



# Westwood Collegiate

360 Rouge Road  
Winnipeg, Manitoba R3K 1K3  
Telephone (204) 888-7650 Fax (204) 889-0802  
<http://westwood.sjsd.net>

September 4, 2019

Dear Parents/Guardians:

We are in the process of planning for the arrival of two service dogs that will be assisting individual students.

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 students' right to have a service animal is protected under The Human Rights Code of Manitoba, and there is Divisional policy in place directing appropriate use.

Grade-level assemblies will be held in September for all students to help them understand the role of a service animal and how it will fit into the daily routines of school. 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.

Should you have any questions, concerns, or if your child has an allergy, extreme phobia, or other consideration that requires further accommodation based on his/her proximity to the service animal, please contact administration directly.

Your understanding and support is greatly appreciated.

Sincerely,

A handwritten signature in black ink that reads "K. Dueck".

K. Dueck

A handwritten signature in blue ink that reads "James".

S. James

A handwritten signature in black ink that reads "Jones".

L. Jones

**The St. James-Assiniboia School Division**  
***Great Schools for Growing and Learning***