



Care of Animals and Living Creatures Policy

Version 1 | Mahi Tuatahi

Effective Date | Whakamana tahito : June 2024 | Hune 2024

Next Review | ā houanga arotake: June 2026 | Hune 2026

Policy Owner | Rangatira Kaupapa Māhere: Chief Executive Officer

Key Accountabilities | Ngā Takonga Tuatahi: Senior Teachers

Introduction | Tīmatanga Kōrero

The purpose of this policy is to:

To ensure all animals in kindergartens are cared for appropriately and hygienically, demonstrating understanding of animal welfare, care and empathy and children are kept safe from any harm.

Applies To | Ko Wai Whakahāngaitia

This policy applies to all Teachers employed or contracted by He Whānau Manaaki o Tararua Free Kindergarten Association (Whānau Manaaki).

General Principles | Mātāpono Whānui

1. All teachers in the kindergarten must agree before animals are brought into the kindergarten, consult with whānau and document their understanding of the purpose of the decision made.
2. All animals are able to be kept under control.
3. Teachers will demonstrate to children that animals require appropriate care and attention, facilitating a code of care and empathy.
4. All teachers will identify potential risks having animals in kindergarten for children's safety and welfare of animal.
5. Kindergartens will develop their own procedures that will include welfare and care of animals, hygiene and supervision practices.

Relevant Legislation and Regulations | Whaitake Ture me Waeture

- Licensing Criteria for Early Childhood Education and Care Centres 2008
- Ministry of Health, Animal Welfare Act 1999
- Local Council Regulations

Related Procedures or Processes and Documents | Pākanga Tukanga me Pukapuka

Animal Risk Assessment Tool Form

Policy Review Cycle | Kaupapa Arotake Hurihanga

This policy is to be reviewed every two years. Whānau Manaaki may amend or cancel this policy or introduce a new policy, as it considers it necessary within the current cycle of the policy. Any amendments will be considered by the policy Working Group and will need to be approved by the Senior Leadership Team and the Board. The policy will continue on the same review cycle.



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Background

Each team will develop procedures which identify how and where they will house and care for animals, how water and food will be provided and appropriate medical care including veterinary or pet shop care, how and where children will interact with and care for the animal, how potential safety risks have been discussed and or minimised, how interactions will be supervised and how hygiene practices will be adhered to.

Procedure

1. Animals must be suitably housed in an enclosure or area that is not encroaching to the children's play space and in a way that ensures appropriate ventilation, temperature, sunlight and shelter is provided for where appropriate. This could include:
 - a. Where dogs brought at pick-up and drop-off should be tied (not immediately at the gate where children are passing),
 - b. What happens if a sight impaired family member of a child has a guide dog,
 - c. What happens with visiting animals (such as pet days or farm animals).
2. Animals held for closer interactions should be returned to their housing, enclosure, or natural habitat on completion of the interaction or to a similar environment.
3. Personal pets may be brought to the kindergarten after consultation and in agreement with the whole teaching team as part of the kindergarten programme.
4. Teaching teams will determine potential risks and may develop a plan for minimising these risks using the Animal Risk Assessment Tool Form where appropriate.
5. Children and adults who handle animals practice thorough hand washing procedures afterwards.
6. Consideration should be given to the care of animals during any kindergarten closures.

