



## The School's responsibilities are:

- To develop, implement and maintain a head lice management policy.
- To ensure that parents and staff are aware of the School's Head Lice Management Policy and that parents are provided with a copy of the Department of Health's Head Lice Fact Sheet and/or are given the link to the department website, [www.public.health.wa.gov.au](http://www.public.health.wa.gov.au), when necessary or on request.

## The parents' responsibilities are:

- To learn about head lice infestation and its management.
- To regularly check their child's hair for infestation.
- To treat their child's hair immediately if there are head lice present.
- To inform the School and other close contacts if their child has a head lice infestation and to confirm that treatment has commenced.
- To be aware of and follow the School's Head Lice Management Policy.

Under the School Education Act 1999, a principal may exclude a child with head lice from school until treatment has commenced. The Department of Health recommends exclusion at the end of the school day. The child may return to school when all live lice have been removed. A few remaining eggs are not a reason for continued exclusion. However, the parent must continue treatment until all eggs and hatchlings have been removed, usually over the following 10 days.

- For the **Preparatory School** students, the class teacher should collect a '**Head Lice Alert and Synchronised Hair Check**' form and a '**Head Lice Fact Sheet**' from Reception and give a copy to each class member. The class teacher will collect the completed forms on the following Monday. If a parent refuses to carry out treatment or requires more information, the Health Centre staff should be advised. A reminder letter will be sent to those parents who have not responded, to be returned by Wednesday at the latest. Further non-compliance should be reported to the Health Centre staff. Completed forms should be filed in the class for the remainder of the school year.
- For **Senior School** students, parents are to be informed by the staff member who has a belief that the student has head lice.
- For **boarding** students, refer to the **Head Lice Guidelines** in the **Boarding Handbook**.

Document title: <b>Head lice management policy</b>	CRICOS: 00433G	<b>Page 1 of 3</b>
Custodian of document: <b>Nurse Manager</b>	Date last updated: <b>October 22, 2018</b>	



Dear parents and guardians

Head lice have been reported in your son's classroom and we ask that you check your son's hair today, commence treatment if necessary, and then participate in a synchronised head lice check.

A synchronised weekend head lice check is planned for the coming weekend.

We are asking **ALL PARENTS OF THIS CLASS** to undertake a head lice check of their child's hair, using conditioner and a metal 'nit' comb. This screening method is recommended by the Department of Health.

We are asking all parents to prepare for the weekend by purchasing some inexpensive hair conditioner and a metal 'nit' comb.

Regular, co-ordinated, weekend head lice checks are part of the School's Head Lice Management Policy. Checking every student's hair **at the same time** ensures that head lice infestation is identified early and treated promptly. This helps to prevent head lice from becoming an unnecessary and frustrating problem for parents and the school community.

Additional information can be obtained from [http://www.healthywa.wa.gov.au/Healthy-WA/Articles/F\\_I/Head-lice](http://www.healthywa.wa.gov.au/Healthy-WA/Articles/F_I/Head-lice).

Please complete and sign the slip below and return it to your son's teacher on Monday.

We thank you for your co-operation.

Yours sincerely

**Joanna Simpson**  
Clinical Nurse Manager

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### Synchronised Head Lice Check return slip

Student's Name: \_\_\_\_\_

**YES**, I have checked my child's hair using hair conditioner according to the Department of Health instructions.

- I found no head lice or eggs
- I found some head lice and will continue to treat using the 10-day hair conditioner treatment
- I found some head lice and would like further advice on how to treat them

**NO**, I have not checked my child's hair because: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

- I am having difficulty with the hair check and I would like further advice or assistance.

Please contact me at this number: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return to class teacher on Monday**



Dear parents and guardians

Head lice were identified in your son's class recently and as required by the School's policy, a synchronised head lice check was organised. All parents were requested to check their son's hair and return the cut-off slip at the bottom of the letter when the check was completed.

As yet, we have not received notification of your compliance with this request and we would appreciate your prompt attention to this important matter.

Christ Church Grammar School has a formal, detailed Head Lice Management Policy. The Policy, found on the school website, clearly outlines school and parent responsibilities in managing this frustrating problem. All parents and staff are asked to be familiar with this policy and comply with it.

For some families, head lice are a distressing and ongoing problem. At Christ Church it is our aim to minimise this frustration and to do so requires a whole school approach.

With help from all families we hope to make head lice a rare occurrence, rather than a frequent pest.

Yours sincerely

**Joanna Simpson**  
Clinical Nurse Manager

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### Synchronised Head Lice Check return slip

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**NO**, I have not checked my child's hair because: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

- I am having difficulty with the hair check and I would like further advice or assistance.

Please contact me at this number: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return to class teacher ASAP**