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| **Homecheck Questionnaire** | **C:\Users\elaine\Pictures\Arundawn\!cid_A4B277C3-374E-488A-8B42-B332BB1304CF - Copy.jpg** |

**Notes – Please read BEFORE the homecheck takes place**

1. Please read through the homecheck form and make sure you fully understand the questions. If you have any queries, please do not hesitate to contact us for clarification or message us on Facebook. There are notes in red to provide additional information.
2. **ALL** members of the household **MUST** be present at the homecheck.
3. The applicants **MUST** be able to show you a utility bill or equivalent (if a utility bill is not available, then a GP/Hospital letter, Council Tax Statement, HMRC letter, Bank or Credit Card statement are also acceptable), Photo ID, tenancy agreement (if applicable) and all paperwork relating to resident pets.
4. Once the homecheck has taken place, please call **Elaine on 07736 049390** with a verbal summary so that she can discuss details further if necessary, rather than waiting for the forms to be returned.
5. Please return the completed report within 24 hours of the homecheck. The forms can be completed and returned in a number of ways:
	1. They can be printed off and hand written, scanned and emailed back to arundawn.applications@btconnect.com preferably ‘replying’ to the original email to keep a chain of information.
	2. They can be completed electronically and emailed back to arundawn.applications@btconnect.com preferably ‘replying’ to the original email to keep a chain of information.
	3. If you do not have a scanner then we will accept clear photographs of the homecheck pages.
	4. If you do not have a PC, printer or scanner available, an online version of the homecheck questionnaire is available and this can be completed on a phone or tablet (<https://eur01.sheltermanager.com/service?account=tp0716&method=online_form_html&formid=2>)

**On arrival, please explain the process to the applicants. In that you will ask the following questions, write up the report and return it to Arundawn. A member of the Admin Team will contact them in a couple of days to discuss the outcome. However, they are welcome to follow-up via email, Facebook or phone after 3 days.**

**PLEASE DO NOT STATE WHETHER THE HOMECHECK IS A PASS OR A FAIL, THIS DECISION IS ENTIRELY THE RESPONSIBILITY OF ARUNDAWN DOG RESCUE. SOME APPLICANTS MAY NOT BE SUITABLE FOR A PARTICULAR DOG BUT PERFECT FOR ANOTHER.**

**Section 1 – Main Applicant/s Information**

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| Full Name:Address:Post Code: |  |
| Contact Details:Landline Number:Mobile Number:Alternative Mobile Number:Email Address: |  |
| Are all the family present for this homecheck? *All members that will have responsibility for the care and development of the rescue dog* ***MUST*** *be present.* |  |
| How long has the family lived at this address? |  |
| Are there any plans to move in the near future? |  |
| Are there any planned changes to the family’s circumstances e.g. pregnancy, change in job, adopting/fostering a child, booked holidays etc.? |  |
| Please ask to see a current utility bill valid within the last 3 months. If a utility bill is not available, then a GP/Hospital letter, Council Tax Statement, HMRC letter, Bank or Credit Card statement are also acceptable.***THIS MUST BE PROVIDED; FAILURE TO DO SO RESULTS IN AN ABORTED HOMECHECK****. We CANNOT accept either a Mobile Phone or TV Licence Statements.* |  |
| Please ask to see a valid passport or driver licence of one or more of the main applicants. ***AS PREVIOUS QUESTION, THIS MUST BE PROVIDED.***  |  |
| Do they own the property? *If not, please ask to see the tenancy agreement to confirm they are allowed pets*. |  |
| Any other members of the household?  |  |
| If there are children under the age of 10, what experience do they have of dogs? |  |

**Section 2 – Family & Emergencies**

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| Any visiting children and their ages?  |  |
| If yes, how often do they visit and for how long. |  |
| Do the visiting children have any experience of dogs? |  |
| What arrangements would be made for the dog when the applicants go on holiday or away for the day?*Ask how many holidays they routinely take.* |  |
| What arrangements would be made if there was an emergency and the applicants were taken to hospital? |  |
| Do you mind disclosing if you are taking any regular medication? If yes, what is it for? |  |
| Do you have regular medical or hospital appointments? |  |
| If so, how long do these take on average and how often? |  |

