

# Head Lice Policy

## **The Hazard - Head Lice**

Head lice are tiny insect parasites that live on the human head and feed on the scalp several times a day. They are not dangerous, don't carry diseases and are not a sign of poor hygiene.

Head lice outbreaks are a common problem in schools. Parents/carers are primarily responsible for detecting and treating head lice but the school also has a role in the management of head lice outbreaks by providing information and support for parents and students.

## **St Catherine's Policy**

St Catherine's recognises the need for a consistent and supportive approach for managing head lice outbreaks.

It is our policy that:

- when head lice are suspected in the school, students are provided with an alert notice to take home to their families requesting immediate treatment;
- students identified with head lice at St Catherine's are not removed from class or excluded from the school;
- a copy of the Head Lice Fact Sheet is made available to parents/carers;
- we maintain a procedure for managing head lice outbreaks and inform the school community promptly; and
- student confidentiality is maintained at all times.

## **St Catherine's Procedure for Managing Head Lice Outbreaks**

When a member of staff suspects a student is infested with head lice, they are responsible for informing the respective Line Manager of the suspected outbreak.

The respective Line Manager is responsible for formulating a response strategy designed to contain the outbreak whilst minimising disruption to families of students affected.

Response strategies may include:

- providing the affected student and entire class with the Head Lice Alert Notice;
- expanding the alert to all students in the affected student's year;
- expanding the alert to all students in the school;
- providing all parents/carers with a copy of relevant guidelines for treating head lice;
- forwarding reminder letters in the event the outbreak is not contained; and
- requesting parents to confirm that they have taken action.

## **Implementation**

This policy is implemented through a combination of:

- staff training and supervision;
- effective record keeping procedures;
- effective incident notification procedures;
- effective communication procedures with the student's parents/carers; and
- initiation of corrective actions where necessary.

## **Discipline for Breach of Policy**

Where a staff member breaches this policy St Catherine's may take disciplinary action.

**Implementation Date:** February 2017

**Review Date:** January 2022