



RISK ASSESSMENT FORM

004F
(May 2020)

Site / Area:		Date of assessment:		Risk Assessment #:	115RA
Completed by (name):		Signature:			
In Consultation with		Signature:			
Identify / describe activity, equipment, area or event you are assessing:			Therapy Dogs in schools		
In conjunction with this risk assessment, training / education and development of a relevant SOP may be required.					
Step 1: Identify the hazard/s: What do you believe are the hazards? (Refer Risk Assessment Guideline (015G))		Step 2: Assess the risks: What do you believe are the risks? (Refer Risk Assessment Guideline (015G))		Step 3: Reducing the risk: What do you believe can be done to reduce the risk? (Refer Risk Assessment Guideline (015G))	
What could cause harm?		What could go wrong?		Controls	
No animals are permitted onto worksites unless permission has been obtained by executive / leadership. Therapy Dogs are not assistance dogs. Dogs can help students' mental health and wellbeing. Students who are particularly anxious about coming to school may be encouraged to do so if they know a dog will be there to greet them each day. A dog can have a very soothing effect and be a great comfort to students who are feeling anxious or upset during the school day. Dogs can also improve social skills and encourage responsibility. Dogs may also improve staff wellbeing If you have an assistance dog at your worksite, refer to 007RA Animals and Pets in the school					
<ul style="list-style-type: none">Therapy Dog must be registered and have appropriate registration disc on their collar (to protect animal and owner should the dog get loose and run away) OR evidence of being microchipped.Therapy Dog has had appropriate training to manage their behaviour					
Biological <ul style="list-style-type: none">AllergiesZoonoses (diseases from animal to humans)Anthroponotic diseases (disease from human to animals)		<ul style="list-style-type: none">IllnessAnaphylaxisAsthmaLacerationsContusionsScratches		<ul style="list-style-type: none">Prior to the Therapy Dog being brought to the school, staff / students must be advised of the intent to bring the Therapy Dog and what is the intent / purpose for it, date, times and where the Therapy Dog will be goingDepending on the severity of the allergy, medication plan in place for student and epi-pen is availableThose with severe allergies will not interact with the Therapy Dog	



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<ul style="list-style-type: none">Bites / attack	<ul style="list-style-type: none">PuncturesPersons knocked to the groundPsychologicalDeath	<ul style="list-style-type: none">Therapy Dog has had all the relevant vaccinations, Flea treatment / worming is currentNo teasing, chasing, poking, hitting, teasing or provoking animals so that the animal does not become agitated and attack.Any person who is sick (e.g. gastroenteritis) is to stay away from the Therapy DogThe Therapy Dog will only toilet (where possible) in an area of the school that students / staff don't have access to. If required, that area will be disinfectedAnimals excreta to be cleaned up by owner immediately and rubbish disposed of appropriately. Appropriate bags to be used, tied off and disposed of in rubbish binStaff / students will wash their hands before and after active participation with the animalAny incident to be reportedFirst aid available on siteNo food to be given to the Therapy Dog – it is the owners responsibility to feed their dog.School to ensure their insurance provider is made aware that a Therapy Dog is on site
Psychological <ul style="list-style-type: none">Phobias	<ul style="list-style-type: none">AnxietyFear	<ul style="list-style-type: none">Prior to the Therapy Dog being brought to the school, staff / students and parents / carers must be advised of the intent to bring the dog to the school, the intent / purpose for it, date, times and where the dog will be goingWorksite to identify any possible at risk persons and address appropriatelyIf the Therapy Dog is to visit on numerous occasions, this must be clearly communicated to staff / students / residents / parents / carersAggressive dogs or other animals, or those with a history of aggression, must not be brought into the school.
Hazardous Manual Tasks <ul style="list-style-type: none">Handling animal	<ul style="list-style-type: none">Musculoskeletal injuriesSprainsStrains	<ul style="list-style-type: none">The pet's owner is responsible for handling the Therapy Dog.Teachers and students are not to take control of the dog.
Gravity <ul style="list-style-type: none">Slips, trips and falls	<ul style="list-style-type: none">SprainsStrainsBroken limbs	<ul style="list-style-type: none">School to ensure procedures are in place to clean up any spills, toileting accidents etc.



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	<ul style="list-style-type: none">Persons knocked to the ground	<ul style="list-style-type: none">Therapy dogs to be on a lead (where relevant) at all times and in the care of the dogs handler (a responsible adult) and not allowed to freely roam around the school – unless it is in an approved room/area.Students are not left with the animal unsupervised			
General information	<ul style="list-style-type: none">Distraction to staff / students / residentsInterruption to normal lesson structure	<ul style="list-style-type: none">Therapy dogs will not go into classrooms or buildings where they can be a distraction to classes unless a teacher has requested a visit.Teacher in charge must seek permission from the class teacher prior to any visits. <p>Therapy Dog Owners Responsibilities:</p> <ul style="list-style-type: none">Provide contact details to the schoolVolunteer (handler) must sign in and locate the coordinators office so they know where to go to or which student / resident or class they are to visitProvide Dogs name; breed of dog, colour, health statusVolunteer (handler) to provide a copy of veterinary health clearance and provide some evidence of training the Therapy Dog has completed (e.g. "Paws for A Cause").Ensuring they have appropriate insurance <p>Worksite Responsibility:</p> <ul style="list-style-type: none">Worksite to communicate to their community about the Therapy Dog being on site and outline the rationale for it. The community to be provided the following details: Service frequency (e.g. daily, weekly, fortnightly); Preferred day the Therapy Dog will be on site; Duration and who is responsible for looking after / handling the Therapy Dog			
Other	<ul style="list-style-type: none">	<ul style="list-style-type: none">			
Authorised by:		Signature:		Date:	

Review hazard/risk assessment if task or circumstances change and at intervals appropriate to the level of risk (minimum 5 years).



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Step 4: Monitor & review:

(Refer to hazard sheet)

Please tick Yes or No

Were the controls effective?

Yes

☐

No

☐

Were there any unforeseen hazards/ incidents?

Yes

☐

No

☐

New controls

DETAILS

DETAILS

DETAILS

Name:

Signature:

Date: