



Head Lice Policy

RATIONALE

Head lice are transmitted by having head to head contact with someone who has head lice: this happens frequently in families, schools and childcare centers. Head lice do not transmit any infectious diseases.

Head lice management is a complex issue for schools and head lice infections can be difficult to manage. While parents/guardians have primary responsibility for the detection and treatment of head lice, the school will provide support in the management of head lice for parents/guardians and students. This policy is intended to outline the roles, responsibilities and expectations of the school community to assist with treating and controlling head lice in a consistent and coordinated manner.

BROAD GUIDELINES:

- The Public Health and Wellbeing Regulations 2009 require that while head lice do not spread disease they are included on the school exclusion table. Any students with head lice should be excluded from school until treated
- The school will ask parents to sign a permission form (Head Lice Check Consent Form – Appendix 3) allowing their child to have their head inspected by trained staff authorized by the Principal. Only students who have signed consent will be inspected. However all students may be visually checked for the presence of head lice or lice eggs, by staff delegated by the Principal.
- Head lice is treated as a confidential health issue and in a sensitive manner so that children and families are not stigmatized or teased.
- That providing parent information is vital to reducing infestations and to support families to better manage head lice.

IMPLEMENTATION:

It is the expectation of parents/guardians and families attending this school that:

- Student's hair will be checked for head lice or lice eggs on a weekly basis, at home, using the combing detection method and recommended treatment if necessary.
- Students do not attend school with untreated head lice in accordance with the *Public Health and Wellbeing Regulations 2009*.
- Parents/guardians regularly inspect all household members and treat lice and lice eggs if necessary using safe and recommended treatments.
- Parents/guardians will notify the school if their child is found to have live head lice and advise in writing when appropriate treatment was commenced in accordance with the *Public Health and Wellbeing Regulations 2009* – Appendix 1
- Parents/guardians act responsibly and respectfully when dealing with members of the school and broader community especially around issues of head lice.
- For further information please consult the websites:
<http://www.health.vic.gov.au/headlice/regulations.htm>
<http://www.health.vic.gov.au/headlice>

To support parents/guardians and the broader school community to achieve a consistent and collaborative approach to head lice management the school will:

- Distribute up to date and accurate information on the detection, treatment and control of head lice to parents and staff at the beginning of the year and more frequently if required.
- Include information about head lice management in school newsletters.
- Provide the *Head Lice Check Consent Form* to parents/guardian/carers of students enrolled at the school, to receive permission to conduct head lice checks to cover the duration of a student's schooling at the school.
- Inform parents/guardians when there is an outbreak of head lice in a particular class – Appendix 2
- Inform parents/guardians when it is suspected that their child has head lice or lice eggs. (Appendix 1) At the end of the school day, the student will be provided with a note to take home to tell their parents that they have head lice.
- Accept the written notification of parents that appropriate treatment has commenced, enabling the student to return to school
- Provide students with an understanding of the habits and life-cycle of head lice in order to minimise the incidence of stigmatisation of students and families

- Be aware of difficulties some parents may encounter and encourage them to seek extra support if required.
- Act responsibly and respectfully when dealing with members of the school and broader community around issues of head lice.
- Continue to seek opportunities to increase our collective knowledge, understanding of and response to managing head lice.

EVALUATION:

Monitor and review the effectiveness of the policy regularly and revise the policy where required or as directed by the Department of Education and Early Childhood Development policy and guidelines.

REFERENCES:

This school policy draws on information obtained from the:

- Headlice Management, Department of Education and Early Childhood Development <http://www.education.vic.gov.au/school/principals/health/pages/headlice.aspx>
- *Headlice Management Toolkit* published by the Department of Education and Early Childhood Development <http://www.education.vic.gov.au/healthwellbeing/health/headlice/default.htm>
- Treating and controlling head lice pamphlet produced by the Victorian Government of Human Services, Public Health Group <http://docs.health.vic.gov.au/docs/doc/Treating-and-controlling-headlice>
- Public Health and Wellbeing Regulations 2000 <http://www.health.vic.gov.au/headlice/regulations.htm>
- For further information please consult the websites:
<http://www.health.vic.gov.au/headlice/regulations.htm>
<http://www.health.vic.gov.au/headlice>

This Policy was approved by School Council:



Date: _____

Student : _____

Head Lice Notification – Student Form

Dear Parent/Guardian/Carer,

Head lice or lice eggs are suspected to have been detected on your child and it is very important for you to treat your child as soon as possible, using safe treatment practices. Please see the attached pamphlet, *Treating and Controlling Head Lice*, from the Department of Human Services. This pamphlet has informative guidelines regarding detecting and treating head lice and eggs. The pamphlet can be found online [http://docs.health.vic.gov.au/docs/doc/088E58959DDC091ACA2579B800202AFA/\\$FILE/headlicebam.pdf](http://docs.health.vic.gov.au/docs/doc/088E58959DDC091ACA2579B800202AFA/$FILE/headlicebam.pdf)

It is very important for you to notify Kensington Primary School by completing the form below to advise when appropriate treatment has commenced.

It is important to note, that health regulations require that where a child has head lice, that child should not return to school until the day after appropriate treatment has started. Please note that this refers only to those children who have live head lice and does not refer to head lice eggs.

