Jells Park Primary School
Head Lice Policy

Purpose
Head lice infestations occur for some students at irregular intervals throughout the school year. Parents have the primary responsibility for the detection and treatment of head lice. The management of head lice infestations and the provision of support for parents, students and teachers is an important role for the school.

Guidelines
- To provide information to the school community about head lice, their lifecycle and preferred habitat and the current effective methods to control and eliminate infestations.
- To manage individual infestations by adhering to clearly stated and uniform procedures.
- To minimise school community anxiety by acknowledging that head lice is present in most schools and that some students will have head lice at any given time.

Implementation
- Information on the detection, treatment and control of head lice will be distributed to all school families and staff via a take-home notice and also a School Newsletter article at the beginning of each school year and as required during the year.
- Information is also available from website www.dhs.vic.gov.au/phd/headlice/index.htm
- The website will be published in the School Newsletter.

The following parent advice will be included in the annual notice:
- Regular, preferably once per week, inspection of hair for head lice or lice eggs should be carried out. An application of hair conditioner on dry hair and a head lice comb is a most effective method of louse egg removal.
- Regular inspection of all household members, followed by treatment if head lice are detected, should occur.
- Should head lice be detected, notify the School Office and advise when treatment was commenced.

- The School Office and individual classroom teachers will liaise with the First Aid Coordinator in all matters related to head lice. The First Aid Coordinator will be responsible for the organisation of any school head lice inspections by local government health personnel.
- Parents will be provided with comprehensive advice about the use of safe treatment practices which do not place student’s health at risk and suggestions where treatment provisions may be readily obtained.
- Students with untreated head lice will be excluded from school as soon as the infestation is noticed. Students may attend school as soon as an infestation has been treated using a current recommended procedure. The presence of eggs in the hair is not cause for exclusion if the hair has been treated. If a student re-
attends school after treatment with live lice the student will again be excluded until the live insects have been removed.

- **A pro-forma will be distributed to all student families when they start at the school.** Following any head lice inspections, a letter will be given to all students involved in the inspection to inform parents of the result of the inspection.
- Any student found to have head lice would have on the detachable return slip at the bottom of their letter, a request to the parent to indicate the treatment used and when it commenced prior to the child’s return to school.
- Families who have not given written permission for children to have head lice inspections will also be given a letter stating that an inspection has occurred in the class and a request to the parent to check their child’s hair.
- All letters will be stapled/sealed for confidentiality. No comment will be made to an individual student regarding the results of any head lice inspection.
- When an incidence of head lice has been reported by a parent to the school, the First Aid Coordinator will distribute a note to all students in the area level informing parents that a case has occurred and requesting them to check their child’s hair. Information about where parents may get further advice and information is also provided in the note.
- Successful implementation of the head lice policy will be measured by:
  - Percentage of head lice inspection permission pro-formas received annually.
  - Consistent notification by parents of individual head lice infestations.
  - Attendance by local government health personnel to requests for head lice inspections from the school’s First Aid Coordinator.

**Evaluation**

This policy will be reviewed as part the schools four-yearly cycle of policy review, or sooner if required.