

Head Lice Policy



Help for non-English speakers

If you need help to understand the information in this policy please contact Leopold Primary School.

PURPOSE

To prevent and control the spread of head lice (pediculosis) with quick and consistent response to reports of head lice whilst ensuring that parents and guardians are well informed about head lice and their effective treatment.

SCOPE

To provide guidelines and processes to effectively manage and minimise head lice outbreaks within the school and to collaborate with parents and the broader school community to implement practices and procedures.

To ensure student confidentiality whilst maintaining a sympathetic attitude and avoiding stigmatising or blaming families who are finding it hard to control head lice.

DEFINITIONS

Head lice (pediculosis) are tiny insects that live on the human scalp where they feed and breed. While they do not carry or transmit disease, they are a cause of head itch and scratching, which may lead to infection and swollen lymph glands and therefore, they need to be controlled.

POLICY

- Anyone can catch head lice. Head lice cannot fly, hop or jump. They spread from person to person by head to head contact, and may also be spread by the sharing of personal items such as combs, brushes and hats.
- While it is parents who have the primary responsibility for the detection and treatment of head lice on their children, the school will assist by offering up-to-date information, by offering a screening process, and by alerting parents of lice when detected.
- The school principal authorises classroom teachers and student support staff to carry out visual checks of students' heads for head lice (observations without touching of the student's head or hair). The principal will also identify specific staff members to carry out head lice inspections (physical examinations) of students' head and hair for the presence of head lice.
- The school will ask parents to sign a permission form allowing their children to be inspected by our specific staff members for the presence of head lice. Only children whose parents have signed the permission section on the enrolment form will be inspected, however, all students may still be visually checked.
- A confidential report indicating to parents the results of the inspection (see Appendix A: Alert Notice Form) will be issued to students having eggs and lice as well as advice on the latest information regarding head lice. Parents of students without head lice or eggs will receive notification of a head check occurring in the grade to support communication within the school community. (see Appendix B: Action Taken Form) The principal will

ensure that the parents of any child found to have live lice are informed that their child is to be excluded from school until appropriate treatment has commenced. Such children will not be sent home during the school day, but will be dismissed as usual. Lice eggs are not grounds for exclusion.

- The principal will also provide parents of children found to have live lice with information about head lice treatment and prevention.
- Upon their return to school, parents of excluded children are to present the signed declaration indicating that appropriate treatment has commenced. All excluded children to undergo another inspection from our trained head lice inspectors upon recommencement of school.
- The principal will ensure that information relating to the prevention and eradication of head lice is available at the school.

REVIEW CYCLE:

This policy will be reviewed as part of the school's three-year review cycle.

Signed: 
School Council President – Ramonna Browne

Signed 
School Council Executive Officer (Principal) – Stuart Bott

This policy was updated by School Council on:	21/11/2023
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This policy is scheduled for review by School Council in:	November 2026
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Leopold Primary School



PO Box 42, 1 Kensington Road, Leopold Vic 3224 Phone: (03) 5250 1233 Email: leopold.ps@edumail.vic.gov.au Web: www.leopold.vic.edu.au

They're Back

Dear Parents/Guardians/Carers,

It has come to my attention that some students in the school may have head lice and I seek your cooperation in checking your child's hair this week **21/08/23 to 25/08/23**.

Head lice do not transmit infectious diseases – they are transmitted by having head to head contact with someone who has head lice. You may be reassured to know that head lice are commonly found in places other than at Leopold Primary School. Head lice are common in school-aged children and are the most adaptable of creatures. They have survived living solely on humans for 10,000 years!!!!

What can you do?

I seek your cooperation in checking your child's hair and in those instances where head lice or eggs are found, treating your child's hair. Please visit www.betterhealth.vic.gov.au and search for "head lice (nits)" for advice on finding, treating and preventing head lice.

This pamphlet [Treating and Controlling Head lice](#) also has informative guidelines regarding detecting and treating head lice and eggs.

If head lice or eggs are found on your child's hair you need to inform:

- the school and advise when the treatment has started, via the attached *Action Taken Form*.
- parents or carers of your child's friends so they too have the opportunity to detect and treat their children if necessary.

When can my child return to school?

Health regulations requires that where a child has head lice, that child should not return to school until the day after appropriate treatment has started. Please note, this refers only to those children who have live head lice and does not refer to head lice eggs. More information about exclusion requirements can be found by searching for "school exclusion table" at www.health.vic.gov.au.

Leopold Primary School is aware that head lice can be a sensitive issue and is committed to maintaining your confidentiality.

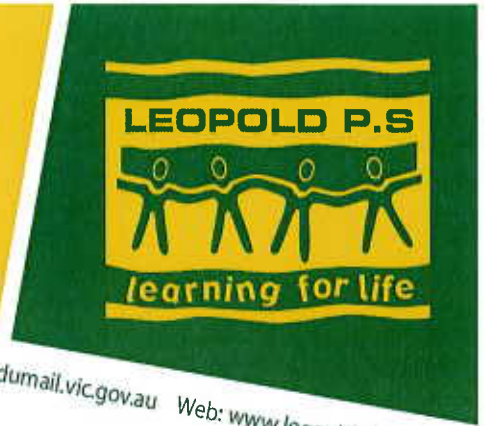
Kind regards

Administration

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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 visit www.betterhealth.vic.gov.au and search for "head lice (nits)" for advice on finding, treating and preventing head lice.

It is very important for you to notify the school office 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. More information about exclusion requirements can be found by searching for "school exclusion table" at www.health.vic.gov.au.

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

Stuart Bott
Principal



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

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.....