

Service Animal- Administrative Regulations

A. Request for use of Service Animal

1. All request for an individual with a disability to be accompanied by a service animal must be addressed in writing to the superintendent, and must include documentation of all required vaccinations. The written request must be delivered to the office of the superintendent at least ten (10) business days prior to bringing the service animal to school or to a school function.
 - a. Owners of a service dog must provide annual proof of the following vaccinations: DHLPP (distemper, hepatitis, leptospirosis, parainfluenza, parvovirus, coronavirus), Bordetella, and Rabies.
 - b. Owners of service miniature horses must provide annual proof of the following vaccinations: Equine Infectious Anemia (Coggins Test), Rabies, Tetanus, Encephalomyelitis, Rhinopneumonitis, Influenza and Strangles.
2. The Superintendent or their designee shall not inquire about the nature or extent of the person's disability and shall not require proof of the animal's certification, licensure or training, but may obtain the following information when considering the request:
 - a. The service animal is required because of a disability; and
 - b. The nature of the work or task the animal has been trained to perform.

B. General Rules for use of Service Animals

1. All service dogs must be spayed or neutered.
2. All service animals must be treated for, and kept free of, fleas and ticks, and must be kept clean and groomed to avoid shedding and dander.
3. The owner of the service animal is liable for any harm or injury caused by the animal to other students, staff, visitors, and/or property.
4. All service animals must be "required" for the individual with a disability.
5. All service animals must be "individually trained" to do work or a task for the individual with a disability.
6. All service animals must have a harness, leash, or other tether, unless either the handler is unable because of the disability to use a harness, leash, or other tether, or the use of a harness, leash or other tether would interfere with the service animal's safe effective performance of work or task, in which case the service animal must be otherwise under the handler's control; i.e., voice control, hand signals or other effective means of control.
7. The LCSD is not responsible for the care or supervision of a service animal, including walking the animal or responding to the animal's need to relieve itself.
 - a. The LCSD is not responsible for providing a staff member to walk the service animal or provide any other care or assistance to the animal.
 - b. Students and staff members with service animals are expected to care for and supervise their animal. In the case of a young child or a student with disabilities who is unable to care for or supervise their animal, the parent/guardian is responsible for providing care and supervision of the animal. Issues related to the

care and supervision of service animals will be addressed on a case-by-case basis in the discretion of the site administrator.

C. Access to Facilities

Individuals requiring the use of service animals shall be permitted to be accompanied by their service animal in all areas non-disabled persons are allowed to access. No additional fee may be charged to an individual with a service animal even if a fee is charged to non-disabled persons accompanied by a pet.

D. Removal of Service Animal

1. The LCSD reserves the right to remove service animal if any of the requirements set forth above are not met. The site administrator or their designee may also request that an individual with a disability or their parent/guardian remove a service animal from a school building, classroom, or from a school function if any one of the following circumstances occur:
 - a. The animal is out of control and the animal's handler does not take effective action to control it.
 - b. The animal is not housebroken.
 - c. The animal's presence would fundamentally alter the nature of the service, program, or activity.
2. If a service animal is excluded, the individual with the disability shall have the opportunity to continue to access the program, activity, event and facility without having the service animal on the premises.