



Guidance notes for new applicants – Breeding dogs

The 2018 regulations focus heavily on paperwork, policies, and procedures, applicants will need to provide the following documentation to meet licensing requirements.

Day to day records

- Breeding record for each breeding bitch
 - number of matings
 - age at time of mating
 - number of litters
 - dates given birth
 - number of caesareans

- Daily monitoring records
 - temperature checks
 - faeces/urination
 - food/water consumption
 - general observations

- Cleaning records
 - Vehicles, home, and garden (If applicable, kennels)

- Puppy advice sheet and contract of sale

- Flea, worming, vaccination, and microchip records

Policy and procedure documents

- Preventative Healthcare Plan (agreed and signed by vet)
 - Flea, worming and vaccinations
 - Medications – administration and storage
 - Designated vet details
 - Contagious animals and isolation
 - Escape of dog
 - Cleaning policy - pet friendly products and safe storage
 - Euthanasia or death of a dog
 - Extremes of temperature and weather conditions (both hot and cold)

- Cleaning Policy
 - pet safe products
 - Storage
 - cleaning procedures (house, vehicle, garden etc)
 - disposal of excreta/soiled bedding

- Training policy
 - staff training records (if applicable)
 - CPD record of licence holder
- Introducing any new dogs procedure
- Floor plan of house/garden (to include whelping area)
- exercise and enrichment policy
 - exercise routine
 - enrichment for dogs that cannot be walked due to health
- Isolation policy/procedure
 - prevention of, and control of the spread of disease)
- Feeding policy/procedure
 - weaning plan
 - food/diet plan for managing pregnant and lactating bitches
- Transportation procedure
- Socialisation and habituation programme for puppies
- Dealing with dogs with behavioural issues or aggression
- Plan for bitches that are not suitable and/or no longer being bred from or unsold puppies
- Noise management policy
- Fire, evacuation and emergency policy
 - Emergency contacts and key holders
 - Equipment
 - Emergency procedures
 - Breakdowns of essential services and where the dogs will be accommodated if the premises become uninhabitable, your licence is revoked, or you are unable to care of the dogs
 - Emergency drill programme/annual testing
- Risk assessment (to include children on the premises if applicable)

At inspection, the applicant will need to evidence the following:

- Health test reports (Required/optional higher standard)
- 5year parentage (Optional higher standard)
- Record for previous breeding for each bitch (prior to application)
- Confirmation of appointed behaviourist (Optional higher standard)
- DBS certificate (dated within the last 3 months)
- L2 OFQUAL qualification and/or sound evidence of knowledge and experience
- L3 OFQUAL qualification (optional higher standard)
- Public liability insurance
- Employers liability insurance (if staff employed)