



## Service Animals and Other Animals on Campus

Per Colorado law, Colorado Early Colleges (CEC) allows service animals on all its campuses who are specifically trained as service animals for individuals with disabilities.

### Definitions:

**Individual with a Disability:** An individual with a disability as defined by Section 504, the ADA and the ADAAA is a person who:

1. Has a physical or mental impairment that substantially limits one or more major life activities; or
2. Has a record of such impairment; or
3. Is regarded as having such an impairment.

Three factors are considered to determine whether a person's impairment substantially limits a major life activity:

1. The nature and the frequency of the impairment;
2. The expected duration of the impairment; and,
3. The permanency or long-term impact of the impairment.

**Service animal:** A service animal refers to a dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability. An animal whose sole function is to provide comfort or emotional support does not qualify as a service animal under the ADA because it has not been sufficiently trained to perform a specific job or task.

Service animals may accompany students, employees, or visitors throughout CEC facilities and school grounds, except in food preparation areas.

### **Accommodation Process**

In accordance with law, individuals with disabilities, including students, employees, and visitors, may be accompanied by Service Animals in CEC facilities and vehicles, on CEC grounds and at CEC functions. A student with a disability or employee with a disability will be requested to complete the "Request to be Accompanied by a Service Animal" and submit it to the School Nurse, or designee, prior to bringing the animal onto campus to ensure CEC can prepare any reasonable accommodations needed. There is no automatic right to be accompanied by a Service Animal in any CEC facility or vehicle, on CEC grounds or at CEC functions. The ADA does not require covered entities to modify policies, practices, or procedures if it would "fundamentally alter" the nature of the goods, services, programs, or activities provided to CEC's program.

## **Service Animals in Training**

A trainer of a service animal in training may be accompanied by a service animal in CEC facilities and vehicles, on CEC school grounds, and at CEC school functions. Trainers must adhere to all school policies guidelines and additional responsibilities outlined in this policy.

### **Responsibilities of Individuals Using Service Animals:**

The owner/handler/trainer of a service animal shall be solely responsible for the service animal. Service animals must not be disruptive or active (outside of trained activities) in any classroom situation. Individuals who bring service animals, or service animals in training into CEC facilities and/or onto CEC property are responsible for the cost, care, and supervision of their service animals, including:

- The handler is solely responsible for appropriate care of the animal and for complying with state and local requirements regarding rabies and any other vaccinations (the service dog must wear a valid vaccination tag at all times), as well as state and local requirements regarding licensure and leash control.
  - A copy of the service animal's vaccine record must be attached to the "Request to be Accompanied by a Service Animal" form.
- Keeping the service animal harnessed, leashed, or other wised tethered unless the animal's handler is unable to do this because of a disability or because the use of a harness, leash, or other tether would interfere with the service animal's safe and effective performance of work or tasks.
  - In such cases, the service animal must be under the handler's control via voice, signals, or other effective means, these controls may not be disruptive.
- It is strongly recommended that the service animal is wearing a vest/harness that identifies it as a trained service animal.
- Keeping the service animal under control at all times.
- Supervision and care of the animal, including any feeding, exercising, walking to relieve, clean up, and stain removal.
- Ensuring the service animal is clean, groomed, and free of fleas, ticks, etc. in order to minimize the health risk to individuals with allergies to animals.
- Completing the required American with Disabilities Act (ADA) paperwork for the requested accommodation.

The owner/handler/trainer of a service animal is liable for any and all damages to property or injuries to persons caused by the service animal. The owner/handler/trainer of a service animal must also indemnify, defend, and hold harmless CEC from and against any and all claims, actions, suits, judgments, and demands brought by any party arising on account of, or in connection with, any activity of or damage or injury caused by the service animal.

Student, staff, or visitors shall promptly comply with any CEC directive to remove their service animal from an area if:

- the service animal is out of control and effective action is not taken to control it.
- the service animal is not housebroken.
- the service animal poses a direct threat to the health or safety of others that cannot be mitigated by reasonable modifications.

A student with a disability may be accompanied by a service animal regardless of whether the service animal is written into a 504 Plan or Individualized Education Program (IEP), subject to any conditions or limitations established by this policy or by applicable law.

### **Reasonable Accommodation / Facilities, Vehicles, Grounds and Functions**

In accordance with law, CEC shall strive to make reasonable accommodations so that its facilities, vehicles, grounds, and events are accessible for an individual with a disability who is accompanied by a service animal, unless the accommodation would impose an "undue hardship" on CEC. "Undue hardship" means an action requiring significant difficulty or expense, determined in the manner required by law.

