



Assistance Dogs Policy 2025 - 2027

Equality Impact Assessment: Askham Bryan College recognises the importance of the Equality Act 2010 and its duties under the Act. This document has been assessed to ensure that it does not adversely affect staff, students or stakeholders on the grounds of any protected characteristics.

1. POLICY STATEMENT

1.1 Askham Bryan College recognises that assistance dogs play an important role in the safety and wellbeing of staff and students with disabilities at the College. Also, that there may at times be visitors to the College (guest speakers, those attending events and conferencing, etc) who require an assistance dog.

1.2 With the exception of:

- Assistance Dogs (as defined by this Policy; see 4.1 below);
- dogs used in teaching;
- dogs used in College operations (e.g. farm working dogs);
- those living in staff accommodation who have permission to keep their dog on site;
- visitors to the College for commercial activity (e.g. dog grooming, hydrotherapy);
- guest speakers with dogs such as police dogs, rescue dogs, ratting terriers, deer tracking dogs, etc and
- those exercising a public right of way for walking dogs (where such a right exists),

no other dogs (or any other pets), will be allowed on site.

1.3 Regardless of whether the Owner of a dog refers to their dog as an 'assistance dog', only assistance dogs that are approved under this Policy will be permitted.

2. PURPOSE

2.1 This Policy sets out:

- the arrangements made to provide a welcoming and safe environment for assistance dogs and their Owners;

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- the roles and responsibilities within the College in relation to these dogs;
- the responsibilities of Assistance Dog Owners when on College premises;
- a process for dealing with issues and complaints if they arise.

3. SCOPE AND LIMITATIONS

- 3.1 This Policy applies across all sites to all students/applicants including late applicants wishing to bring an Assistance Dog (as defined by this Policy) onto College premises.

4. DEFINITIONS

- 4.1 **‘Assistance Dog’** is one which has been specifically trained to assist disabled people and which has been qualified by one of the organisations registered as a member of Assistance Dogs (UK) or an equivalent organisation in another country (see Appendix A for further details), and are permitted to accompany their Owners at all times and in all places within the United Kingdom (unless there is a genuine health and safety risk).
- 4.2 The College recognises that dogs that have not been formally qualified by or registered with an organisation may nevertheless meet the definition of an ‘assistance dog’ for the purposes of the law and amount to a reasonable adjustment.
- 4.3 Examples of tasks carried out by assistance dogs include:
- assisting people who are blind or are visually impaired. These dogs are commonly known as ‘guide dogs’;
 - assisting people who are deaf or are hearing impaired. These dogs are commonly known as ‘hearing dogs’;
 - assisting their Owner with tasks which they may find difficult or impossible, for example:
 - opening and closing doors, picking up objects;
 - assisting with dressing and undressing;
 - accompanying their Owner whilst shopping etc.;
 - acting as a physical support;
 - raising the alarm;
 - switching lights on and off;
 - carrying items;
 - loading and unloading the washing machine;
 - fetching the telephone and other items.
 - assisting people with physical regulation, such as blood sugar levels in those with diabetes;
 - assisting people with emotional regulation, such as those with anxiety and other mental impairments.

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- 4.4 The important thing to remember is that an assistance dog is a working animal, not an ordinary pet. It expects to work with its Owner and knows that when it is wearing the harness, it is on duty. When the dog is working it needs to concentrate on the job in hand, so it is very important that it is not distracted by touching, feeding, etc. When the dog's harness is off, it should behave like a well-trained pet dog.

Dogs in training/puppies

- 4.5 Please note: whilst there is nothing in law about the age a highly trained assistance dog must be, it would be unlikely that a dog under 18 months old would be adequately prepared for the role and therefore is unlikely to qualify as an Assistance Dog under this Policy and or pass the assessment referred to below at 8.10 – 8.14. It depends on the dog (as an individual), however, and on the breed.

