 TYABB PRIMARY SCHOOL	Policy Name:	Head Lice	Date of approval:	2018
	Responsible:	First Aid Office	Review date	2021

1. **Rationale:**


Head lice (pediculosis) are tiny insects that live on the human scalp where they feed and breed. Probably between 2-3% of primary school children are infested at any one time. While they do not carry or transmit disease, they are the most common cause of head itch and scratching which may lead to infection and swollen lymph glands; therefore, they need to be eradicated.

2. **Aims:**

- 2.1 To respond to reports of head lice quickly and effectively.
- 2.2 To ensure that an effective process for treating head lice is well known and consistently followed.
- 2.3 To ensure that parents and guardians are well informed about head lice treatment.

3. **Implementation:**

- 3.1 Anyone can catch head lice. Head lice cannot fly, hop or jump. They spread from person to person by head to head contact, and by the sharing of personal items such as combs, brushes and head gear such as hats.
- 3.2 Parents have the primary responsibility for the detection and treatment of headlice. Parents will be encouraged to check their child's hair on a regular basis and must notify the school if their child has been affected and when treatment has commenced. Parents should not send their children to school with untreated head lice.
- 3.3 Once notified the school will send a note home (Form 2) informing all parents within this class that headlice has been detected and that they should inspect, monitor and treat their child's hair.
- 3.4 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 and by alerting parents of lice when detected.
- 3.5 The School Principal will ensure that all teachers and aides are provided with professional development regarding head lice. Teachers and aides will then be authorised to carry out visual checks of students heads for head lice. Checks for head lice can be visual without physical contact. These checks do not require parent/guardian consent and are only made by people authorised by the principal, e.g. classroom teachers and aides.
- 3.6 The Principal will nominate trained staff members to carry out head lice inspections (physical examinations) of students head and hair for the presence of head lice. These inspections will only take place when there have been repeated cases (more than 2 per term) of headlice within the same class and where parent notification has not lead to its eradication.
- 3.7 The school will organise to have volunteer staff members trained by the Department of Human Services or the local council in the detection of head lice.
- 3.8 Once headlice has been detected either through a visual or physical inspection the school will alert parents/guardians of an infestation, particularly the parents of other students in the same class as the affected child/children.

	Policy Name:	Head Lice	Date of approval:	2018
	Responsible:	First Aid Office	Review date	2021

- 3.9 The school will ask parents to sign a permission form allowing their children to be inspected by a trained staff member for the presence of head lice. Only children whose parents have returned the permission form (which forms part of the enrolment form and covers the duration of their schooling – refer to Form 1) will be inspected, however, all students may be visually checked.
- 3.10 After a class has had a head check, parents will be provided with a confidential report indicating the results of the screening (see Form 3 below), as well as advice on the latest information regarding head lice and their treatment and prevention.
- 3.11 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 attending school until appropriate treatment has commenced. Exclusion only refers to those children who have live head lice and does not refer to head lice eggs.
- 3.12 It is our school’s policy that when live eggs are detected parents will be contacted to collect their child and commence immediate treatment.
- 3.13 If the school is unable to reach a parent or parents are not available to collect their child, this child will be discretely monitored and a note will be sent home at the conclusion of the day.
- 3.14 The Principal will ensure that information relating to the prevention and eradication of headlice appears throughout the year in the school newsletter, particularly at times of heavy outbreaks.
- 3.15 Teachers will provide classroom activities/discussions that give students an understanding of the habits and life-cycle of head lice in order to remove any stigma or ‘bullying’ associated with the issue.
- 3.16 The discovery of head lice can be a sensitive issue. Our school will exercise sensitivity towards this issue and will avoid any student distress by maintaining student confidentiality.


Evaluation:

The Headlice Policy will be reviewed as part of the school’s review cycle or as directed by the Department of Education and Early Childhood Development.

References:

School’s Policy and Advisory Guide

www.education.vic.gov.au/school/principals/health/Pages/headlice.aspx

	Policy Name:	Head Lice	Date of approval:	2018
	Responsible:	First Aid Office	Review date	2021

Form 1

CONSENT FORM TO CONDUCT HEAD LICE INSPECTIONS

Permission to cover the duration of the student’s schooling at Tyabb Primary School

Head lice (pediculosis) are tiny insects that live on the human scalp where they feed and breed. Anyone can catch head lice and often 2-3% of primary school children are infested at any one time. Head lice cannot fly, hop or jump. They spread from person to person by head to head contact, and by the sharing of personal items such as combs, brushes and head gear such as hats. While they do not carry or transmit disease, they are the most common cause of head itch and scratching which may lead to infection and swollen lymph glands; therefore, they need to be eradicated.

Throughout your child’s schooling, there may be times when we need to conduct a headlice inspection. These inspections can be visual (not requiring parent consent) or physical which involves checking through a child’s hair. Physical inspections require parent consent and will only occur when there have been several reported cases of headlice and parent notification has not stopped its spread. These inspections will be conducted by a trained person approved by the Principal and School Council.

The school is aware that this can be a sensitive issue and is committed to maintaining student confidentiality and avoiding student distress. Before any inspections are conducted the person conducting the inspections will explain to all students what is being done and why, emphasising to students that the presence of head lice does not mean that their hair is less clean or well kept than anyone else’s and that this is very common. It will also be pointed out that head lice can be itchy and annoying and that it can be easily treated.

The person conducting the inspection will check through each student’s hair to see if any lice or eggs are present. When an inspection has occurred all parents will be notified of the results and if headlice has been detected parents will be provided with information on the appropriate treatment.

Please note that health regulations requires that where a child has live head lice, that child should not return to school until appropriate treatment has commenced.

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


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

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

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: 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.

	Policy Name:	Head Lice	Date of approval:	2018
	Responsible:	First Aid Office	Review date	2021

HEAD LICE NOTIFICATION – Form 2

Dear Parents,

We have been notified of Head Lice in the Grade area. We ask that you please check your children’s hair very carefully and if eggs or lice are detected then treatment is necessary before sending the child back to school.

All eggs must be removed manually so that they do not hatch. It has been recommended by the Mornington Peninsula Shire that after treatment, the use of a cheap conditioner combed through dry hair for 10 days will remove any remaining eggs which, if left, will go on to hatch and start the cycle again. The shell of the egg is becoming resistant to some of the solutions and the eggs, even after treatment, can still go on to hatch. As Head Lice are highly contagious it is suggested that all members of the family are checked at this time. Please notify the school of the situation. We have an excellent brochure at the school office if you need more information.

It is also important that children are reminded not to share hats, brushes, combs, scarves etc and that long hair be tied back to avoid infestation.

We ask for your co-operation in this matter so that we do not have a major outbreak throughout the school.

HEAD LICE CHECK REPORT SHEET – Form 3

Due to several recent cases of head lice in your child’s class we have conducted a head lice inspection. Your child was checked today by our trained staff at school for the presence of head lice.

The results of the check are:

- No lice or eggs detected.
- Eggs were found.
- Live lice were found.

Therefore the following action is required:-

- No action required.
- Child’s hair must be treated with a method that has killed or removed live lice before the child is returned to school.



Policy Name:	Head Lice	Date of approval:	2018
Responsible:	First Aid Office	Review date	2021