



Tours & Events Animal Welfare Policy

Sanctuary Tours, Field Trips & Educational Visits:

All Sanctuary Tours & Events are guided by staff members or approved volunteers who have completed Pasado's Safe Haven's Humane Educator training. The purpose of these tours is to educate the public and our partners about the mission of Pasado's Safe Haven and the work we do to end animal cruelty.

Education & Advocacy Team:

- Public Sanctuary Tours
- Legislator & Advocacy Partner Tours
- Vegan Cooking Classes
- Large Seasonal Education Events
- Youth programs, field trips & summer camps

Development Team:

- Volunteer Groups (Compassion Days)
- Donor & Partner Tours
- Donor Events (Pasado's Circle)

Investigations & Rescue Team:

- Law Enforcement & Partner Tours

Each team listed above works closely with the Sanctuary Associate Director and the Sanctuary Team to ensure animals and guests are safe and stress-free during events at the Sanctuary. All tours and events must be managed in a manner that respects the Sanctuary as the home of the animals and does not prohibit them from going about their normal daily activities such as eating, sleeping, and socializing.

Guidelines to be followed for Sanctuary Tours & Events include, but are not limited to:

- All tours must be guided.
- A "tour guide" is defined as a Pasado's Safe Haven staff member or an approved volunteer who has completed the required Humane Educator training.
- Sanctuary tours may only visit and/or enter animal yards that have been approved by the Sanctuary Associate Director.
- Staff members who oversee tours, events, and tour guides must uphold consistent coordination with the Sanctuary Associate Director on any changes to approved animal yards.
- Animals in yards that receive visitors must have access to a quiet area if they do not wish to interact with visitors during a given tour.
- Tour guides are responsible for ensuring that guests do not enter areas with animals that do not care for guests or those listed as "Staff Only".

- Tour guides are responsible for ensuring that all guests follow the Sanctuary Etiquette Policy and educational best practices.
- Tour guides are responsible for ensuring that guests do not photograph evidence animals.
- Tour guides should carry a radio to coordinate with other staff and/or volunteers or request assistance as needed.
- Only tour guides can operate the gates. No visitors are permitted to open or close gates.
- Treats are only to be given to animals with the approval of the Sanctuary Associate Director. This includes both type of treat and portion size.
- Tours are limited to groups of 25 people, not including children under 3 years old.

Additional guidelines for Youth Programs & Field Trips:

- Additional Humane Educator training is required for all staff and volunteers who assist with youth programs.
- All school groups must complete and review the pre-visit educational checklist and lesson before visiting the sanctuary. [Field trip packet found here.](#)
- Large field trip groups may not enter animal yards. Large field trip groups are defined as groups with more than 25 students and 5 adults/teachers.
- Field trip groups are limited to 50 students and 10 adults/teachers total per field trip visit. These field trip groups are divided into at least two subgroups of no more than 25 students and 5 adults/teachers each. Each field trip group tours with a staff member or approved volunteer who has completed the required Humane Education training.
- When field trip groups cannot divide into subgroups 25 students and 5 adults/teachers or less, a group of no more than 50 students and 10 adults/teachers may travel around the sanctuary together. These groups cannot enter animal yards. Before interacting with animal yards, the group must alternate students as to not overwhelm animal fence lines.

Off-Site Events:

On occasion, animal residents are taken off-site for adoption, communications, or development purposes. The animals must be approved by the Sanctuary Associate Director in order to participate in off-site activities and must be able to travel stress-free & enjoy the attention and the company of humans.

Pasado's Safe Haven's education programs do not bring animals off-site unless the event is in partnership with the adoptions program.

Guidelines for taking animals to Off-Site Events include but are not limited to:

- Coordination with off-site event management ahead of time, including what/if other animals will be present, number of people expected, location of animal relief area, whether the event is indoors or outdoors, etc.
- All animals are to be accompanied by a member of the sanctuary/adoptions team who is familiar with the attending animal and their care.
- All animals must be transported in a safe manner for their species: appropriate crate, trailer, halter, leash, harness, ExPen, etc. with the transport vehicle set up for their comfort, including bedding and climate control.
- All animals will travel with an ample supply of food and water and be prepared for unexpected delays.
- All animals will be provided opportunities to relieve themselves in an appropriate area.
- Animals will be monitored and immediately removed as any situation causing undue stress and returned to their sanctuary home.