



Schools' Animal Ethics Committee

Student Application Form 2023

Application for ethical approval for investigation/project involving live animals

You must apply for approval **before** beginning your work. Applications need to be submitted at least 2 weeks before the committee date. Late applications will be deferred to the next committee meeting. Please tick which committee meeting you would like your application to be considered at:

☐ **February Committee Meeting**

Submitted by 8 Feb for meeting on 23 Feb

☐ **May Committee Meeting**

Submitted by 28 April for meeting on 15 May

☐ **June Committee Meeting**

Submitted by 9 June for meeting on 26 June

☐ **November Committee Meeting**

Submitted by 9 Nov for meeting on 24 Nov

☐ **April Committee Meeting**

Submitted by 17 March for meeting on 3 April

☐ **June Committee Meeting**

Submitted by 22 May for meeting on 6 June

☐ **August Committee Meeting**

Submitted by 4 Aug for meeting on 21 Aug

The Committee will acknowledge receipt of new applications within 2 working days. You should receive correspondence on the outcome of your application within 2 working days of the scheduled committee meeting.

Completing the application form

Please email the completed form to animalethicscommittee@nzase.org.nz

Planning your project

You must answer questions 1 - 9 or attach a copy of your project plan ensuring it includes all requested information. If needed, please write your answers on extra pages.

Please include diagrams or photographs of any caging or devices you plan to use in your project. The Committee need this information to understand and approve your project.

For information on how to look after the animals in your class project see the booklet "Caring for Animals" [Caring-for-animals-in-the-classroom](#)

Consider the 3Rs

Ethical and welfare issues surrounding any teaching activity involving animals must be considered. The principles of Replacement, Reduction and Refinement, known as the 3Rs, should guide your activity planning:

- **Replacement** – where possible animals should be replaced by, for example, models, software, or videos
- **Reduction** – use no more than the minimum number of animals necessary - reducing the number of animals, however, should not be at the expense of greater suffering of individual animals
- **Refinement** – activities must be streamlined to minimise handling, discomfort, distress or pain in animals

Additional approval may be required for certain projects

If your project involves catching, or obtaining the eggs, dead bodies or parts, of any native mammals, birds (except game birds), reptiles or amphibians, or bush and ground wetas, ground or carab beetles, Nelson cave spiders, snails, black and red coral, or spotted black groper, you need to get a permit from the Department of Conservation (www.doc.govt.nz/) and may need to consult with local iwi. A permit may also be required to remove native species from National Parks or Reserves. Please attach a copy of any permits required.

Application for Ethical Approval for Investigation/Project Involving Live Animals

Project title:	
Date application submitted to Committee:	
Student (Principal Investigator) Name:	
Year level:	

When do you intend to start/finish your project?

Note: do not start your project until you have approval. You should hear from the Committee on the outcome of your application within 2 working days of the scheduled committee meeting.

Intended start:	/ /	Intended finish:	/ /
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Home details		School details	
Name of responsible caregiver:		Name of responsible teacher:	
Postal address:		School name and postal address:	
Phone:		Phone:	
Email:		Email:	
Note: If the project occurs at school, a teacher must sign the application as they have overall responsibility for the project.		Signature of responsible teacher	

1. Does your project involve live animals?

☐ Yes (go to Q 2)

☐ No (approval not required)

A live animal is a: mammal, bird, reptile, amphibian, fish (bony or cartilaginous), octopus, squid, crab, lobster, or crayfish (including freshwater crayfish); mammalian foetus, avian or reptilian pre-hatched young that is in the last half of gestation or development; or any marsupial pouch young.

2. Provide details on the animals you plan to use:

	Response
Animal type: (e.g. cat, dog, cow, sheep, fish)	
Number of animals:	
Estimated age(s):	
Breed if known: (e.g. domestic cat, border collie, Friesian, Suffolk, goldfish)	

3. Aim – explain what you are trying to find out or what you are trying to develop.

4. Method – list the detailed steps you will use in your project. Think about what you are going to do and how you will do it.

