

# ESAW

## Code of Practise

### ESAW Objectives

To place in loving, caring homes, UK bred English Setters who, due to unfortunate or unforeseen circumstances, require rehousing and to assist where possible and / or appropriate, with welfare matters concerning English Setters.

### Rules

#### **1 General**

a) In accordance with the resolution passed at an ESA Committee meeting ESAW will be operated on its own merit and will be self- supporting through fundraising and donations with a view to eventually obtaining Charity Status

b) In accordance with the resolution passed at said committee meeting, ESAW will be overseen by up to seven Trustees four of whom will be the ESA Chairman, Secretary, Treasurer and a named co-ordinator who will be a fully paid up member of the ESA. The co-ordinator will keep records of dogs that are rescued & rehomed by ESAW together with any costs involved and present a report at the ESA AGM

c) The Treasurer will submit an annual statement of the accounts of ESAW to the ESA for information. The ESAW Committee will act as fundraiser and the Treasurer will keep a record of all funds raised for inclusion in the annual financial statement.

#### **2 Rescue & Rehousing Matters**

a) The Co-ordinator will appoint Area Representatives who will be responsible for any rescued English Setters, they can be assisted by any member of the ESA.

b) If a breeder or responsible owner wishes to take responsibility for any urgent or non- urgent rehousing, assistance may be given by the Co-ordinator regarding potential future owners from ESAW's waiting list. After the rehoming of a dog the Co-ordinator will check with the new owners that everything is satisfactory.

c) ESAW will not normally be liable to purchase rescued dogs, but every case will be considered on its own merit by the ESAW officers and the Co-ordinator.

d) When an English Setter comes in for rehoming, ESAW must contact the breeder to find out whether they want the dog back, or are happy for ESAW to rehome him/her. If it is the latter, the owner will be sent a transfer form to fill their details and the dog's details in, to be sent to the co-ordinator along with the vaccination certificate, pedigree form, registration certificate and microchip details. When a new owner is found, they will fill in and sign an adoption form, one which ESAW will keep, and a copy for the new owner together with the vaccination certificate which will have the previous owner's details removed. The pedigree and registration forms will NOT be given to the new owners. New homes for these rescued dogs may be visited for their suitability, unless vouched for by a responsible Member of the English Setter Association.

e) All new owners are required to make a donation to ESAW

f) Area Representatives, in consultation with the Co-ordinator or if the Co-ordinator is unavailable, consultation with any Officer of the Charity, may carry out urgent rehousing at their discretion. However, full details must be taken and sent to the Co-ordinator for record purposes.

g) The Co-ordinator will keep a record of all enquires and will collate and record a list of prospective owners for English Setters that are in need of rehousing.

h) The decision to put to sleep any rescued dog for any reason must be made by a qualified veterinary surgeon together with the Co-ordinator and the breeder (if known).

i) **Registration Certificate** If this is available for a rescued dog which has been rehoused by ESAW; it will be forwarded to the Co-ordinator who will file it with the records.

### **3 Welfare Matters**

a) If ESAW is requested to become responsible for a welfare matter regarding an English Setter approval must, unless in exceptional urgent circumstances, normally be obtained by the ESAW Officers and the Co-ordinator. In urgent circumstances the Co-ordinator may approve up to £100 expenses for a welfare matter, but will then inform the Officers as soon as possible of the circumstances.

b) ESAW will consider each welfare request on its own merit and the circumstances and individual needs of owners may be taken into account. Where possible appropriate approval for use of the ESAW's funds may be given, but ESAW may later seek repayment of some or all of these funds, should the circumstances warrant it.

c) With the approval of the ESAW Officers and the Co-ordinator, funds may be donated for worthwhile canine purposes which benefit the welfare of English Setters.

### **4 Expenses**

a) All necessary and reasonable expenses incurred by the Co-ordinator, the Area Representatives and their helpers will be reimbursed. For record purposes expenses claims must be accompanied by receipts and details of why the expenses were incurred

b) All cheques made out from the Scheme's bank account by the Treasurer must be countersigned by The Chairman or Secretary.