## Head Lice Policy

Adopted by School Council 15/9/2015

Rationale:

While parents/guardians have primary responsibility for the detection and treatment of head lice, schools also have a role in the management of head lice infections and in providing support for parents/guardians and students.

Head lice are a common problem in the community and it is acknowledged that most schools will have some students with head lice at any given time.

Aims**:**

There are three aims:

* To provide the school with detection and management processes for head lice.
* To provide parents with information and support about head lice and their treatment.
* To reduce and minimise the exposure of students at school to head lice infections.

Implementation:

This policy will be effected in the following ways:

* The school commits to distribute up-to-date information on the detection, treatment and control of head lice to parents/guardians and staff at the beginning of every year and more frequently if required. It is recommended for parents that:
	+ regularly (preferably once per week) inspect their child/ren’s hair for lice or lice eggs (using conditioner and a head lice comb is the most effective method)
	+ regularly inspect all household members followed by treatment if head lice are detected
	+ upon detection of head lice, notify the school and advise when treatment has commenced.
* The Junior school teacher will be the nominated head lice resource/support person who parents/guardians can contact at the school.
* The head lice resource/support and other school personnel nominated by the principal will receive training in detection and management of head lice at the school level.
* Parents/guardians are to refrain from sending their children to school with untreated head lice. (It should be noted that students may be treated one evening and return to school the next day and that the presence of eggs in the hair is not cause for exclusion. Parents/guardians need to be aware that one treatment is not sufficient to manage the problem. If a student re-attends school with live head lice the school may again exclude the student until the live insects have been removed.)
* The school will maintain a provision of head lice combs and treatment conditioner to be made available for parents as needed/requested.
* The school will seek from all parents on enrolment permission for the head lice resource/support person or other nominee of the principal to conduct head lice inspections (Appendix A)
* A pro forma letter of notification will be provided to parents/guardians (Appendix B) of those students found to have head lice, which includes a detachable slip at the bottom, asking parents/guardians to indicate the treatment used and when it commenced.
* The school will make provision of classroom activities to give students an understanding of the habits and life-cycle of head lice in order to minimise the incidence of stigmatisation of particular students and families

 Appendices: Appendix A: *Permission to conduct head lice inspections*

 Appendix B: *Head Lice notification*

 Appendix C: *Treating and Controlling Head Lice*

 Links: [http:/www.health.vic.gov.au/headlice/](http://www.health.vic.gov.au/headlice/)

 References: There are no references associated with this policy.

 Budget: Provision will be made in the budget for the maintenance of a supply of conditioner and combs.

 Evaluation: This policy will be reviewed as part of the school’s policy review cycle, or more often if necessary, due to changes in regulations or circumstances.

**APPENDIX A: *CONSENT FORM TO CONDUCT HEAD LICE INSPECTIONS***

**Permission to cover the duration of the student’s schooling at**

**Tarnagulla Primary School**

Throughout your child’s schooling, the school will be arranging head lice inspections of students.

The management of head lice infection works best when all children are involved in our screening program.

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 and school council.

Before any inspections 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 each student’s hair to see if any lice or eggs are present.

Person’s authorised by the school principal may also visually check your child’s hair for the presence of head lice, 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 make appropriate contact with 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. The school may request the completion of an ‘action taken form’, which requires parents/guardians/carers to nominate if and when the treatment has started.

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

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

Address:……………………………………………….. Post code:…………………

Name of child attending the school:…………………………………………………

I hereby give my consent for the above named child to participate in the school’s head lice inspection program 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.*

**APPENDIX B: *HEAD LICE NOTIFICATION***

**Tarnagulla Primary School**

Dear Parent/Guardian/Carer,

Head lice or 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.

It is very important for you to notify the school and 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.

Please complete the below form and provide this to the school principal), on the return of your child to school.

**…………………...………….………………………………………………………………………**![MCj02344460000[1]]()

**Action Taken – Student Head Lice**

**Parent/Guardian/Carer Response Form**

To: Principal Tarnagulla Primary School – (**CONFIDENTIAL**)

Student’s 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: *Conditioner and Head Lice comb*.

Treatment commenced on (insert date) \_\_\_/ \_\_\_/\_\_\_

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

**APPENDIX C: *HEAD LICE PAMPHLET – DEPARTMENT OF HEALTH***



