

OTAGO POLYTECHNIC MANAGEMENT POLICY		Number: MP0419.02
Title:	Dogs on Campus	
Baldrige Criteria:	5 Workforce	
Policies Committee:	Approval Date: 7 April 2017	Effective Date: 7 April 2017
Previous Policy Number	n/a-	Review Date: as required
Contact Authority:	Director People and Culture	Status: Current

Purpose To provide guidance for people who bring dogs onto Otago Polytechnic Campuses and to Otago Polytechnic activities.

Background Otago Polytechnic welcomes dogs on campus.

It is important that all people feel safe and are not concerned about the presence of dogs in Otago Polytechnic environments or any potential issues e.g. allergic reactions.

Statutory Compliance DCC Dog Control By-law 2016 <http://www.dunedin.govt.nz/your-council/council-documents/bylaws/dog-control-bylaw> - 2016

Health and Safety at Work Act 2015

Liability on Otago Polytechnic if dog attacks another person on campus or off-site/field work and study.

Policy The following policy statements apply to all dogs associated with Otago Polytechnic activities including on campus, in vehicles, or on field trips.

1. All staff, students and visitors bringing dogs to Otago Polytechnic are required to adhere to this policy.
2. Otago Polytechnic allows dogs on site in a controlled environment. Dogs on site must be kept under appropriate control at all times.
3. Having a dog on site is a privilege and not a right - any dog that is not under control, causes a health and safety related concern or has an instance of unsatisfactory animal behaviour will no longer be allowed on an Otago Polytechnic site.
4. Dogs are only permitted in shared environments provided all staff and students in the workspace have consented. Dogs must not be allowed in shared spaces where food is prepared or eaten.
5. Dogs must be under supervision and control at all times either on a lead, confined in a crate or by the use of a barrier.
6. Dogs must not be left unattended for more than 15 minutes.
7. Dogs must not be left unattended in cars on Otago Polytechnic campuses for extended periods (maximum 1 hour with adequate ventilation and access to water) and not at all during warm weather.
8. Dogs must have space to rest and stretch safely, have access to fresh water at all times and be given the opportunity to go to the toilet at regular intervals during the day. Waste must be collected, bagged by the dog owner and put in external rubbish bins immediately.
9. As dogs will come into contact with other people at Otago Polytechnic the dog owner will be responsible for communicating with and educating people about the presence of the dog and the behaviour expected in relation to the dog.



10. Before entering the lift with a dog, the dog owner must always ask the occupants whether they mind having a dog in with them. If they do, the owner and the dog must wait for the next lift.
 11. If the owner and the dog meet people on the stairs, they must wait on the landing for the others to proceed before they do.
 12. During an evacuation the dog owner and their dog must wait until all staff and students have passed before moving down the stairwell. Wait inside the fire doors, if safe to do so, until the stairway is clear. Be aware that some people may be stressed by the presence of the dog in their path of exit.
 13. In the case of a dog showing any aggression or causing an incident of any kind e.g. biting, lunging, barking, baring teeth, the owner may be requested to remove the dog from Otago Polytechnic and may not be permitted to bring the dog back. The matter will then be referred to the Formal Leader and Health and Safety Manager.
 14. Should a dog cause any damage to Otago Polytechnic property, the owner is liable for payment of repair, or replacement, following discussion and agreement with the Formal Leader.
- 15. Veterinary Nursing programmes**
- 15.1. Dogs have been approved to be on campus in the School of Veterinary Nursing under the Otago University Animal Ethics Committee approval and permitted to be on campus as part of learning and teaching.
 - 15.2. School of Veterinary Nursing staff are subject to all aspects of this policy.

Approved by Chief Executive:
Date: 7 April 2017

