

 <p style="text-align: center;">Policies and Procedures</p>	Number: 16
	Name: Managing Difficult Dogs in COKC Classes
	Developed by: Training Committee
	Approved by: Executive
Amendment Date(s):	Approval Date: October 2017

Preamble:

Crocus Obedience and Kennel Club (COKC) is a volunteer-run organization. The instructors and assistants in COKC’s programs do not receive remuneration. All are volunteers. While many of COKC’s instructors have considerable experience in dog training, they do not have professional credentials in canine behaviour or training.

Identification of Dogs Who May Struggle with Class Situations:

When class applicants self-identify that their dogs are exhibiting behaviours that would not be compatible with a class situation, the Registration Clerk may refer these applicants directly to other dog professionals, or may forward the information on these dogs to the Training Committee (TC), which will review the case, and either refer the owner to other dog professionals, or seek more information from the owner.

After obtaining more information, the TC may then choose to refer the owner to other dog professionals, or allow the dog to register in COKC classes. If appropriate (e.g. if there is a question that the dog could be a problem in class), the TC will inform the instructor/assistant that the dog has been identified as possibly being a problem, so that the instructor/assistant is aware and can take appropriate action.

The instructor and assistant of the class are the next line of contact. If the instructor or assistant believes that a dog is exhibiting behaviours that are not compatible with a class situation, the dog will be asked to leave the class, as these issues interfere with group classes and prevent others from learning, and could be dangerous to other dogs, handlers, and/or instructors/assistants. Instructor will inform TC that student has been asked to leave class. COKC will offer referrals to other dog professionals to assist the owner in dealing with dogs with extreme issues. A full refund will be given if the owner leaves the class upon the request of the instructor or the TC.

If the instructor and assistant are not sure if the dog should be asked to leave the class, they should contact the TC. A member of the TC will follow up by doing an evaluation of the dog at the next class, and recommend that the dog either be referred to other professionals, or allowed to remain in class. If the dog remains in class, the instructor and assistant will do their best to provide some extra assistance to the handler/dog.

From time to time, a dog may not be identified as struggling to function in a class situation until it is in advanced COKC classes. As is the case with dogs in introductory classes, this dog will be referred to the TC, and may also be referred to other professionals or other experienced dog people to seek assistance. The TC will provide detailed documentation to the handler so the handler understands the behaviour of the dog that is problematic in class situations. After completing the protocol suggested by the behavioural professional or experienced dog people, this dog will be allowed to return to class, and

instructors/assistants, along with a TC member or experienced designate, will determine if the dog/handler team is able to continue in the class.

However, the TC may also determine the dog may remain in or return to classes, but recommend that it do so under conditions determined by the TC, which could include such provisions as it must, for safety reasons, wear a muzzle, must remain on leash at all times when on COKC grounds, may only attend certain classes, etc.

Right of Appeal:

If an individual does not agree with TC recommendations or comply with the recommended course of action, this individual may appeal to the Executive. The appeal must be in writing. The Executive will review the situation, seek more information from the TC, and from other sources if appropriate, and either uphold the decision of the TC, allow the individual and his/her dog to continue in classes, or make some other recommendation. The decision of the Executive is final.

OUTLINE OF ACTIONS RELATED TO ABOVE PROTOCOL:

1. Owner identifies dog as possible problem when registering.
 - Registration clerk suggests referral to professionals, OR
 - Registration clerk refers owner to TC

2. TC seeks more information.
 - TC refers to professionals, OR
 - TC allows dog to register in classes, and informs instructor and assistant if appropriate.

3. If owner registers dog without identifying it as a possible problem, instructors and assistants may identify dogs as struggling in a class situation (should be done as early as possible in the class.)
 - Instructor refers to professionals, notifies TC, and full refund is provided OR
 - Instructor contacts TC to further evaluate dog.
 - TC refers dog to professionals; full refund is provided, OR
 - Dog continues in class.

4. Dog is identified as a problem later in their training (while in an advanced class).
 - Dog is referred to TC.
 - TC refers dog to professionals or other experienced dog people, OR
 - TC determines that dog may continue in classes with some provisions.
 - If dog has been referred, and after completing protocol designed by professional or other experienced dog people, handler/dog team may return class and instructor/assistant/experienced designate will determine if the team is able to continue in class.
 - Handler may appeal TC decision to Executive (in writing).
 - Executive decision is final.