

# Fenn Breeze Doggy Day Care

## Maintenance Procedure

To comply with the Animal Welfare (Licensing of Activities involving Animals) Regulations 2018, we have policies and procedures in place for maintenance. This covers procedures for reporting maintenance and actions required.

### Maintenance

Daily	Monthly	Yearly
Dog beds. Dog Bedding. Fences for breaks or damage. Chewed wood. Chewed toys.	Test smoke alarm.	Change Smoke alarm batteries. Repaint floors where required. Re-paint woodwork where required.

### Reporting and actions

- Any required maintenance should be reported on the designated maintenance forms.
- If maintenance is urgently require please report to :
- All maintenance reports should be filed in the maintenance folder.
- Any maintenance that require serious or dangerous repairs to be closed off and blocked from access.