

<b>Policy title</b>	Pet Policy
<b>Policy area</b>	Operations, Staff/Students
<b>Policy available for Students – yes/no</b>	Yes
<b>Policy detail</b>	<p>The Learning Connexion has adopted the following Pet Policy:</p> <ol style="list-style-type: none"><li>1. The goal of the Pet Policy is to balance the overriding purpose of TLC and its students with the needs of pet owners and their pets. The school’s purpose is education although we recognise that pets, when appropriately managed, can contribute to psychological well-being and creativity.</li><li>2. Pets must be registered at reception - name of pet and owner, and a description of the pet needs to be provided so that a pet and owner are easily identified.</li><li>3. Pet owners are responsible for the behaviour of their pets.</li><li>4. Pet owners must clean up after their pets - owners should use poop bags and dispose of these appropriately.</li><li>5. Dogs must be on a lead at all times. If they need a run, they are to be taken off-site. If dogs are in a studio they must be tied up in a suitable place where they will not be tripped over, or in the way of students or staff.</li><li>6. Pet owners must provide water bowls and any other necessary utensils for their pets and not use bowls from the kitchen and communal areas.</li><li>7. Pets may not be on TLC furniture.</li><li>8. It is the responsibility of the owner to check whether a pet is acceptable to others using a studio/office and if there are requests that the pet not be in the studio/office, then this must be abided by.</li><li>9. It is the owner's responsibility to ensure their pet is in good health and has no communicable diseases, e.g. fleas.</li><li>10. No pets are to be at any meetings.</li><li>11. Local body regulations apply in all cases.</li><li>12. The grounds of TLC’s Taita campus are under the jurisdiction of the TLC Educational Trust which authorises TLC maintenance staff to act on its behalf in regard to the behaviour of pets.</li></ol> <p>Owners must sign the TLC ‘Pet Policy’ form, and abide by the Pet Policy if they wish to bring their pets to TLC. Failure to</p>

	<p>observe the pet policy will trigger an investigation on behalf of the Managing Director who may require one of the following options:</p> <ul style="list-style-type: none"> <li>a. The pet to be kept away from the campus permanently</li> <li>b. The pet to be kept away for a defined period at the end of which the situation will be reviewed</li> </ul> <p>A review will take into account any change which reasonably indicates that it is acceptable for the pet to be 're-registered'. If there has been no change the Managing Director will choose option 'a' or 'b'.</p>
<b>Related Procedures</b>	<p>Refer to complaints procedure.  <a href="https://docs.google.com/document/d/13eeUaeeAGT-aoL965qZldyzqi7iTgdjcn_GG_Gpwwk/edit">https://docs.google.com/document/d/13eeUaeeAGT-aoL965qZldyzqi7iTgdjcn_GG_Gpwwk/edit</a></p>
<b>Context</b>	
<b>Review Date</b>	September 2013, April 2018
<b>Next Review Date</b>	October 2020
<b>Links</b>	<a href="https://docs.google.com/document/d/1huCSmxkB8IzrQE3TEKM EF54fyZS2s6XJ-AGq_XMfiBw/edit">https://docs.google.com/document/d/1huCSmxkB8IzrQE3TEKM EF54fyZS2s6XJ-AGq_XMfiBw/edit</a>