5. LEGAL CONTEXT

- 5.1 Education providers, along with other service providers, have a legal obligation to make what are called “reasonable adjustments”, i.e. to make sure that, as far as is reasonable, a disabled person has the same access to services as a non-disabled person.
- 5.2 The obligation is to put in place adjustments that alleviate disadvantages experienced by those with disabilities. Whether or not an adjustment is reasonable will depend on the circumstances. Even an adjustment that would alleviate a disadvantage may not be reasonable, including if it is inconsistent with the College's legal duties to other students and staff.

6. EMOTIONAL SUPPORT ANIMALS

- 6.1 An emotional support animal (“ESA”) is a pet that provides emotional and psychological support to individuals with mental health conditions such as anxiety, post-traumatic stress disorder (PTSD), and depression. Unlike service animals or therapy animals, ESAs do not require extensive training to perform specific tasks; but they provide companionship that can improve the mental health of their Owners.
- 6.2 In the UK, ESAs are different from Assistance Dogs which are recognised under the Equality Act 2010 as service animals that provide support to individuals with disabilities, including those with mental health conditions. Assistance Dogs have legal rights and access privileges and are protected by law. They are allowed to enter public places such as restaurants, shops, and public transportation.
- 6.3 However, the same legal protections do not currently apply to ESAs in the UK. Therefore, it is up to individual businesses and organisations to determine their policies regarding ESAs. Some shops and organisations may allow individuals to bring their ESAs inside, while others may not permit animals other than Assistance Dogs. The College's policy is to only permit Assistance Dogs as defined by this Policy and not emotional support animals.

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- 6.4 However, if you have a mental health condition that qualifies as a disability under the Equality Act 2010, you may be entitled to assistance from an Assistance Dog.
- 6.5 To qualify for an Assistance Dog, you must meet certain criteria and follow specific procedures, including:
- you must have a disability that is recognised under the Equality Act 2010 that affects your ability to carry out normal day-to-day activities;
 - you must have a healthcare professional (such as a doctor, psychiatrist, or therapist) who can confirm that an Assistance Dog would benefit your condition;
 - you must submit an application to bring an Assistance Dog on site and your dog must undergo an assessment to assess how they respond to the College environment, in particular in lessons and being surrounded by other staff and students (see section 8 below for further details).

7. THERAPY DOGS

- 7.1 Therapy dogs are similar to ESA in that they provide comfort, distraction, and stimulation; but have not been trained to perform specific tasks. A therapy dog does not facilitate mobility for its Owner or assist with day-to-day tasks and need not accompany the Owner at all times. **A therapy dog therefore does not have the same legal privileges as an Assistance Dog.** They are only allowed in facilities or locations where they have been formally invited or where specific therapy dog programs are in place. Therapy dogs and their Owners also usually visit a wider group of people who might be in a hospital ward, a school classroom, a nursing home etc. to provide comfort and support.
- 7.2 Askham Bryan College's policy currently is that therapy dogs are not allowed on campus or to be in residential accommodation, unless they meet the definition of an Assistance Dog as defined by this Policy.

8. APPLYING TO BRING AN ASSISTANCE DOG ON SITE

Staff and students/applicants

Stage 1: submit Request for Assistance Dog form

- 8.1 Staff and students/applicants wishing to bring an Assistance Dog onto site must first request permission from the College by completing a Request for Assistance Dog form (see Appendix B) which is available on the College website (<https://www.askham-bryan.ac.uk/publication-scheme-assistance-dogs/>) or on request.
- 8.2 Students/applicants must submit their completed form and any supporting documentation to enquiries@askham-bryan.ac.uk which should then be forwarded to the Vice Principal (Students) cc the Legal and Compliance Adviser for review, and cc the Kennel and Cattery Manager, for awareness.