If CEC excludes a service animal, CEC shall provide the individual with a disability the opportunity to participate in the service, program, or activity without the service animal on the premises.

### **Conflicting Disabilities**

Individuals with disabilities that are adversely impacted by service animals should contact the Head of School. Such individuals will be asked to provide documentation that identifies their disabilities and their need for accommodations. (Certain individuals with animal dander allergies or fear of dogs may qualify as individuals with disabilities.) The Head of School shall strive to facilitate a process to resolve the conflict that considers the conflicting needs/accommodations of the disabled individuals involved.

### **Guidelines for CEC Staff and Students:**

To ensure equal access and nondiscrimination of individuals with disabilities, students, staff, and visitors cannot:

- Ask for details about a person's disabilities.
- Pet, interact, or feed a service animal as it distracts the animal from its work.
- Deliberately startle, tease, or taunt a service animal.
- Separate or attempt to separate a person from their service animal.
- Block the right of way for individuals with service animals.

CEC is committed to ensuring that the needs of all people with disabilities are met and will determine how to resolve any conflicts or problems as expeditiously as possible.

This policy does not prohibit other animals from entering CEC property that have been approved by a CEC Head of School for academic purposes.

### **Forms**

*Request to be Accompanied by a Service Animal*



COLORADO  
Early Colleges

## Request to be Accompanied by a Service Animal Form

Is a service animal required due to a disability?                      Yes                      No

If the answer is no:

Is the student a trainer of service animals?                      Yes                      No

Is the animal being trained to be a service animal?                      Yes                      No

What work or task has the service animal been trained to perform specific to the disability of the student: \_\_\_\_\_

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### Check all applicable boxes

- ☐ Student agrees to be responsible for and to supervise and care for the service animal independently, including any feeding, exercising, walking to relieve, clean up and stain removal.
- ☐ Student must be able to and agrees to harness, leash, and/or tether the dog as needed at all times, ensuring the service animal does not approach other students or staff.
- ☐ Student must be able to and agrees to keep the service animal's vaccinations up to date at all times. This includes DHLPPC (Distemper, Hepatitis, Leptospirosis, Parainfluenza, Parvovirus, Coronavirus), Bordetella, Rabies, and other vaccines required by the veterinarian. Attach a copy of the service animal's vaccine record to this form.
- ☐ Student must be able to and agrees to keep the service animal treated for and kept free of fleas and ticks.
- ☐ Student must be able to and agrees to keep the service animal clean and groomed to avoid shedding and dander so allergy issues and risks to other students and staff are minimized (due to severe allergies to animal dander). Student understands that allowing the service animal to make contact, even with permission, with staff and students increases the likelihood of allergic exposure and reaction to others and is not permitted at any time.
- ☐ Student agrees to keep the service animal on a harness, leash, or other tether unless student is unable to do this because of a disability or because the use of a harness, leash, or other tether would interfere with the service animal's safe and effective performance of work or tasks. In that case, the service animal needs to be under student's control (voice control, signals, or other effective means). If student cannot keep the service animal on a harness, leash, or other tether,

please explain why student is unable to and how being leashed interferes with the dog's performance of the specified task for which the dog has been trained.

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- ☐ Student agrees that service animals must not be disruptive or active in any classroom, cafeteria, gymnasium, or assembly situation, including, but not limited to barking, whining, licking, soliciting petting or touch, etc.
- ☐ Student understands and agrees CEC will need to exclude the service animal from CEC facilities, vehicles, grounds, or functions under the following circumstances:
- Service animal is out of control and student, or animal's handler, does not take effective and immediate action to control the service animal.
  - Service animal is not housebroken.
  - Service animal poses a direct threat to the health and/or safety of others.
  - For any other reasons that may arise and are permitted by law.

Lastly, the owner or the handler of a service animal is liable for any and all damages to property or injuries to persons caused by the service animal. The owner or the handler of a service animal must also indemnify, defend, and hold harmless CEC from and against any and all claims, actions, suits, judgments, and demands brought by any party arising on account of, or in connection with, any activity of, or damage or injury caused by the service animal.

CEC staff cannot take responsibility for the care and/or management of service animals.

By signing below, owner and/or handler attests that Certificates of Completion for appropriate service trainings are up to date and all vaccines are up to date.

Date: \_\_\_\_\_

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Handler Name (if other than student)

\_\_\_\_\_  
Handler Signature (if other than student)

\_\_\_\_\_  
Head of School

\_\_\_\_\_  
Director of Campus Culture

\_\_\_\_\_  
School Nurse