



# REQUEST FOR SERVICE ANIMAL USE BY A STUDENT

517-A Appendix A (517-1)

Student name: \_\_\_\_\_ Date (yy/mm/dd): \_\_\_\_\_

Address: \_\_\_\_\_ Telephone number(s): \_\_\_\_\_

Name(s) of parent(s)/guardians(s): \_\_\_\_\_

School name: \_\_\_\_\_ Grade: \_\_\_\_\_

a. I/We request that \_\_\_\_\_ be permitted to have a service animal at school and at school-related activities. Animal species: \_\_\_\_\_  
The service animal will be:  on a leash/harness  in a cage/crate

b. Service provided by the animal/how student's needs are supported that cannot otherwise be supported by other accommodations provided by the school (*Please attach any assessment reports from medical professionals*):  
\_\_\_\_\_  
\_\_\_\_\_

c. Length of time the student and animal have worked together \_\_\_\_\_

d. Does the student need occasional support in handling the service animal? If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_

e. Additional information about the student and/or service animal that may assist the principal (e.g., safety, behaviour, temperament)  
\_\_\_\_\_  
\_\_\_\_\_

- f. Documentation submitted with this request:
- documentation related to the disability and recommendation for service animal use from a regulated health professional (as outlined in b. above)
  - a copy of the animal's training certificate, if applicable, not more than 6 months old
  - a copy of up-to-date, official vaccination certificate and municipal licensing for the service animal, if applicable
  - confirmation of liability insurance coverage for the service animal (certificate of

home or contents insurance)

- g. I understand that the use of the service animal is to meet the student’s disability-related needs. If approved, reviewing the identified need will be ongoing; at minimum annually at an Identification Placement and Review Committee (IPRC) meeting and/or at the beginning of each school year (within 30 days), or as deemed necessary by the student, parent(s)/guardian(s) or school administration.
- h. If the request is approved, I/we understand that it will be our responsibility to:
  - transport or walk the service animal to and from school, or facilitate the use of bus transportation
  - provide the required equipment and animal care items
  - work co-operatively with the school staff to make this accommodation a success
  - assist the principal to communicate relevant information to the school community
  - inform the principal of all relevant information that may affect our child, the other students, and/or staff
  - assume financial responsibility for the service animal’s training, veterinary care, and other related costs which may include training for school staff
  - assume responsibility for grooming, health care and annual certification of health by a qualified veterinarian
- i. I/We give permission for this information to be shared with school staff, and if approved, the school community, as necessary, and respecting the student’s right to privacy regarding their disability specific learning needs and/or needs of daily living.

Signature of Parent/Guardian/Adult student	Date
Signature of Principal	Date

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