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- 8.3 Staff must submit their completed form and any supporting documentation to human.resources@askham-bryan.co.uk which should then be forwarded to the Executive Director of People Services and Organisational Development for review.
- 8.4 In all cases, the supporting documentation required is:
- copy insurance certificate;
 - copy training records;
 - confirmation that their dog has had the necessary vaccinations i.e. DHP- which covers Distemper, Hepatitis and Parvovirus, Leptospirosis and kennel cough.
- 8.5 Whilst some insurers provide specific insurance policies for assistance dogs, this is not necessary, provided that there is in force valid public liability insurance at all times which covers the Owner's personal legal liability in respect of their ownership or keeping of the Assistance Dog arising from:
- bodily injury to any third party persons; and or
 - damage to property belonging to persons other than the Owner.
- 8.6 The policy must provide for a minimum of £2,000,000 limit of indemnity in respect of any one incident.
- Please note: when an insurance certificate expires, the Owner will be required to provide a new insurance certificate to confirm that they still have the appropriate insurance in place for their dog.
- 8.7 A copy of the schedule or any certificate of cover must be provided to the College prior to the Assistance Dog coming onto site. The College will retain a copy of this information for 6 years from the date of enrolment after which it will be destroyed.

Students/applicants

- 8.8 Students/applicants must, where possible, submit their Request for an Assistance Dog form in good time, ideally before they are due to enrol. This is so that the College has an opportunity to arrange an assessment as to the dog's suitability as an Assistance Dog (see Stage 2) and to prepare the other students within the cohort for the presence of an Assistance Dog to ensure:
- appropriate behaviour of students whilst the dog is working;
 - identification of other students/applicants or staff with an allergy to dogs;
 - identification of other students/applicants or staff with a phobia to dogs.

Staff

- 8.9 Staff wishing to bring an Assistance Dog on site must also allow their dog to undergo an assessment. This will be carried out by an external organisation that specialises in assistance dogs assessments such as Assistance Dogs Assessment Association (<https://www.theadaa.org/>).

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Stage 2: Assessment

- 8.10 As part of the application process for bringing an Assistance Dog on site, Assistance Dogs must undergo an assessment. This will be carried out by an organisation external to the College. The College will pay for the initial assessment; but not for any subsequent assessments, unless otherwise agreed. This is to assess how the Assistance Dog responds to the College environment, in particular in lessons and being surrounded by other staff and students as the College has a duty of care to all its staff, students, visitors and contractors. Do they continue to behave as they should, and as per their training? The assessment will also look at risk to staff, other students and the dog's welfare in this environment.
- 8.11 The assessment is valid for one year and at the end of that year, the dog will be required to undergo a further assessment.
- 8.12 If any behavioural issues or training needs are identified, then these will be brought to the attention of the Owner.
- 8.13 If an Assistance Dog fails the assessment, because behavioural issues or further training needs have been identified, or an Owner refuses to undergo an assessment, then the dog will not be allowed on site, as an Assistance Dog until the dog has either undergone an assessment or undergone a further assessment. The College will pay for the initial assessment; but any subsequent assessments will be for the Owner to pay for. Any further training will be for the Owner to do, at their expense and the Owner will be required to provide the College with copies of any further training records.

Please note: assessments are only valid for one year. If an Assistance Dog Owner is progressing/returning, their Assistance Dog will be required to undergo a further assessment which will be at their expense.

General points

Behaviour on site

- 8.14 Assistance Dog Owners must ensure that their Assistance Dog is kept on a lead at all times when walking around the College estate or safely harnessed when unsupervised for short periods of time.
- 8.15 Although not required by law, Assistance Dog Owners should ensure that their Assistance Dogs are clearly identifiable by the use of special collars, jackets, harnesses and/or ID tags for the safety of the service user and the dog.
- 8.16 The Assistance Dog remains the responsibility of the Owner at all times and the Owner is responsible for ensuring appropriate welfare measures are in place to ensure the dog is given suitable rest breaks and access to food/water during the day. The Assistance Dog Owner will be responsible, where possible, for cleaning up any faeces from their dog and disposing of this appropriately.

