

Sample Decision Letter Approving Guide Dog/ Service Dog/Service Animal

(School Letterhead)

Date

Dear Parent/ Guardian:

This letter is to inform you of the decision regarding your request that your child/you attend school with a Guide Dog/Service Dog/Service Animal to provide accommodation for disability-related learning needs or acts of daily living.

I wish to confirm the approval of your request. Our next step in planning this accommodation is to meet as a team to determine responsibilities and a management plan for this accommodation. This team meeting will occur on:

_____.

You will be responsible for ensuring that the Guide Dog/Service Dog/Service Animal is groomed, has a vest or harness, and crate/mat {if necessary}, as well as a water bowl. All costs associated will be your responsibility.

If concerns arise regarding the integration of the Guide Dog/Service Dog/Service Animal into the school community and your/ your child's class(es), a meeting will be scheduled to review how the issues might be resolved.

In the event that the Guide Dog/Service Dog/Service Animal engages in behavior that is distracting, disruptive or aggressive, including making noise, failing to follow commands, growling or nipping, you/ your child/ the Handler will be required to remove the Guide Dog/Service Dog/Service Animal from the classroom immediately and you will be required to arrange for the Guide Dog/Service Dog/Service Animal to be removed from the school. In such a case, alternative options for accommodation will be reviewed.

Sincerely,

Principal

cc: Superintendent of Education
Coordinator – Student Services
Classroom Teacher
OSR