**Catteries**

**Please read the full DEFRA Guidance notes for all conditions required to provide boarding for cats enclosed with this information**

**Pre-inspection information**

**Veterinary Inspection**

* All **NEW** applications require a veterinary inspection from one of our appointed vets. The vet will carry out an inspection alongside one of our licensing officers and provide a written report as to the suitability of the premises and welfare conditions.

**Notes:**

* The staff to cats ratio will be around 1:25
* Any wood used must be smooth and treated and properly maintained to render it impervious
* Additional heat can be provided by a heated bed/pad but this must not be the primary heat source for the cat
* Environmental enrichment is required for each cat
* Each cat unit must include an elevated area (either in the sleeping accommodation or the run)
* Cats must have a hiding place available
* Scratching facilities must be available in each unit
* Communal exercise area are not permitted
* Spare cat carriers must be available
* Protective clothing and footwear for use with cats which may need to be isolated
* The licence holder must register with a 24 hour veterinarian
* There must be a designated key holder available in case of emergencies, details of this person need to be lodged with the Licencing authority

**Procedures/policies needed:**

* A written staff training policy (to include induction, annual appraisal, planned continued professional development, use of online courses and literature, should no staff be employed this should demonstrate the license holders own knowledge development. This must also cover cat welfare, cat handling, cat behaviour, cleanliness and hygiene, feeding and food prep, disease control, recognising and treating sick animals) **NB: Applicable only if staff are employed at the premises**
* A written record of training, knowledge and experience must be kept
* Unit doors should open inwards, any that do not require a documented procedure to demonstrate staff safety
* A cleaning and disinfecting procedure (to include isolation provisions)
* A procedure covering transportation
* A procedure covering feeding
* A procedure covering the prevention of, and control of the spread of, disease
* A procedure covering the monitoring and ensuring the health and welfare of the animals
* A procedure covering the death or escape of an animal
* A procedure covering the care of animals following suspension/revocation of the licence or during and following an emergency
* A fire risk assessment and documented fire procedure is required
* A written emergency plan
* There must be a written policy in place for dealing with extremes of temperature and weather conditions (both hot and cold).
* A written enrichment programme to be documented, to include, play, appropriate toys and feeding enrichment
* A procedure to accommodate the needs of cats under one year of age
* A record of all euthanasia is to be kept
* Documented system of recording observations for illness, injury or abnormal behaviour for each cat and any actions taken

**Consents/information required:**

* Dietary requirements must be agreed with the owner
* Consent over the use of toys/interaction preferences
* Consent for cats from the same household to share a unit
* Consent to separate cats from the same household should a problem arise
* Consent to seek a veterinary assessment and emergency treatment and to administer any medicines prescribed by a veterinarian
* Consent as to which veterinarian is to be used
* A record of anything left with the cat at the cattery (basket/bedding/toys etc)
* Suitable emergency contact information is required

**Records:**

A register must be kept of all the cats on the premises which must include—

1. the dates of each cat’s arrival and departure,
2. each cat’s name, age, sex, neuter status and a description of it or its breed,
3. each cat’s microchip number, where applicable,
4. the number of any cats from the same household,
5. a record of which cats (if any) are from the same household,
6. the name, postal address, telephone number and email address of the owner of each cat and emergency contact details,
7. in relation to each cat, the name, postal address, telephone number and email address of a local contact in an emergency,
8. the name and contact details of each cat’s normal veterinarian and details of any insurance relating to the cat,
9. details of each cat’s relevant medical and behavioural history, including details of any treatment administered against parasites and restrictions on exercise,
10. details of each cat’s diet and related requirements,
11. any required consent forms,
12. a record of the date or dates of each cat’s most recent vaccination, worming and flea treatments, and
13. details of any medical treatment each cat is receiving.

**Star ratings:**

As part of the new regulations each premises will receive a star rating following their formal inspection. In order to achieve the best star rating possible each premises will need to have covered all of the standard conditions and have all consents, policies and procedures in place.

In order to meet the highest possible rating for both the high and low risk categories in the rating matrix certain extra conditions will need to be met. The higher standards are classified in to two types: required and optional and are outlined below. Higher standards that appear in blue text are required, whereas those that appear in red text are optional. To qualify as meeting the higher standards, the business needs to achieve all of the required higher standards as well as a minimum of 50% of the optional higher

**REQUIRED HIGHER STANDARDS**

1. There must be at least one full time member of staff for every 20 cats or a higher number of qualified staff.
2. All cats must be checked at least once at an appropriate interval out of hours (between 6pm and 8am) by a person or CCTV.
3. Temperature in sleeping area must be between 18°C and 26°C.
4. The environment must have a layout and design that gives the cats choice.
5. If more than one cat shares a unit, daily behavioural observations must be recorded and acted upon. These should especially focus on any signs of stress or aggression.
6. Cat units must be 1.5 times the minimum area sizes in this guide. The calculation of the total area can include raised areas.
7. Sneeze barriers must be completely opaque rather than translucent. They will be:
* up to 600 millimetres and behind any shelves
* 300 millimetres above and to the side of any shelves
1. Each cat must have access to at least two raised areas – one of which must be in the sleeping area and one must be in the exercise area.

**OPTIONAL HIGHER STANDARDS**

1. There must be at least one member of staff that has a relevant OFQUAL regulated Level 3 qualification.
2. Ventilation must be a managed, fixed, or portable, air system to maintain appropriate temperatures in all weathers. This can be an air conditioning unit or removable fans – but these must be safely installed away from cats.
3. Behavioural observations must be recorded daily.
4. Designated on site isolation facilities must be available. They must be the same size and have the same facility requirements as a normal cattery unit.
5. A competent person must be on site at all times.

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| **Scoring****Matrix**  | **Welfare Standards** |
| **Minor Failings**(existing business that are falling to meet minimum standards) |  **Minimum Standards**(as laid down in the schedules & guidance) | **Higher Standards**(as laid down in the guidance) |
| **Risk** | **Low Risk** | **1 Star**1 yr. licence Min 1 unannounced visit within 12 month period  | **3 Star**2 yr. licence Min 1 unannounced visit within 12 month period | **5 Star**3 yr. licence Min 1 unannounced visit within 12 month period |
| **High Risk** | **1 Star**1 yr. licence Min 1 unannounced visit within 12 month period | **2 Star**1 yr. licence Min 1 unannounced visit within 12 month period | **4 Star**2 yr. licence Min 1 unannounced visit within 12 month period |