**Dog Day Care**

**Please read the full DEFRA Guidance notes for all conditions required to provide day care for dogs enclosed with this information**

**Pre-inspection information**

**Notes:**

* The premises must be at a fixed location and no dog may be kept on the premises overnight
* Staff to dog ratio must not normally exceed 1:10 (Guide)
* Each dog must have six square meters of space available to them within the premises (this can include outside space)
* There must be at least two secure physical barriers between a dog and any entrance or exit to the property
* There must be an area where any dog can avoid seeing other dogs and people if it so chooses
* There must be sufficient resting places for every dog (this does not have to be an individual area per dog)
* If crates are used, a dog must not be secured in a crate for longer than 1 hour in any 8 hour period
* No more than six dogs can be walked at any one time
* When outside the premises each dog must wear an identity tag with the licence holders details on
* The licence holder must register with a veterinarian
* Dogs must be supervised at all times
* 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 required:**

* 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 dog welfare, dog handling, dog 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
* 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 (emergency plan)
* A fire risk assessment and documented fire procedure is required
* A written emergency plan
* Documented system of recording observations for illness, injury or abnormal behavioural for each dog
* There must be a written policy in place for dealing with extremes of temperature and weather conditions (both hot and cold).
* An written enrichment programme, to include grooming, socialisation and play. All dogs must also receive appropriate toys and/or feeding enrichment
* A procedure to accommodate the needs of dogs under one year of age
* A policy for monitoring the introduction of new dogs to existing groups
* A documented screening procedure is required for each dog prior to stay
* A record of all euthanasia is to be kept

**Consents/information required:**

* Consent to the use of a crate (only if the dog is already habituated to it)
* Consent not to use toy or feed enrichment if recommended by the owner
* Consent to be walked outside of the facility
* Consent for the dog to walked off lead
* 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
* Consent to feed (if applicable)
* Consent to mix dogs under 1 year with older dogs
* Consent to be walked with other dogs
* Suitable emergency contact information is required

**Records:**

A register must be kept of all the dogs at the premises which must include—

1. the dates of each dog’s arrival and departure;
2. each dog’s name, age, sex, neuter status, microchip number and a description of it or its breed;
3. the number of any dogs from the same household;
4. a record of which dogs (if any) are from the same household;
5. the name, postal address, telephone number and email address of the owner of each dog and emergency contact details;
6. in relation to each dog, the name, postal address, telephone number and email address of a local contact in an emergency;
7. the name and contact details of the dog’s normal veterinarian and details of any insurance relating to the dog;
8. details of each dog’s relevant medical and behavioural history, including details of any treatment administered against parasites and restrictions on exercise;
9. details of the dog’s diet and related requirements:
10. consent forms;
11. a record of the date or dates of each dog’s most recent vaccination, worming and flea treatments;
12. details of any medical treatment each dog 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. **The design and layout of the facility must give the dogs a choice of areas.**
2. **There must be a clear plan setting out 2 walks per dog each day for a minimum of 20 minutes each or 2 sessions of access to a secure open area away from the kennel unit. There must be an alternative form of enrichment planned for dogs which cannot be exercised for veterinary reasons for the same periods of time.**

**OPTIONAL HIGHER STANDARDS**

1. **There must be at least one full-time member of staff per 8 dogs.**
2. **There must be a member of permanent, full-time staff with an appropriate Ofqual regulated Level 3 qualification**
3. **There must be a structured training programme for staff that specifically addresses canine behaviour in a day care environment**
4. **Ventilation must be a managed, fixed or portable, air system to maintain temperatures in all weathers. This can be an air conditioning unit or removable fans installed safely away from animals.**
5. **Dogs must receive beneficial human interactions throughout the day and these must be documented.**

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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 |