

Ashdon Primary School

School Dog Risk Assessment

Headteacher	Marné Reynecke-Raybould
Approved by Governors	19 th March 2026
Next review date	March 2029, together with the School Dog Policy, or sooner
Chair of Governors	Rev. Brenda Brundritt

Safeguarding Statement

Ashdon Primary School takes seriously the responsibility to protect the welfare of the children in its care, believing that "The welfare of the child is paramount" (Children Act 1989).

This risk assessment plays an integral part in our aim to safeguard our children and ensure their wellbeing in order to promote their optimum development.

1. Scope

This assessment covers the presence of the school dog on site, and supervised pupil reading sessions. It supersedes the assessment approved by the governing body on 5th December 2024, and should be read alongside the School Dog Policy adopted on 19th March 2026. Unless stated otherwise, the Headteacher, as Jaffle's owner and designated handler, is responsible for implementing and monitoring every control listed.

2. Dog profile

Name	Jaffle Winston Reynecke-Raybould	Breed	Smooth-haired Miniature Dachshund
Date of birth	3rd October 2024	In school since	January 2025
Attendance	Four days per week, term time only	Base in school	Headteacher's office
Owner and handler	Mrs M Reynecke-Raybould, Headteacher	Training	School dog in training – socialisation, basic obedience and reading dog programme training ongoing; formal therapy dog certification a future goal
Insurance	Personal pet insurance; insurer notified of and has acknowledged attendance at the Headteacher's place of work. School public liability reviewed and confirmed as covering the presence of a school dog.	Veterinary	Vaccinations, flea and worm treatment up to date; records held in school

3. Risk rating key

LOW – acceptable risk with controls in place	MEDIUM – monitor closely; controls essential	HIGH – must not proceed without robust controls
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4. Hazards, controls and residual risk

Hazard / Risk	Who is affected	Initial risk	Control measures in place	Residual risk	Responsible
Dog bite, scratch or knock – injury to pupil or staff	All pupils, all staff, visitors	HIGH	☐ Jaffle is a smooth-haired Miniature Dachshund – temperament assessed as calm and friendly prior to introduction ☐ Jaffle is a school dog in training – socialisation, basic obedience and reading dog programme training are ongoing; formal therapy dog certification is a future goal ☐ Until formal certification is achieved, all pupil interactions are supervised, structured and voluntary ☐ Jaffle accompanied by his designated adult handler, the Headteacher, at all times; never allowed to roam freely ☐ Pupils taught how to approach and handle Jaffle safely ☐ No unsupervised access to Jaffle by any pupil ☐ Jaffle not brought into school if unwell, injured or showing signs of stress ☐ Staff trained to recognise dog stress signals (yawning, lip-licking, whale eye, growling) ☐ Jaffle removed immediately from any situation where stress signals are observed ☐ Reading sessions limited to small groups in a supervised, calm environment ☐ Any bite or scratch incident recorded and reported; parents informed the same day	LOW	Headteacher
Allergic reaction to dog dander or saliva	Pupils and staff with dog allergies	HIGH	☐ All families asked to declare dog allergies on admission and at the start of each academic year ☐ An individual Dog Allergy Management Plan is drawn up with the family for any pupil with a declared dog allergy; an anonymised example plan is published on the school website ☐ Air purification in place in areas where Jaffle is present ☐ Jaffle regularly groomed to minimise dander shedding ☐ Jaffle confined to the Headteacher's office and designated areas only ☐ Dog-free zones: all classrooms (unless a specific agreed session is in place with appropriate safeguards), dining areas while in use, the library, and the learning zone / IT suite ☐ Enhanced cleaning protocols in place across school ☐ Emergency medication accessible for any pupil with a known severe allergy ☐ Staff briefed on individual pupils' allergy profiles and emergency procedures ☐ Any allergic reaction recorded; parents and Headteacher informed immediately	LOW	Headteacher
Distress, anxiety or phobia triggered by the presence of a dog	Pupils and staff with dog-related fears or phobias	MEDIUM	☐ All families informed of Jaffle's role in school and reminded annually ☐ Families invited to declare dog-related fears or phobias; records updated accordingly ☐ No pupil or member of staff is ever required or encouraged to interact with Jaffle ☐ Dog-free zones maintained at all times (see above) ☐ Advance notice given to families of any change to where Jaffle is present in school ☐ Alternative reading arrangements available at all times, presented neutrally so no pupil is singled out ☐ Familiar adult available to support any pupil who is anxious around dogs	LOW	Headteacher

