

WORKPLACE RISK ASSESSMENT

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TASK/ WORK ACTIVITY ASSESSED: School dog (Charlie)

DEPARTMENT: Education

ASSESSOR: Rachel Bates, Graeme Patterson

DATE OF ASSESSMENT: 02/06/15 [Reviewed Jan 16](#)

MANAGER: J D'Abreu

SIGNED:

				A B C 1 2 3		
Area of Work/Task	Who might be harmed	Hazard(s)	Is the risk adequately controlled?	Tick	Further action required	Review date
School building & grounds	Staff, pupils & visitors	Animal health and diseases	<p>The dog to be obtained from an accredited breeder rather than a pet shop.</p> <p>The breed of dog will be chosen based upon their temperament around children.</p> <p>The dog to have all necessary vaccinations before being allowed into school, a copy of the animal's vaccination card to be kept on file in the site office.</p> <p>The dog is to be registered with a vet before being allowed into school.</p> <p>The dog to be bathed monthly as per veterinary recommendations using a recommended flea & tick shampoo.</p> <p>The dog to be wormed regularly, at least 4 times per year and all treatments recorded and a copy kept in the site office.</p>			

Charlie's (Therapy Dog) Policy – Appendix A

	Staff, pupils & visitors	Bites & scratches	<p>All staff and pupils to be instructed in the handling of the school dog.</p> <p>ALWAYS Keep the animal away from the face.</p> <p>All pupils (regardless of year.) to be well supervised when with the animal.</p> <p>The supervising adult to ensure that the dog is not over-petted to avoid any incidents. If the dog appears anxious or over-stimulated, it is to be removed to peaceful surroundings.</p>		<p>The school to ensure that the dog is regularly groomed, not only to keep the animals coat healthy, but also to keep nails trimmed to lessen the severity of any scratches.</p>	
	Staff, pupils & visitors	Allergies & phobias	<p>Children & staff that are known to have allergies or phobias to the animal will have restricted access.</p>		<p>A record of staff & children with allergies to the animal should be kept in the medical room, and the handler should be aware of the individuals with allergies and also phobias.</p>	
	Staff, pupils & visitors	Cultural attitudes to dogs	<p>The school has to be mindful with the animal when dealing with both Muslim and Islamic faiths.</p>			

Charlie's (Therapy Dog) Policy – Appendix A

	<p>Staff, pupils & visitors</p>	<p>Hygiene & infections</p>	<p>ALWAYS make sure that any open wounds are covered when in contact with the dog. All staff and pupils to ensure that they wash their hands thoroughly after contact with the dog, all classrooms have soap dispensers in them and the soap used is a sanitizer. Younger children should be supervised when washing hands. The dog should be suitably trained before coming to the school and should be going to the toilet beforehand and possibly during a mid-morning walk. In the event of an accident any faeces can be double bagged and put into the nappy bin in the nursery or main waste bins. Urine or vomit should be cleaned up using our guidance on 'bodily fluids'</p>		<p>The school to ensure that there is a pack containing dog bags, ant-bacterial spray and latex gloves. This should be held by the handler or adult responsible for the dog at the time.</p>	
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Charlie's (Therapy Dog) Policy – Appendix A

	<p>Staff & pupils</p>	<p>Food storage & feeding</p>	<p>It is advisable that the handler be the only person to feed the dog its main meals. Staff & children to be told of the dangers of approaching a dog whilst he/she is eating. Children giving treats (dog biscuits) to the dog need to have permission to do so, and be instructed on how to give them to the dog. All the dog food and feeding utensils need to be kept away from other sources of food within the school. Food can be stored in a plastic box and kept in the site workshop at the end of the carpark.</p>		<p>Sealable plastic container to be sourced.</p>	
	<p>Staff, pupils & dog</p>	<p>Walking</p>	<p>When walking the dog on the field, the handler or responsible adult will have to make sure that they have the 'Doggy bag' to pick up any mess. The dog is to be kept away from the overgrown area towards the rear of the field, as there are a number of foxes living in the overgrowth and could possibly attack or infect the animal.</p>		<p>Site team to look at the possibility of creating a secure 'run' for the dog.</p>	