

Policy Name:	Domestic Animals on Campus
Originating Department:	Assistant Vice-President (Facilities Management and Planning)
Approval Authority:	Senior Management Committee
Date of Original Policy:	May 1992
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Mandatory Revision Date:	January 2024

POLICY

Carleton University is committed to the protection of the health, safety and wellbeing of all members of the university community. The University is also committed to the principles of accommodation for individuals with disabilities through the presence of service animals as required by the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act.

Animals are not permitted in Carleton University buildings unless they have been authorized to be in university buildings pursuant to one of the following exemptions:

1. authorized service animals assisting persons with disabilities;
2. authorized animals used by the University for teaching and research purposes;
3. authorized animals approved by Facilities Management and Planning (FMP) for special events; and
4. authorized animals under the Carleton Therapy Dog Program (the "Program").

Animals are not permitted to run loose on university grounds. They must be leashed, caged, or otherwise properly restrained and under the control and supervision of their handler or owner at all times. Furthermore, handlers and owners are responsible for the care and maintenance of their authorized animals while on university property.

Emotional support, therapy and comfort animals must meet the requirements of an authorized service animal for the purposes of accommodation.

This policy will be implemented through a supporting Guideline on Domestic Animals on Campus.

PURPOSE

The purpose of this policy is to regulate the presence of authorized animals as described above, and to ensure that domestic animals are healthy, do not pose health and safety risks to others, and are fully under the control of their owner while on university property.

SCOPE

This policy applies to the entire university community, including students, faculty and staff, and visitors or guests.

Definitions:

1. “disability” has the same meaning as in the [Accessibility for Ontarians with Disabilities Act, 2005](#) and the Ontario [Human Rights Code, 1990](#).
2. “handler” refers to the person who has charge of the service animal. This would typically be the person whom the service animal is assisting with a disability.
3. “owner” refers to the legal owner of the service animal.
4. a “pet” refers to any domestic or tamed animal kept for companionship or pleasure that is not a service animal.
5. an animal is a “service animal” for a person with a disability if (as outlined in the [Regulation 191/11: Integrated Accessibility Standards](#) under the [Accessibility for Ontarians with Disabilities Act, 2005](#)),
 - a. the animal can be readily identified as one that is being used by the person for reasons relating to the person’s disability, as a result of visual indicators such as the vest or harness worn by the animal; and
 - b. the person provides documentation from one of the regulated health professionals listed in the Integrated Accessibility Standards, appropriately confirming that the person requires the animal for reasons relating to the disability.
6. “service dog” means a dog that is trained as a guide for a person with a disability and that has the qualifications prescribed in [Regulation 58: Guide Dogs](#), under the [Blind Persons’ Rights Act, 1990](#).
7. "Carleton Therapy Dogs" means a dog that has been accepted into the Carleton Therapy Pet Program. Both the owner and animal have completed defined behavioural training, the animal can be readily identified through visual indicators (Carleton vest), and the owners have agreed to provide supportive services to the students and staff of Carleton University.
8. “emotional support, therapy and comfort animals” may be permitted for the purposes of accommodation, if:
 - a. the animal meets the service animal definition in [Regulation 191/11: Integrated Accessibility Standards](#), and
 - b. documentation from one of the regulated health professionals listed in the Regulation is provided to confirm that the person requires the animal for reasons relating to their disability

PROCEDURES

1. Individuals seeking consent regarding animals being brought onto the university campus must make requests, in writing, to the University.
 - a. Carleton employees seeking a service animal accommodation should direct their request to the Department of Human Resources.
 - b. Carleton students seeking a service animal accommodation should direct their request to the Paul Menton Centre for Students with Disabilities.
 - c. In *special circumstances*, approval may be obtained to bring domestic animals on campus for a special event involving the display or demonstration of specialized skills or

natural behaviours. These requests should be made to Facilities, Management and Planning (Director, Environmental Health and Safety).

2. Enforcement of this policy will be carried out by Campus Safety Services with assistance from the City of Ottawa as appropriate.
3. Persons bringing pets on campus will be held responsible for any costs or consequences of any damage caused by their pet and may be subject to discipline as warranted and appropriate under the circumstances.

CONTACT

Assistant Vice-President (Facilities Management and Planning)

Director, Environmental Health and Safety

Director, Human Resource Operations

Director, Paul Menton Center

RELATED DOCUMENT

Guideline on Domestic Animals on Campus