



SAMPLE LETTER TO SCHOOL COMMUNITY

Insert School Letterhead

Date:

Dear Parents/Guardians:

This letter is to inform you that there will be a service animal in our school helping one of our students. The service animal will be in our school effective (date).

Service animals are trained and recognized by an accredited training facility, and are able to assist with many of the routine activities which pose challenges for some students. The student's right to have a service animal is protected under The Human Rights Code of Manitoba.

There will be an upcoming information session for parents/guardians at the school on (date) to assist with your understanding of how the service animal will be integrated into the school. As well, a school-wide assembly will be held for all students to help them identify with the service animal and how it will fit into the daily routines of all students. They will be instructed as to the proper procedure regarding the animal and that the animal is a "working" service animal and not a pet while at school.

We anticipate the service animal being of benefit to the student's learning and we look forward to this new addition to our school and school community.

Thank you for your understanding and support. Should you have any questions or concerns, please contact me at (phone number).

Sincerely,

Principal