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- 8.17 It is the Assistance Dog Owner's responsibility to prevent and correct their dog's misbehaviour. Assistance Dog Owners must make sure that their Assistance Dog does not cause harm or injury to others and damage to College property. Assistance Dog owners are responsible for any damage to persons or College property.
- 8.18 Assistance Dog Owners must also respect any access restrictions established by the College on grounds of health and safety. Assistance Dog Owners must ensure that their Assistance Dogs do not enter staff and students' privately assigned spaces, such as bedrooms and flats within residences, without permission.
- 8.19 In the unlikely event that the dog does foul inside College buildings, the Assistance Dog Owner must report this to an appropriate member of staff who will make arrangements with the Estates team to have the area cleaned and sanitised.
- 8.20 The College may require the removal of an Assistance Dog, or make alternative arrangements, if the College considers it poses a threat to the safety and security of students, staff, members of the public or College animals on site; the Owner does not act in accordance with the criteria set out in this Policy or because of welfare concerns for the dog, or for reasons of Safeguarding.**

Health checks

- 8.21 The Assistance Dog Owner will ensure regular health checks, vaccination, including flea/worm treatments, adequate standard of grooming, and the supply of food and drink at all times. The dog must be registered with a vet and the details of the veterinary practice must be made available to the College on request.
- 8.22 Owners of Assistance Dogs that are ill, in poor health, excessively unclean or unkempt may be required to remove the animal from College premises. The College is not responsible for the loss, ill health, or death of an Assistance Dog.

Student Accommodation

- 8.23 Students/applicants with Assistance Dogs must seek permission to bring an Assistance Dog into residential accommodation by completing a Request for Assistance Dog form and providing the correct documentation.
- 8.24 Students/applicants seeking to bring an Assistance Dog into accommodation should also declare their dog on their application for accommodation as it may impact the accommodation the College is able to provide. For instance, the College will need to be mindful of students/applicants who have applied to be in accommodation who may have declared an allergy to dogs so that the Assistance Dog Owner can be offered a place instead where they will not come into contact with students who are allergic to dogs or who may have a phobia of dogs.
- 8.25 If the dog is allowed into residential accommodation, then the dog must not be left in the accommodation all day unattended.

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Student Transport

- 8.26 Students/applicants with Assistance Dogs must seek permission to bring an Assistance Dog onto College transport, by completing a Request for Assistance Dog form and providing the correct documentation.

Events organised or hosted by the College (on College premises) including Open Days, Taster Days and Careers events

- 8.27 To ensure that you are properly supported, please contact a member of our Enquiries team on enquiries@askham-bryan.ac.uk to discuss your needs and how best to support you. Alternatively, if the event is being organised by a department within the College, please contact a member of that department to discuss any support needs.
- 8.28 There is **no need to submit an application** to bring your Assistance Dog on site; but it would be useful for you to disclose to our team any additional support needs you may have, so the College can best support you when attending the College.

Please note: Any dog that must be registered under the Dangerous Dogs Act 1991, the Dangerous Dogs (Amendment) Act 1997 or any further amendments to this Act or any wolf hybrid will not be permitted on site. Presently the list of banned breeds in the UK is Pit Bull Terrier, Japanese Tosa, Dogo Argentino and Fila Brasileiro (see <https://www.gov.uk/control-dog-public/banned-dogs>).

Conferencing

- 8.29 To ensure that you are properly supported, please contact a member of our Conferencing team on Conferencing@askham-bryan.ac.uk to discuss your needs and how best to support you.
- 8.30 There is **no need to submit an application** to bring your Assistance Dog on site; but it would be useful for you to disclose to our team any support needs you may have so the College can best support you.

Assistance dogs on the College farm/in animal areas

- 8.31 For health and safety reasons, Assistance Dogs may not be able to access some areas of the farm or animal areas.

Assistance Dogs – Offsite Activities and Trips

- 8.32 Having an Assistance Dog will not stop the Owner participating in offsite activities and trips organised by the College.
- 8.33 However, in the case of international trips, there may be local restrictions that the Owner will need to be made aware of.
- 8.34 Airlines must accept all assistance dogs for air travel without charge. Dogs will normally sit in the space on the floor in front of the seat (many airlines will seat

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passengers with guide dogs in the front row, if possible, where there is usually a little more space); but this may depend on the airline and their policy. However, an airline may ask for confirmation that a dog has been trained to a standard that allows it to travel safely by air. If for whatever reason, the dog cannot be accommodated the student should be advised of their options.