**Section 3 – Other Animals**

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| Do all the family want a dog? |  |
| Have the family/prospective adopters thought carefully about WHY a rescue dog? |  |
| Who benefits from rehoming a rescue dog? The dog, the adopters or both and why? |  |
| Any other pets in the household?*Please list as much information as possible including species, breed, age, sex, neutered.* |  |
| Please ask to see the Vaccination Card & Insurance Document for any resident dogs? |  |
| Any visiting dogs they would meet often, such as other family members’ or friends’ dogs? |  |
| Who will be responsible for walking and feeding the dog? Is this a family responsibility or just one person? |  |
| What will be the daily routine for the new dog?*Ask about feeding, socialisation, play etc.* |  |
| Realistically, how much exercise do you envisage the dog will have daily?*Ask about walks/exercise for how long and how often.* |  |
| How would they control a dog in a public place? |  |
| What would they do in a tricky situation if an off-lead dog approached them? |  |

**Section 4 – Home and Garden**

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| How long would the dog be routinely left alone for work or social? |  |
| When left alone, where would the dog have access to? |  |
| Is there a room the dog/s are shut in on occasion and if so – when, where, how often and how long? How large/small is the room? |  |
| Where will the dog sleep? |  |
| Are crates/cages used and if so when, where, how often and how long? |  |
| When the applicants are home, would the dog have access to the entire house? |  |
| Does the property have a garden?*Please take some photos to show general size, condition and if any problems.* |  |
| If no garden, please discuss early/late walks to allow the dog to relieve him/herself. |  |
| Does the street door open onto a secure garden? *Consider that a dog might bolt out of the front door when opened.* |  |
| Is there a solution which could be implemented to avoid a dog bolting onto the street? |  |
| Rear garden – How high is the fencing/hedging and is it secure? |  |
| Is there a gate in the garden? Is this padlocked? Can it be opened from the outside of the property? |  |
| If the dog/dogs are left in the garden, is it private? Can anyone see the dog from the roads or footpaths/alleys? Is there shelter available? *Discuss the increasing number of dog thefts from gardens.* |  |
| Are there any neighbouring dogs? If so, what breed and temperament are they? |  |

**Section 5 – Experience**

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| What experience of dogs do they have?*If they have had dogs before, see if they show you photos, tell you stories. Entice them to talk about their previous pets and their relationship.* |  |
| Discuss the breed and traits of the dog they are interested in and/or have previously experienced.*Have they researched the breed? Do they have friends/family with this breed? What level of investigation have they made?* |  |
| If they have had dogs before, how long ago since the last dog passed? Have they come to terms with this and do they believe they are emotionally ready to take on a new dog? *Look at their body language, if you believe they are NOT 100% emotionally ready, please make this clear in the ‘Observations’ section later.* |  |
| How will a rescue dog be introduced?*Discuss the importance of keeping dogs separate whenever left alone, introducing slowly and on neutral ground. Only allowing play under supervision (at least initially). Taking extra care around feeding and toys.* |  |
| How will they deal with any possible issues with the two dogs, even two very laid back dogs will still need some direction and issues can occur |  |
| How will the adopters/fosterers ensure that the dog is given its own space and time? |  |
| Have the applicants considered the costs of keeping a dog (or additional dog)? This includes feeding, vet bills etc.? |  |
| Have the applicants considered damage to furniture, carpets etc.? |  |
| What are the applicants views on feeding and what do they intend to feed the dog?*If they currently have a dog, please ask to see what it is fed. Arundawn Dog Rescue is a strong advocate for Raw Feeding. Please refer the applicants to Arundawn to discuss diet.* |  |
| Have the applicants considered how they will deal with any behavioural issues a rescue dog might have?*For example, some dogs don’t like being disturbed when asleep or in their bed; don’t like food being taken away from them; or are possessive of toys/balls. Some chew when left alone.* |  |
| Some problems may not have presented themselves in a previous home or foster home but occur for the first time in the new home. How much effort are they prepared to put in?*Would they contact Arundawn, approach a trainer or behaviourist etc. Advise that Arundawn has access to a respected local Behaviourist.* |  |

