# Animal Welfare Monitoring Form

## Victorian Schools Animal Ethics Committee

This is a **sample Monitoring Form**. Alternative formats can be developed by schools for the ongoing monitoring of the health and welfare of the animal. Monitoring forms allow ongoing records to be maintained that indicate animal health and welfare is being carefully monitored.

The Monitoring Form (either this version or alternative formats) can be adapted to the needs of your selected animal species and is required to be submitted to the VSAEC with the application form. If the project extends beyond four weeks, please make copies of the table for completion.

The completed records must be retained by the school in accordance with the [School Records Management Policy.](https://www2.education.vic.gov.au/pal/records-management/policy)

**Please use one monitoring form per animal.**  In some cases, for example, young animals or pregnancy, animals may need twice a day monitoring and recording of observations.

The Teacher/Applicant should check on animals and complete ‘observations’ daily and sign weekly to confirm records are accurate.

### PROJECT OVERVIEW:

**School Information**

SPPL Number:

School Name:

Teacher/Applicant Name:

Principal Name:

 **Project Application Details**

Title of Project:

Approval Reference Number:

Application Approval Date:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Week 1** | **Date** |  |  |  |  |  |  |  |
|  | **Time** |  |  |  |  |  |  |  |
| **Observations** |
| Activity/Movement |  |  |  |  |  |  |  |
| Alertness |  |  |  |  |  |  |  |
| Body Conditions |  |  |  |  |  |  |  |
| Coat Conditions |  |  |  |  |  |  |  |
| Eye Conditions |  |  |  |  |  |  |  |
| Defecating |  |  |  |  |  |  |  |
| Urinating |  |  |  |  |  |  |  |
| Eating |  |  |  |  |  |  |  |
| Drinking |  |  |  |  |  |  |  |

Teacher/applicant name: Signature: Date:

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| **Week 2** | **Date** |  |  |  |  |  |  |  |
|  | **Time** |  |  |  |  |  |  |  |
| **Observations** |
| Activity/Movement |  |  |  |  |  |  |  |
| Alertness |  |  |  |  |  |  |  |
| Body Conditions |  |  |  |  |  |  |  |
| Coat Conditions |  |  |  |  |  |  |  |
| Eye Conditions |  |  |  |  |  |  |  |
| Defecating |  |  |  |  |  |  |  |
| Urinating |  |  |  |  |  |  |  |
| Eating |  |  |  |  |  |  |  |
| Drinking |  |  |  |  |  |  |  |

Teacher/applicant name: Signature: Date:

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| **Week 3** | **Date** |  |  |  |  |  |  |  |
|  | **Time** |  |  |  |  |  |  |  |
| **Observations** |
| Activity/Movement |  |  |  |  |  |  |  |
| Alertness |  |  |  |  |  |  |  |
| Body Conditions |  |  |  |  |  |  |  |
| Coat Conditions |  |  |  |  |  |  |  |
| Eye Conditions |  |  |  |  |  |  |  |
| Defecating |  |  |  |  |  |  |  |
| Urinating |  |  |  |  |  |  |  |
| Eating |  |  |  |  |  |  |  |
| Drinking |  |  |  |  |  |  |  |

Teacher/applicant name: Signature: Date:

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Week 4** | **Date** |  |  |  |  |  |  |  |
|  | **Time** |  |  |  |  |  |  |  |
| **Observations** |
| Activity/Movement |  |  |  |  |  |  |  |
| Alertness |  |  |  |  |  |  |  |
| Body Conditions |  |  |  |  |  |  |  |
| Coat Conditions |  |  |  |  |  |  |  |
| Eye Conditions |  |  |  |  |  |  |  |
| Defecating |  |  |  |  |  |  |  |
| Urinating |  |  |  |  |  |  |  |
| Eating |  |  |  |  |  |  |  |
| Drinking |  |  |  |  |  |  |  |

Teacher/applicant name: Signature: Date:

**Monitoring Form Further Information:**

Please look for patterns in animal behaviour across the week and take action if issues are observed.

We recommend that normal observations are recorded as “N”, and abnormal observations are recorded as “A”, accompanied by a severity score. Severity is scored 1 to 3 – see table below.

|  |  |  |  |
| --- | --- | --- | --- |
| Severity | 1 | 2 | 3 |
| Activity/Movement | Change in activity or movement | Isolated or huddled. Inactive or hyperactive. Abnormal gait or obvious damage | Collapsed, staggering or paralysis |
| Alertness | Change in alertness | Dull or hyper alert | Unconscious |
| Body Conditions | Change in body condition | Reduced body condition or failure to grow  | Noticeable loss of body condition |
| Coat Conditions | Change in coat | Rough or unkempt coat | Severe hair loss, mutilation, infected/bleeding wounds |
| Eye Conditions | Change in eyes | Dull eyes or discharge | Matted eyelids |
| Defecating | Change in defecation | Loose faeces or none.  | Watery or blood stained faeces or no faeces (48 hours) |
| Urinating | Change in urination | Abnormal colour or volume of urine. | Incontinence or no urine (24hrs)  |
| Eating | Change in eating habits | Reduced food intake | Not eaten any food for 24-48 hours |
| Drinking | Change in drinking patterns | Reduced water intake the last 24 hours | Not drinking at all for 24 hours |

For example: An animal displaying unusual hair loss and a wound would be coded as Coat A(3). An animal with normal drinking patterns would be coded as N. An animal with discharge in their eyes where their eye lids open but their fur is matted would be coded as A(2-3).

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| *For administrative use only* |
| Document name:  | Approval date:  | Date of next review:  |
| Animal Welfare Monitoring Form | 5 July 2021 | 5 July 2023 |