PRINCIPAL CHECKLIST

This guideline is to assist school administration in preparing for a service dog or therapy animal to accompany a student at school.

___ The parents/guardians have provided a Service Dog Identification Card

___ The parents/guardians have provided a copy of medical certification that the service dog or therapy animal is required to assist the student to attend school.

___ The parents/guardians have signed the Letter of Parent/Guardian Understanding

___ The parents/guardians have been informed that the provision of the service dog or therapy animal is the financial responsibility of the parent/guardian.

___ The parent/guardian has been informed that the maintenance of the service dog or therapy animal, including bio-breaks, clean-up and other care, as required, is the responsibility of the parent or mutually agreed upon arrangements.

___ The parent/guardian has met with the principal to discuss the potential impact of the service dog or therapy animal on the school community.

___ The principal has consulted with the Superintendent and the Director of Student Services prior to transitioning the Service Dog or therapy animal into the school.

___ The principal has communicated with the school community to ensure that parents/guardians know a Service Dog or therapy animal will be present in the school.

___ A specific letter has been sent to the parents/guardians of students who will be in any of the classes that the animal will possibly be present in case of allergies, anxieties or other concerns.