- 8.35 The trip organiser should make these enquiries of the airline and should notify the Vice Principal (Students) of any issues.

9. COLLEGE'S RESPONSE TO AN APPLICATION

- 9.1 On receipt of a request to bring an Assistance Dog on site under this Policy (whether this is from a staff member or student/applicant), the College will do one or more of the following as required:

- i) request further information and/or evidence as to the nature of the applicant's disability;
- ii) request further information and/or evidence as to the nature of the disadvantages that the applicant is or would be put to;
- iii) request further information and/or as to the way in which it is proposed that the Assistance Dog would alleviate the disadvantages;
- iv) request further information and/or evidence as to the nature or specifics of the Assistance Dog's training;
- v) arrange for the applicant to visit the College with their Assistance Dog so that the dog can be observed and an assessment can be carried out (see paras 8.10 – 8.14, above);
- vi) provide the applicant with a written outcome to the application.

- 9.2 In relation to 9.1 above, this may include providing evidence to demonstrate that they:

- have undertaken a temperament assessment with a suitably qualified instructor;
- have been trained to Assistance Dogs (UK) standards by a suitably qualified instructor;
- have been assessed to Assistance Dogs (UK) standards by a suitably qualified instructor;
- can provide evidence of their public liability insurance.

- 9.3 Evidence can be in the form of certificates, training and assessment records, insurance documents, testimonials from qualified and recognised professionals (this list is not exhaustive).

- 9.4 **The College reserves the right to refuse access in circumstances where a dog's Owner is unable to provide the requisite evidence.**

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- 9.5 The College also reserves the right to remove or bar entry to an Assistance Dog when it poses a direct threat to the health & safety of others. **Unresolved animal misbehaviour may also provide grounds for removal, after all reasonable measures have been taken to address this.**
- 9.6 The College may restrict access of Assistance Dogs to certain areas for health and safety reasons, including for the wellbeing of other animals on College premises.

10. RELIGIOUS OR CULTURAL CONFLICTS

- 10.1 Religious or cultural beliefs cannot be used to prohibit access for Assistance Dogs and their Owners.

11. ASSISTANCE DOGS IN PRACTICAL LESSONS

- 11.1 As part of the assessment undertaken at Stage 2 of the application process (see paras 8.10 – 8.14, above), if appropriate, an Assistance Dog will also be assessed for their suitability to accompany their Owner in practical lessons. Assistance Dogs may not be permitted in practical lessons for bio security reasons and for welfare reasons.
- 11.2 In the event that an Assistance Dog is not suitable to accompany their Owner in practical lessons, then alternative arrangements will need to be put in place. At York, they will have to be put into kennels at the Askham Bryan Dog School and Boarding (subject to availability), for the duration of that practical lesson(s), at no charge to the Owner. At other centres, the Assistance Dog can go in crate, in someone's office, provided it is properly crate trained.
- 11.3 To book a place at the Askham Bryan Dog School and Boarding, Owners will need to complete an Assistance Dog Kennel Booking form available at https://forms.office.com/Pages/DesignPageV2.aspx?subpage=design&FormId=A_D0MohlkGoHefjRlrf5X_z71TEpBEtdGtxOKqbFZUREg0NEszRkIKWjJRSzI4V0xMN0U1ODk0SS4u&Token=f4049c08b6bc4294a7b4fe9c42b6767b
- 11.4 **Please note: these allocations are only for the length of time in which an Assistance Dog cannot accompany their Owner during a practical lesson(s). Assistance Dogs will not to be housed within these kennel spaces for any length of time other than that which has been allocated. Any bookings are also subject to availability.** If the kennels are not available, then alternative arrangements will have to be discussed and put in place.
- 11.5 Owners who do not want to put their dog into kennels will need to make their own arrangements, e.g. pay for their dog to be walked by a professional dog walker, for the duration of the practical lesson, which will be at their expense. They will not be permitted to leave their dog in a classroom or in residential accommodation.

