



11th January 2019

Dear Parents, Staff, Students & Carers

Re: Guide Dog on School Site

This letter is to inform you that there will be a trained guide dog on the school site in the near future. The guide dog is a trained companion for a member of staff and will be present on site to assist them. The certified dog is highly trained and recognised by The Guide Dogs for the Blind Association.

Students will be informed of the guide dog in an information assembly. This will help students identify with the guide dog and answer any questions. Whilst we appreciate that it may be exciting for students to have a guide dog on site, it is important that students remember the dog is a working dog and that staff and students alike all follow the below guidelines:

- Unless given permission by the handler, nobody should touch/ stroke or pet the guide dog.
- The dog will be wearing a harness to indicate that the dog is working- it is important staff and students do not approach the dog or disturb when the harness is being worn.
- Nobody should give food to the dog, other than the handler, under any circumstances.

The member of staff's right to have a certified guide dog is protected under Human Rights legislation and the guide dog will be under the care of the member of staff at all times.

From a health and safety perspective, the school has carried out a comprehensive risk assessment and the appropriate insurance is in place. The handler will also be undergoing full accredited training directly with The Guide Dogs for the Blind Association.

The school understands that there may be some students who have allergies and/or phobias to dogs. If your child is unable to be in the presence of the trained guide dog, please ensure you contact the school directly on 02392 824204 or email reception@charteracademy.org.uk for the attention of Alison Norton, Operations Manager. It is important the school is informed of any allergies by Friday 18th January 2019.

Thank you for your understanding and support.

Yours sincerely,

Mr M Masters

Acting Principal

