

**Kennewick School District No. 17**  
**REQUEST FOR SERVICE ANIMAL INVOLVEMENT WITH A STUDENT**

Name of student: \_\_\_\_\_ Birthdate: \_\_\_\_\_

School: \_\_\_\_\_

Name of parent/guardian: \_\_\_\_\_

Name of parent/guardian: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number(s): (Home/Cell) \_\_\_\_\_ (Work) \_\_\_\_\_

a) I/We request that \_\_\_\_\_ be allowed to use a service animal at school and at school-related activities.

b) The service animal will provide the student with the following assistance: (attach documentation as necessary) \_\_\_\_\_

c) The service animal is a  Dog  Miniature Horse

d) Length of time the student and animal have worked together \_\_\_\_\_

e) Annual review date or review date at change of placement \_\_\_\_\_

f) Additional information that will assist the principal (e.g. safety, behavior, or temperament of the animal) \_\_\_\_\_

g) Indicate how your student gets to school:

Walk

Drive or is driven

Transit

School bus

h) **Documentation submitted with this request (please check the appropriate boxes):**

Letter from a physician, nurse, or other professional confirming the student needs the animal for reasons relating to the disability

Copy of animal's registration and training certification with a recognized training center

Copy of current, official vaccination certificate and health records for the animal (Required)

Copy of homeowners or rental insurance or a personal liability policy that covers damage to a third party

Proof of municipal animal license (Required)

Copy of training certification of individual responsible for the animal

**I/We understand that it is our responsibility to:**

- Transport or walk the animal to and from school, or facilitate the use of bus transportation
- Provide the required equipment and animal care items, bathe animal regularly - keeping it clean and reducing dander and eliminating odor.

- Assume financial responsibility for:
  - The animal’s training, veterinary care, and other related costs, as well as any damage or cleaning needed as a result of the animal’s actions.
  - Actions of the animal that may harm persons or property.
- Attend to the daily care needs of the animal and clean up any urine or excrement that the animal may produce.
- Work cooperatively with the school staff to make this accommodation a success.
- Assist the principal to communicate relevant information to the school community.
- Provide the principal with required documentation in a timely fashion.
- Inform the principal of all relevant information that may affect the child, the other students, and/or staff.

**The owner/handlers also agrees to the following:**

- The animal must be tethered, leashed and under the control of the handler at all times unless either the handler is unable because of a disability to use a harness, leash or other tether, or the use of the harness, leash or other tether would interfere with a the service animal’s safe, effective performance of work or task, in which case the service animal must be otherwise under the handler’s control (e.g., voice control, signals or other effective means); so it cannot run free and is under the control of the person with a disability.
- Adhere to all policies and regulations of the KSD pertaining to service animals.
- Not to bring the animal to school when it is sick or ill.

I/We understand that the owner of the service animal is not covered by KSD insurance for any bodily injury or property damage caused to a third party by the animal. It is recommended that the owner obtain personal liability coverage for the animal through a personal liability policy such as a homeowners/rental policy.

I/We give permission for this information to be shared with the school community.

\_\_\_\_\_  
Signature of parent/guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of parent/guardian

\_\_\_\_\_  
Date

**For Office Use Only:**

Request Approved \_\_\_\_\_

Request Not Approved \_\_\_\_\_

Comments:

\_\_\_\_\_

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
504 Coordinator/Special Services Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent or designee

\_\_\_\_\_  
Date