Pupil taking part in reading sessions without parental consent	Pupils, families	MEDIUM	☐ Written parental consent required before any pupil takes part in reading sessions (School Dog Policy, section 4) ☐ Consent sought on admission and refreshed at the start of each academic year, alongside the allergy and dog-anxiety questions ☐ Families of new and mid-year admissions asked directly at induction, not by circulated letter alone ☐ Non-returns followed up by the school office; a nil return is never treated as consent ☐ Consent recorded centrally on the MIS and shared with all staff running reading sessions ☐ Consent may be withdrawn at any point in the year by contacting the school office ☐ Register of reading sessions checked against the consent list each half term	LOW	Headteacher
Infection – transmission of zoonotic illness or bacteria	All pupils, all staff, visitors	MEDIUM	☐ Handwashing before and after any contact with Jaffle; facilities available beside every area he uses ☐ Vaccinations, worming and flea treatment kept up to date; records held in school ☐ Jaffle does not come into school if unwell or showing signs of infection ☐ Jaffle has no contact with food, food preparation areas or the dining area at any time ☐ Bedding, bowls and toys cleaned regularly; Jaffle's area cleaned daily ☐ Pupils taught not to allow Jaffle to lick faces or hands	LOW	Headteacher
Fouling on school grounds	All pupils, all staff, grounds users	MEDIUM	☐ Jaffle toileted off site or in a designated area away from pupil play space ☐ Waste bagged and disposed of immediately by the handler in a dedicated external bin ☐ Designated area checked daily ☐ Any accident indoors cleaned and disinfected immediately; area closed until cleaning is complete	LOW	Headteacher
Trip or fall – small dog or lead underfoot	All pupils, all staff, visitors	MEDIUM	☐ Jaffle kept on a short lead when moving through the building ☐ Jaffle not moved through corridors during transition times or at the start and end of the school day ☐ Jaffle's bed positioned away from doorways and thoroughfares ☐ Pupils taught to walk, not run, in areas where Jaffle may be present ☐ Visitors alerted to Jaffle's presence at the point of signing in	LOW	Headteacher
Jaffle escaping the building or site	Jaffle; road users; pupils	MEDIUM	☐ Office door kept closed when Jaffle is unattended in his bed ☐ Jaffle on lead whenever outside the office and outdoors on site ☐ Perimeter gates closed during the school day ☐ Jaffle microchipped and wearing an identification tag with contact details ☐ All staff aware of the procedure to follow if Jaffle is found loose on site	LOW	Headteacher
Overcrowding or rough handling during pupil interaction	Pupils; Jaffle	MEDIUM	☐ Maximum of four pupils with Jaffle at any one time during reading sessions ☐ Interactions take place in a calm, defined space – never in the playground at busy times ☐ Clear rules taught and displayed: approach calmly, no picking up, no cornering, no waking him ☐ Handler ends the session immediately if pupils become excitable ☐ Reading sessions timetabled, not spontaneous	LOW	Headteacher
Harm to Jaffle's welfare – fatigue, overstimulation or stress	Jaffle	MEDIUM	☐ Attendance limited to four days per week, term time only, to protect rest and routine ☐ Quiet, comfortable space of his own with free access to fresh water at all times ☐ Jaffle free to withdraw from any interaction; withdrawal always respected ☐ Daily limit on the number and length of reading sessions	LOW	Headteacher

			☐ Staff trained to recognise stress signals and to act immediately ☐ Regular veterinary health checks; welfare reviewed as part of the annual review of this assessment		
Fire, evacuation or lockdown with Jaffle on site	All pupils, all staff, Jaffle	MEDIUM	☐ Pupil and staff evacuation always takes priority over the dog ☐ Handler responsible for Jaffle during evacuation; lead kept beside his bed ☐ Jaffle held on lead at the assembly point, away from the pupil lines ☐ If the handler is not with him, the nearest adult removes him only if it is safe to do so ☐ Jaffle's presence included in fire drills at least once per term	LOW	Headteacher
Jaffle injured or taken ill during the school day	Jaffle; pupils witnessing an incident	MEDIUM	☐ Veterinary practice details held in the school office ☐ Handler takes Jaffle off site for veterinary attention; cover arranged for the Headteacher's duties ☐ Pupils moved away from the situation; age-appropriate explanation given ☐ Incident recorded and, where pupils were present, families informed	LOW	Headteacher

5. Monitoring and review

In line with the School Dog Policy, this assessment is reviewed every three years by the Headteacher and approved by the Full Governing Body. It is reviewed sooner following any incident involving Jaffle, any change to his health, behaviour or training status, any newly declared allergy or phobia, or any significant change in circumstances. All incidents involving Jaffle, however minor, are recorded and reported to the Headteacher and to the governor with responsibility for Health and Safety.

Signed (Headteacher)		Date	19 th March 2026
Signed (Chair of Governors)		Date	19 th March 2026