dog owner will be required to comply with instructions given by the Wellbeing & Safety Team, or Facilities Management.
- 4.6 Kaimahi, ākonga, visitors and contractors are not permitted to bring any animal on campus unless they are for the purposes outlined in 1 or 2 above without the written permission of the Wellbeing & Safety Team.
- 4.7 Exception to the above outlined, kaimahi are permitted to bring their family pet (singular) to work on a Friday, subject to agreement with the areas that they are domiciled. They are expected to take full responsibility for any clean up, that may be required.

5. References

External

Health and Safety at Work Act 2015

6. Definitions

Term	Definition
Disability Assist Dog	<p>Means a dog certified by one of the following organisations as being a dog trained to assist (or as being a dog in training to assist) a person with a disability.</p> <ul style="list-style-type: none"> • Hearing Dogs for Deaf People New Zealand • Mobility Assistance Dogs Trust • New Zealand Epilepsy Assist Dogs Trust • Royal New Zealand Foundation of the Blind • Top Dog Companion Trust • Perfect Partners Assistance Dogs Trust • Assistance Dogs New Zealand Trust • Caninefriends Companion Dogs (that are part of an event or programme) • An organisation specified in an Order in Council made under section 78D of the Dog Control Act 1996 <p>(Source: Department of Internal Affairs website/Resource Material/Dog Control)</p>

7. Contact for further information

- 7.1 If you have queries regarding the content of this document or require further clarification, please contact the manager responsible for this document.

Amendment History

Version	Published Date	Created/Reviewed By	Reason for review
24.1	6 September 2024	Senior Wellbeing & Safety Advisor	Extended to other animals, included bring your pet to work day (Friday) and change of delegation.