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12. COMPLAINTS

Complaints by students/applicants and members of the public

- 12.1 Any complaints by a student/applicant or member of the public with an Assistance Dog about the operation of the Policy, including the College's decision whether to allow their dog on site, or the treatment of themselves or their dog, will be handled in accordance with the College's Complaints Policy, details of which are available at <https://www.askham-bryan.ac.uk/publication-scheme-customer-services/>. HE students/applicants, please refer to the HE Students Complaints Policy.
- 12.2 Every attempt will be made to resolve the matter informally. If the matter cannot be resolved informally, then the matter will proceed as a formal complaint. Students/applicants and members of the public are asked to complete a Stage 2 complaints form, available at <https://www.askham-bryan.ac.uk/publication-scheme-customer-services/>. HE students/applicants should submit an HE Student Complaints Stage 2 Formal Complaint Form.

Staff

- 12.3 Staff should in the first instance raise the matter informally with the Executive Director of People Services and Organisational Development. If the matter cannot be resolved informally, staff may escalate the matter via the Staff Grievance Policy and Procedure.

Complaints about Assistance Dogs

- 12.4 Complaints about an Assistance Dog will be handled in the same way.
- 12.5 If the matter cannot be resolved informally, then the matter will proceed to Stage 2 of the relevant complaints policy. Staff may escalate the matter via the Staff Grievance Policy and Procedure.

13. RESPONSIBILITIES

- 13.1 The Executive Director of People Services and Organisational Development will have overall responsibility for ensuring compliance with this Policy.
- 13.2 The Vice Principal (Students) will have the responsibility for determining applications by students/applicants. The Executive Director of People Services and Organisational Development will have the responsibility for determining applications by staff.
- 13.3 The Executive Director of People Services and Organisational Development and Vice Principal (Students) will be assisted by relevant managers, including the Legal and Compliance Adviser, to ensure compliance with this Policy.

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14. MONITORING AND REVIEW

- 14.1 The Executive Director of People Services and Organisational Development will maintain oversight of the effectiveness of these arrangements.

15. RELATED POLICIES AND PROCEDURES

Special Educational Needs and Disability (SEND) Policy
Guidance for Disabled Students: Higher Education
Equality and Diversity Policy
Complaints Policy
HE Students Complaints Policy
Staff Grievance Policy and Procedure

16. APPLICABLE LEGISLATION

In all aspects of this Policy the College will comply with the following legislation:

Equality Act 2010
Health and Safety at Work Act 1974,
Management of Health and Safety at Work Regulations 1999
Workplace (Health Safety & Welfare) Regs 1992
Animal Welfare Act 2006

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Appendix A

Members of Assistance Dogs (UK)

Canine Partners
Dog A.I.D.
Dogs for Good (formerly Dogs for the Disabled)
Guide Dogs for the Blind Association (GDBA)
Hearing Dogs for Deaf People
Support Dogs
Medical Detection Dogs
The Seeing Dogs Alliance

Established international Assistance Dog organisations

Assistance Dogs International
Assistance Dogs Europe
International Guide Dog Federation
Other such international bodies as may from time to time be recognised

Further Resources

Assistance Dogs (UK), www.assistedogs.org.uk
Guide Dogs for the Blind Association (GDBA), www.guidedogs.org.uk
Hearing Dogs for Deaf People, www.hearing-dogs.co.uk
Support Dogs, www.support-dogs.org.uk
Dogs for Good (formerly Dogs for the Disabled), www.dogsforgood.org
Canine Partners, www.caninepartners.co.uk
Medical Detection Dogs, www.medicaldetectiondogs.org.uk
Dog A.I.D., www.dogaid.org.uk
The Seeing Dogs Alliance, www.seeingdogs.org.uk
Assistance Dogs International, www.assistedogsinternational.org
Assistance Dogs Europe, www.assistedogseurope.org
International Guide Dog Federation, www.igdf.org.uk
The Royal National Institute of Blind People www.rnib.org.uk
Equality Advisory and Support Service www.equalityadvisoryservice.com

Source: Assistance Dogs (UK)

External assessors

Assistance Dogs Assessment Association

<https://www.theadaa.org/>

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Appendix B



Request for Assistance Dog 2025 - 2027

Equality Impact Assessment: Askham Bryan College recognises the importance of the Equality Act 2010 and its duties under the Act. This document has been assessed to ensure that it does not adversely affect staff, students or stakeholders on the grounds of any protected characteristics.