**Section 6 – Any Other Information**

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| **Preferences.** Do the applicants have a preference to a particular dog? If not, do they have a preference on breed, sex, age? |  |
| **Health Issues.** Would the applicants consider a dog if he/she had health issues? If so, what severity would they consider e.g. Skin Problems/Heart Murmur/Deafness/Epilepsy? |  |
| **Vet.** Do they have a Vet? Can they confirm the name and address?*If not, suggest they ask friends and neighbours for recommendations. If local, feel free to recommend a Vet too.* |  |
| **Insurance.** Have the applicants thought about Pet Insurance for any unforeseen bills? If not, what provision will they make to cover any fees incurred? Have they thought about 3rd party liability costs?*Advise that all adoptions from Arundawn come with a FREE 4 Week PetPlan insurance policy..* |  |
| **Microchipping.** We require all dogs to be micro-chipped if not already done. Microchip numbers and proof of the same MUST be returned to Arundawn immediately – please note this will only occur if a dog is fostered from a pound first and then adopted without coming into Arundawn. *Discuss that we use AVID dual microchips where possible, these have the ability to register the adopters name, address and contact details AND also keep Arundawn Dog Rescue’s contact details on file as a backup.* |  |
| **Neutering.** We require all dogs to be castrated within 3 months of adoption, and all bitches to be spayed within 1 year to allow for a season and ensure the most appropriate time (mid-cycle) is chosen for the operation. Checks will be made to ensure this is carried out by an authorised representative. Puppies will be adopted with a neutering agreement in place. |  |
| **Adoption Donation Fee.** Ensure they understand the adoption donation fees.*Please make it* ***VERY*** *clear that* ***ALL*** *fees are payable in advance of adoption.****Puppies – 6 months & under - £300******Adult – 7 months to 8 years - £225******Oldies – 8 years & older - £95*** |  |
| **Other Rescues**. Are you actively looking at dogs from other Rescues? Have you arranged to meet / met any potential dogs? |  |
| **Marketing Question**. Please can you tell us how you heard about us?  |  |
| Ask any additional questions you feel appropriate.*Use the information that you have already been given by the applicants which may lead to further questions if they haven’t been asked already.* |  |
| Do the applicants have any questions?*If you feel you are unable to answer any specific Arundawn Dog Rescue questions, please refer the applicants to the rescue.* |  |

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**PLEASE DO NOT FORGET TO COMPLETE THE FINAL PAGE (SECTION 7 - OBSERVATIONS) AFTER THE HOMECHECK.**

**Homechecker Use Only**

**Section 7 – Observations – Do NOT complete until after the homecheck is finished**

**This section is your opportunity to detail your views on the home and family in strictest of confidence. The more information provided the better, please don’t be brief.**

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| Are the children well-mannered and respectful of parental control in your opinion? |
| Consider the home; is it very neat and tidy? Do the applicants appear very house proud (not necessarily a problem) or the opposite? |
| Consider the applicants; do you feel that they are united in their approach to taking on a rescue dog? Do they appear to have the necessary experience, knowledge and determination to deal with any issues that might arise or seek the advice of others? Are they emotionally ready if recently lost their pet? |
| Overall feel for the ability to care for and look after a dog and financial resources for the same |
| Description of the local area: Urban, rural, access to open country, beach, walking facilities and how local. |
| Any other information that is relevant, anything you felt wasn’t right or needs further investigation and/or your gut feel. |
| Ignore whether you actually liked the applicants, would you leave your dog with them? |
| **Name of Homechecker** |  |
| **Date of Homecheck** |  |
| **Email Address of Homechecker** |  |
| **Contact Number of Homechecker** |  |