If lice or eggs are found	Treat hair immediately with a commercial head lice product or by using a hair conditioner (outlined below). Head Lice treatments are available from your pharmacy. Treatment must be repeated 7 days later
Step by Step Headlice Check	
Step 1	Comb any type of hair conditioner on dry, brushed (detangled) hair. This stuns the lice and makes it difficult for them to grip the hair or run around.
Step 2	Now comb sections of the hair with a fine tooth head lice comb.
Step 3	Wipe the conditioner from the comb onto a paper towel or tissue.
Step 4	Look on the tissue and on the comb for lice and eggs
Step 5	Repeat the combing for every part of the head

Please complete the form below and provide this to the school Office on your child's return to school.

Thankyou.
Mark Ryan
Principal

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**Action Taken – Student Head Lice
Parent/Guardian/Carer Response Form**

To: Mr. Mark Ryan

CONFIDENTIAL

Student's Full Name: _____

Year Level: _____

I understand that my child should not attend school with untreated head lice.

I used the following recommended treatment for head lice or eggs for my child (insert name of treatment)

Treatment commenced on (insert date) _____ / _____ / _____

Signature of parent/carer/guardian:

Date.....



Date: _____

Grade: _____

Head Lice Notification

Dear Parent/Guardian/Carer,

It has been reported that a case of head lice has been detected in your child’s class. It is very important for parents to:

- regularly check your child’s hair every week
- treat your child’s hair as soon as possible if lice eggs or live lice are found
- we would appreciate parents report any incidents of head lice to the Office using the form below

Head lice can be managed with the cooperation of parents and the school. Head lice are not a threat to health and they do not spread other infections. As there is no guaranteed method of prevention, early detection is the best way to avoid an outbreak. It is recommended that parents check their child’s hair regularly.

It is important to note, that health regulations require, that where a child has head lice, that child should not return to school until appropriate treatment has started. Please note that this refers only to those children who have live head lice and does not refer to head lice eggs.

Head lice are found on hair itself and move to the scalp to feed. They have six legs which end in a claw and they rarely fall from the head. Louse eggs (also called nits) are laid within 1.5cm of the scalp and are firmly attached to the hair. They resemble dandruff but can’t be brushed off. For more information visit www.health.vic.gov.au/headlice

If lice or eggs are found	Treat hair immediately with a commercial head lice product or by using a hair conditioner (outlined below). Head Lice treatments are available from your pharmacy. Treatment must be repeated 7 days later
Step by Step Headlice Check	
Step 1	Comb any type of hair conditioner on dry, brushed (detangled) hair. This stuns the lice and makes it difficult for them to grip the hair or run around.
Step 2	Now comb sections of the hair with a fine tooth head lice comb.
Step 3	Wipe the conditioner from the comb onto a paper towel or tissue.
Step 4	Look on the tissue and on the comb for lice and eggs
Step 5	Repeat the combing for every part of the head

Mark Ryan
Principal

**Action Taken – Student Head Lice
Parent/Guardian/Carer Response Form**

To: The Principal, Mr. Mark Ryan

CONFIDENTIAL

Student’s Full Name: _____

Year Level: _____

I understand that my child should not attend school with untreated head lice.
I used the following recommended treatment for head lice or eggs for my child (insert name of treatment)

_____ Treatment commenced on (insert date) ____/____/____

Signature of parent/carer/guardian:

Date:



HEAD LICE Check Consent Form

Permission to cover the duration of the student’s enrolment at Kensington Primary School

Throughout your child’s schooling, the school may need to arrange head lice checks of students.

The management of head lice infection works best when parent permission is given for all students to be involved in the inspections.

The school is aware that this can be a sensitive issue and is committed to maintaining student confidentiality and avoiding stigmatisation.

The inspections of students will be conducted by a trained person approved by the principal.

Before any checks are conducted the person conducting the inspections will explain to all students what is being done and why and it will be emphasised to students that the presence of head lice in their hair does not mean that their hair is less clean or well-kept than anyone else’s. It will also be pointed out that head lice can be itchy and annoying and if you know you have got them, you can do something about it.

The person conducting the inspections will check through the student’s hair to see if any lice or lice eggs are present.

Persons authorised by the school Principal may also visually check your child’s hair for the presence of head lice or eggs, when it is suspected that head lice may be present. They do not physically touch the child’s head during a visual check.

In cases where head lice are found, the person inspecting the student will inform the student’s teacher and the Principal. The school will contact the parents/guardians/carers.

Please note that health regulations requires that where a child has head lice, that child should not return to school until appropriate treatment has commenced. Parents will be required to complete an *Action Taken Form*, which requires parents/guardians/carers to inform the school in writing when the treatment was started.

Name of child attending the school:.....

Parent’s/guardian’s/carer’s full name:

Parent’s/guardian’s/carer’s full name:

I hereby give my consent for the above named child to participate in head lice checks at school for the duration of their schooling at this school.

Signature of parent/guardian/carer: **Date**.....

Signature of parent/guardian/carer: **Date**.....

Please inform the school if guardianship/custody changes for your child, as this form will need to be re-signed to reflect these changes. Please also inform the school in writing if you no longer wish to provide consent for the school to undertake head lice inspections for your child.