For completion by the Assistance Dog Owner:

Name	
Contact details – mobile phone and email Address	
Please indicate: staff, student or other, e.g. visitor	
Student number (if applicable)	
Name of dog	
Name of organisation the Assistance Dog is affiliated/registered with or is the dog owner-trained? Please specify Please also provide evidence of training e.g. certificates	
Colour of Dog	
Breed of Dog	
Details of tasks/duties the dog performs (see 4.3 of the Assistance Dogs Policy)	

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Details of request/need? (e.g. do you want your dog to live with you in student accommodation? Or accompany you on student transport?)	
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Name and address of registered veterinarian	
Microchip Number	

I confirm I accept full responsibility for:

- Feeding;
- Health (includes any illness or injury, up to date vaccinations including kennel cough, flea/worm treatments);
- Hygiene (regular grooming and bathing);
- Clearance/removal of any and all fouling;
- Appropriate rest and care;
- Consistent and regular training;
- Further/remedial training if training needs are identified;
- My dog's behaviour.

Training

I confirm that my assistance dog is properly trained to act as an assistance dog and agree to provide the College with a copy of my dog's training records with this application.

I also agree that if the College feels that further training is required, that this will be my responsibility, and at my expense, and that my dog may not be allowed on site until such time as it has had that further training and I have provided evidence of that further training to the College.

Insurance

I also confirm that my assistance dog is insured and will provide confirmation (copy Certificate of Insurance) with this application.

Vaccinations

I also confirm that my assistance dog is fully up to date with his/her vaccinations including kennel cough and will provide confirmation with this application.

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Expected behaviours

- be trained to behave well in public
- have safe and reliable temperaments
- be healthy and do not constitute a hygiene risk
- be fully toilet-trained

Signature:

Print name:

Date:

Signature of parent (where student and student is under 18):

Print name:

Date:

Students: Please submit your form to enquiries@askham-bryan.ac.uk

Staff: Please submit your form to human.resources@askham-bryan.ac.uk

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Appendix C

Interacting with Assistance Dogs

When interacting with assistance dogs or with people who have assistance dogs, please bear the following points in mind:

- **Talk to the handler, not the dog!**

It is very frustrating for a person to have to interrupt your conversation with their dog. Likewise, if you are helping a person with a dog guide to get somewhere, give the person directions or talk with the person as they follow you. They will give the dog the correct commands for following you. Please do not call the dog. The dog is used to working for the disabled owner. If it is responding to you, it is no longer focused on their needs but on you.

- **Do not pet or praise the dog without asking first, please!**

It can be very dangerous for the handler if their dog is distracted and not doing its job. It is important to remember that while they are extremely intelligent, devoted, and highly trained, assistance dogs are still capable of acting upon natural instincts and may display the same behaviours as other dogs from time to time. Dog guides sometimes scavenge for food, get distracted by other animals, experience fear, and forget about their work when tempted by things they like. People's attention can be especially alluring.

Praise is a reward for service animals, and people who work with the dogs provide it when it is appropriate. Sometimes it is given quietly in small doses; and at other times it is given lavishly. If another person says, "What a good dog," in passing, the person may have just rewarded the dog, without knowing it, for something the dog did just before the person arrived that was dangerous to the user.

When admiring a assistance dog, it is best to keep eyes averted, comments directed to the user, and voice modulated appropriately (e.g. do not speak as if addressing a child or use an especially sweet-sounding voice, as this will draw the dog's attention).

- **Don't get angry at the handler if he or she does not want to stop to talk about their dog.**

Please keep in mind that they hear the same questions many times a day and often would just like to get home. Nice comments are always welcome, however!

- **Don't feed the Assistance Dog.**

Many – not all – assistance dogs are on strict, healthy diets to keep their working lives long, and they may also have allergies that you are not aware of. It also can break the dog's training if they learn that they get food in a public place

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