Kelly’s K9s – 25 Eastern Street, Aylesbury, Bucks, HP20 1BJ Tel: 07904 575865

**DOG BOARDING RISK ASSESSMENT**

|  |  |
| --- | --- |
| **HOUSEHOLD** |  |
| **Entrance / Exit to premises** | To use side gate – locked with padlock at all times  Additional gate to be kept closed at all times |
| **Visitors to premises** | Dog must be placed in kitchen and gate closed, prior to opening front door. To repeat process when visitor leaves |
| **Household chemicals eg cleaning products** | Stored in named cupboard |
| **Electrical wires/cables** | Secured and kept out of site |
| **Heating appliances** | Radiators only – no oil/paraffin/gas burners on premises |
|  |  |
| **DOG WELFARE** |  |
| **Dogs to live in home as family pets** | Adhere to clients directions - not kept in cages/outbuildings/runsetc |
| **Maximum number of dogs to be boarded** | Dogs from same household accepted if neutered/not in season/same sex |
| **Resident Cats/Dogs** | Not applicable |
| **Resident Children** | Not applicable |
| **Dogs registered under the `Dangerous Dogs Act 1991** | Not accepted |
| **Dog hybrids registered under the `Dangerous Wild Animal Act 1976’** | Not accepted |
| **Entire males and bitches in season** | Not boarded together |
| **Puppies under 6 months of age** | Not boarded with other dogs |
| **Space** | Consider size of premises and type of dog (s) to ensure adequate space – both living quarters and outside area  Sufficient space available to keep dogs separate if required(in case of disease/sickness) |
| **Light, Heat, Ventilation** | Dog to be boarded in comfortable conditions as per regular household usage |
|  |  |
| **CLEANLINESS** |  |
| **Kitchen /Living area** | Kept clean and free from accumulation of dirt Hovering/use of cleaning products as necessary  Cleaning products to be stored in named cupboard  Kitchen bin placed separately to prevent scavenging  Physical hazards identified and removed |
| **Excreta and soiled material** | Removed immediately and properly disposed of in agreement with Licencing Authority |
| **Bedding** | Provided by client  To be kept clean and dry – replace as necessary |
|  |  |
| **FOOD & WATER SUPPLIES** |  |
| **Food** | Food/treats provided and directed by client  Vessel provided by client – to be cleaned after each meal  Open tinned food covered and stored in leak proof container in fridge. Dry food stored in air tight containers  Food stored in named cupboard  Food prepared away from cooking area  To eat in kitchen area |
| **Water** | Vessel provided by client – to be cleaned and  water re-freshed at least twice a day Fresh drinking water made available at all times in kitchen area |
| **EXERCISE/SUPERVISION** |  |
| **Fit and proper person with relevant experience** | No previous convictions /cautions for animal welfare offences  Dog(s) will not be left unattended for more than 3 hours at a time and then not on a regular basis  Dog(s) to be exercised by Licensee only  When out walking – dog(s) to be kept on lead unless written permission from client is given  Interaction with other dogs – as directed by client  Interaction with children - as directed by client  Travelling in car – as directed by client  Vehicle is secured with dog bars and roadworthy |
| **Direct Access to Outside Area** | Outside area totally secured with walled garden and 6 ft fencing  Area to be kept clean/hazard free  Not shared with other residents – own garden  Gates secured at all times |
| **Identification** | Dog(s) to wear collar and ID tag at all times  Tag to display contact details of boarding premises |
| **Lost Dog** | Licence Authority to be informed the next working day |
|  |  |
| **ILLNESS/MEDICATION** |  |
| **Disease control/illness/injury/vaccinations/death** | Proof must be provided to ensure vaccinations are up to date – recent flea treatments discussed  Premises are kept flea/tick/parasite free – using recommended products by vet  Illness/injury – dog taken to vet as directed by client  Licensee is registered with vet that can provide 24 hours care  Client’s vet details given to boarder  Boarder’s registered vet details given to client  Client consulted at all times  Medication/treatment provided as directed by vet/client  First Aid kit available at all times – stored in named cupboard  Dog showing signs of infectious disease – isolated in quite room and taken to vet  Licencing Authority to be informed next working day  Reasonable quarantine period specified by Licencing Authority and vet before new boarders admitted  Licensee to inform Local Authority of death on premises and make arrangements for body to be stored at vets until owners return |
|  |  |
| **REGISTER** |  |
| **A register must be kept of all dogs boarded (including medication administered) and**  **made available for inspection at all times by vets/licencing authority**  **Files stored in paper based format or electronically in accordance to Data Protection Act** | Details to include:  Date of arrival/estimated date of departure  Actual date of departure  Name of dog/age/breed/description/sex  Contact details of client  Contact details of person whilst dog is boarded  Contact details of vet  Proof of vaccinations  Health, welfare, nutritional and exercise requirements |

|  |  |
| --- | --- |
| **FIRE/EMERGENCY PRECAUTIONS** |  |
| **Fire warning procedure/evacuation plan** | No smoking inside premises  Working smoke detector on premises  Electrical equipment turned off at night  Doors to rooms kept closed at night  Location of dog known at all times whilst staying on premises  Sleeping area to be carefully considered to ensure safe and swift evacuation (as directed by client)  In the event of a fire, dog put on lead, taken outside premises and emergency services called  Dog(s) taken to temporary boarding site if necessary (neighbour/family/named person by client)  Keys to premises given to neighbour in case of emergency |

|  |  |
| --- | --- |
| **FURTHER INFORMATION** |  |
| Insurance | Petplan: Public Liability / dog walking / dog boarding |
| Dog Boarding Licence | Presented on request |
| Basic Disclosure | Presented on request |
| Vet Contact Details (providing 24 hour care) Boarder | Hampden Veterinary Hospital  Anchor Lane  Aylesbury  Bucks, HP20 1AJ  01296 423 666 |
| Neighbour Contact details |  |