

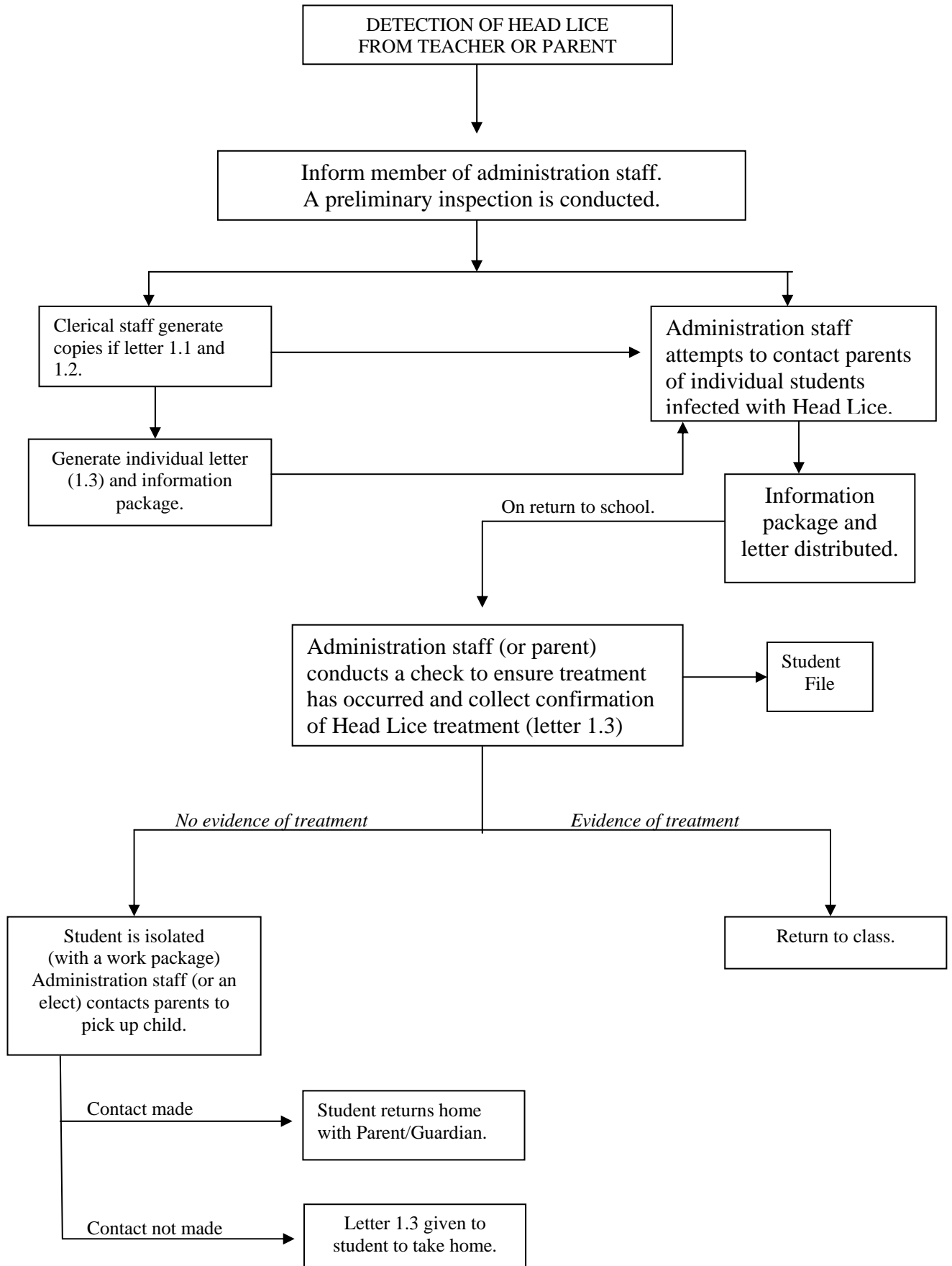


Purpose: To manage the issue of head lice in a positive way through the adoption of current best practice so as to minimise interruption to the learning program.

Guidelines (see procedural guidelines attached for summary)

- At the beginning of each term Letter 1.1 is to be circulated in Wongarette to all parents as a general reminder that the responsibility lies with the parents. A copy to be included in Parent Information package. Office staff to be aware of this.
- If the teacher detects or parent reports an incident of head lice, a member of the administration staff needs to be informed who will organise the distribution of letter 1.2 to all class members.
- At the discretion of the Principal or Deputy Principal, an inspection of the children's heads in that class may take place, observing all hygiene principles. These students will be provided with letter 1.3 and an information package provided by the Department of Health. Every effort will be made to inform parents by telephone.
- The parents of children who are found to have headlice will be notified immediately with a preference for the child to be collected ASAP, treated and returned to school. If parents are unable to be contacted, the child will have restricted interactions with peers and a note sent home at the end of the day from when the head lice were identified. Children may return to school when effective treatment has been carried out. Effective treatment may be ascertained by:
 - a) Parents forwarding the Confirmation of Head Lice Treatment attached to letter 1.3.
 - b) If necessary – carry out of a follow up inspection on the day of return
- Parents will be informed of current treatment advice supplied by the Health Department.

HEAD LICE – PROCEDURAL GUIDELINE



Form 1.1

Date: _____

Dear Parent/Guardian

A Head louse are a public health issue and is an ongoing one. Prevention or early detection is obviously the most desired outcome and the responsibility resides with parents to ensure that the child's hair is checked regularly.

It is recommended that parents check their children's hair once a week. It is a good idea to do this on a Friday, as the child can be treated on the weekend if required. This saves loss of school time.

Only family members found to have Head lice should be treated, however all family members and contacts need to be checked daily for two weeks.

Once hair has been treated, all eggs must be removed. Because of the life cycle of the eggs, the hair must be checked each day for up to three weeks and further treatment if required.

To assist in prevention—regular vigorous brushing will help to break the life cycle of the head louse.

Your co-operation in this matter is appreciated.

Yours sincerely

Principal

Form 1.2

Date: _____

Dear Parent/Guardian,

An incidence of HEAD LICE has been detected in your child's class.

We ask all parents to please inspect their child/family members hair tonight, then daily for one week and commence treatment if necessary. Should Head Lice be detected, children can be excluded from school, as outlined in the Department of Education and Training Head Lice policy, until appropriate treatment has been undertaken.

Thank you for your co-operation in this matter.

Yours sincerely,

Principal

Form 1.3

Date: _____

Dear Parent/Guardian,

Notification of Head Lice

_____ was found to have head lice today.

For your child's return to school you are required to treat him/her tonight and check daily for up to 3 weeks. Other household member should also be checked.

Some information is enclosed. Your child may return to school following effective treatment. Please sign the slip below and present it to the classroom teacher on your child's return to school. **Children will be excluded until this confirmation advice has been received.**

If your child has received recent treatments please note date of treatment below. Please be reminded that if some eggs remain in the hair, they will need to be removed. A follow up treatment may also be necessary.

Thanking you in anticipation of your co-operation in addressing this public health issue.

Yours sincerely,

Deputy Principal

Confirmation of Head lice Treatment

My child _____ has been treated for head lice consistent with the advice provided by the Department of Health WA.

Or

If your child has received recent treatments please note date : _____

Signed: _____

Date: _____