



Animals and Birds on Sites

APPROVED BY: RW Executive	REVIEW DATE: March 2018
APPROVAL DATE: May 2016	VERSION NUMBER: 4
FILE NUMBER: POL00213	

THIS POLICY APPLIES TO: Employees, Residents and Visitors of RW Accommodation services



1. Title

This policy will be known as Animals and Birds on Sites Policy.

2. Purpose

The purpose of the Animals and Birds on Site Policy is to guide and inform RW staff to ensure that all requests for animals on premises are being considered in a fair and equitable manner.

3. Introduction

RW recognises the beneficial effects that pets can have on mental health, and that some individuals seeking to enter our accommodations services may have a beloved pet they wish to accompany them when moving into our service, or may benefit from contact with visiting pets. RW has a duty of care to ensure that our premises are free from hazards and risks that may impact on residents, staff and visitors. The Animals and Birds on Site Policy will define the procedure for assessing whether an animal is permitted to be kept on the RW premises.

4. Policy

There is to be no animals or pets on any RW premises without the express permission of RW Site Manager. Residents seeking to bring animal and pets onto RW premises must request this in writing prior to bringing the animal on site. This policy does not apply to visually impaired individuals that require the assistance of a guide dog, or to other service animals.

5. Procedure

The resident or visitor will apply in writing stating the reasons for wanting to bring the animal or pet onto RW premises. The request must include full details of the animal or pet and list any requirements for the animal. The Site Manager will make an informed decision as to whether a resident is permitted to bring the animal on the premises.

Approval will be conditional based on the following:

- Assessment of health and or allergies of other residents in the unit/house;
- Residents of the unit/house (existing and future) must agree to the animal being kept on the premises;
- The animal is to be kept in good health and will be provided with appropriate food, shelter and veterinary care. Any neglect or abuse of the animal will not be tolerated and will be reported to the RSPCA;
- No residents or staff are to be inconvenienced by having to look after the animal should the owner have to leave the site for a period of time. This includes admissions to hospital and social leave;
- Risk management is maintained and there is no RW liability from animals that may cause a nuisance to neighbours or attack visitors/residents/staff;
- The owner of the animal is liable for any costs incurred as a result of the animal damaging the unit/house, property, furniture or fittings;
- The owner of the animal fully understands that RW has no responsibility or liability for the health or veterinary care of the animal;
- The owner of the animal fully understands that RW is not responsible or liable for any fees incurred as a result of Council By-Laws, including animal registration fees and/or fines;
- The owner of the animal agrees that the Site Manager has the right to review and revoke the agreement at any time; &
- There must be a clear written agreement listing all of the conditions.

6. Breach of Standards / Policy

Any breach of these conditions may result in the owner of the animal being asked to remove the pet from RW premises. The Royal Society for the Prevention of Cruelty to Animals (RSPCA) or other relevant animal welfare society may be called to assist with removing the animal if the owner refuses.

The owner of the animal will be responsible for any costs associated with the

- Removal of the animal or bird; &
- Repair of any animal/bird-related damage to RW property, facilities, or grounds.

Policy Context: This Policy Relates to

Applicable Standards or other external obligations	QIC Health and Community Services Standards
Applicable Legislation or other requirements	
Applicable Contractual Obligation	

Review by Consumer Family Reference Group

POLICY VERSION	APPROVED / REVIEWED	COMMENTS

POLICY VERSION	APPROVED / REVIEWED	COMMENTS
Version 1	November 2009	
Version 2	November 2010	
Version 3	June 2013	
Version 4	May 2016	