



## Certified Service Animal Request Administrative Procedure 1.B.55A

1.0 School Administration  
1.B. Students

Date of request:		<p><b>Note:</b></p> <p><i>This request is to be completed by parent(s)/ guardian(s) and submitted to Principal.</i></p> <p><i>Principal submits to Superintendent for presentation to the Board.</i></p>
Student:		
Grade:		
School:		
Principal:		
Parent(s)/ Guardian(s):		
Address:		
Contact Numbers:		
Type of Service Animal:		
Name of Animal:		

**The following documentation needs to be included in this request:**

	A letter from a member of the College of Physicians and Surgeons/College of Psychologists of Manitoba or similar provincial organization confirming the diagnosis of an accepted exceptionality and including a recommendation for the use of a certified service animal
	A certificate of training for the animal from a recognized professional training center
	A letter stating a certified service animal has been placed with the child and the date of <i>formal certified service animal team</i> recognition from a recognized professional training center
	Current documentation that states the animal is in good health, properly licensed and has an up-to-date record of all vaccinations
	Proof of liability insurance
	A letter from the parent/guardian outlining the needs of their child and the benefits of using a certified service animal as part of their child's programming

I have read and understand the Evergreen School Division Administrative Procedure **1.B.55 Certified Service Animals**. If request is approved by the Board of Trustees, I will abide by all the terms of the procedure.

I understand that if my service animal is out of control and the behaviour is not effectively controlled; not housebroken; the animal's presence or behaviour interferes in the education of students and functions of the school or division; or, poses a threat to the health or safety of others that cannot be eliminated by reasonable modifications, Evergreen School Division has the discretion to exclude or remove my service animal from its property.

I agree to be responsible for any and all damage to school and/or school division property, personal property, and any injuries to individuals caused by my service animal. I agree to indemnify, defend and hold harmless Evergreen School Division and its schools from and against any and all claims, actions, suits, judgements and demands brought by any party arising on account of, or in connection with, any activity of or damage caused by my service animal.

**Parent / Guardian Signature:**