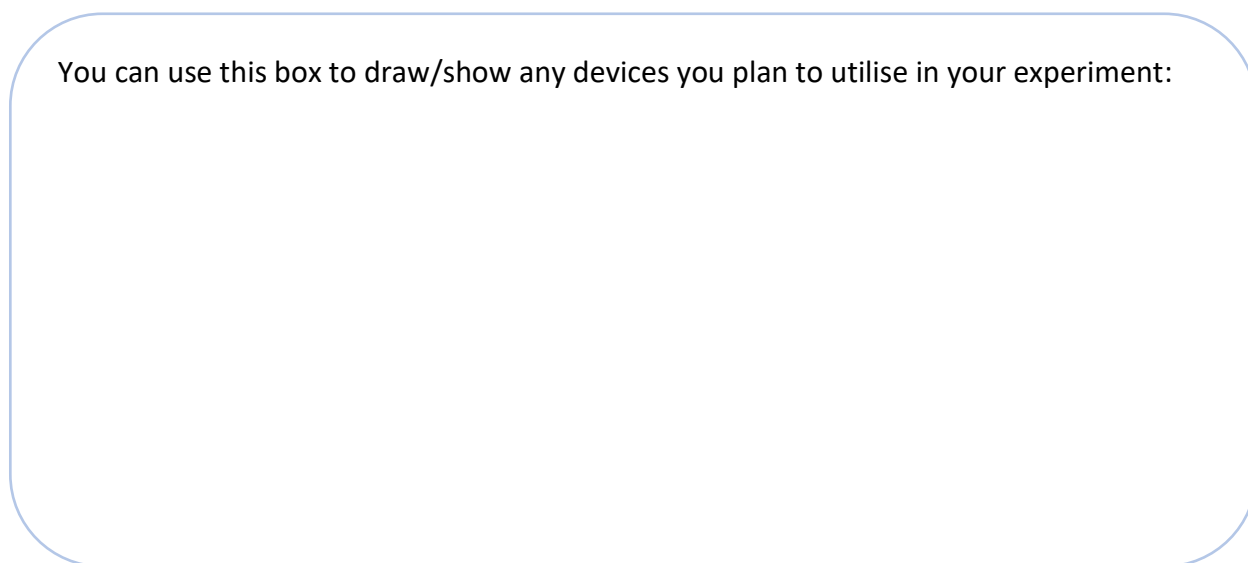
Include in your description:

- How are animals involved in your project?
- What will you do with/to the animals in your project?
- How long will the animals be used?

Method continued:

- What will you measure, observe or record to report your findings?
- Diagrams or photographs of any caging or devices you plan to use in your project.

You can use this box to draw/show any devices you plan to utilise in your experiment:



5. Where will you obtain the animals from? (please tick)

<input type="checkbox"/>	Pet from home
<input type="checkbox"/>	Animal from a farm Please give the address of the farm, if different from your own address:
<input type="checkbox"/>	Elsewhere Please provide address or location:

6. Where will you keep the animals? (please tick):

<input type="checkbox"/>	At school
<input type="checkbox"/>	At home
<input type="checkbox"/>	Elsewhere Please provide the address or location:

7. Animal husbandry – care for your animal(s)

- How will the animal(s) be contained (for example - caged, housed, in a paddock)?
Please attach diagrams/photos.

- How will you keep the animal(s) environment clean?

- How and when will you provide food and water?

- How will you provide for the animal(s) mental well-being/environmental enrichment? You may wish to consider this website that provides information on enrichment for animals: <https://kids.sPCAeducation.org.nz/responsible-pet-ownership/the-importance-of-enrichment/>

- How will you care for the animal in the weekend(s)?

- What are you planning to do if any of your animal(s) become unwell?

8. Risks to animals:

- Identify any potential risks to the health or well-being of the animal(s) as a result of the project.

You are required to talk with someone who has experience or is qualified in this area to make sure that you identify all actual and potential risks to the animal and/or to yourself. Who is the experienced or qualified person you have discussed these risks with and how will you minimise them?

Name:	
Experience or qualification(s):	
What advice or answers were you given?	<hr/> <hr/> <hr/>
Should any of these risks occur what will you do?	<hr/> <hr/> <hr/>

9. At the end of your project what will happen to the animals? (please tick)

<input type="checkbox"/>	Kept in, or returned to, their original environment.
<input type="checkbox"/>	Returned to a similar environment (please explain where):
<input type="checkbox"/>	Kept elsewhere (please explain where):
<input type="checkbox"/>	If the animals need to be killed at the end of the project, explain why this is necessary, and how and who will do this humanely?

During your project

Once your investigation has been approved, if you need to change the design or method including the type, and numbers of animals or what you do to them, and any materials, housing or foods used, you must first seek approval from the Committee.

It is important to monitor your project as it is happening and ensure that the animals are well. Evidence of this monitoring is required (more details below).

You should be mindful of the risks that you identified in question 8, and carefully watch the animals so that you can stop your project if any of these risks do happen.

After your project

After your project has been approved and completed, you need to complete a **Statistics Form** covering:

- ✓ what animals were used
- ✓ how many were used
- ✓ what happened to them after the project.

The Committee will send you this form. The information is required by the Ministry of Primary Industries.

As part of the Statistics Form you will be asked to provide evidence about how your project went. This self-monitoring evidence can include:

- ✓ A short-written description of the project, including how the animals responded
- ✓ A series of photos or a short video taken during your project
- ✓ A video recording of you explaining how your project went
- ✓ A photo of your science fair board.