MANIFOLD HEIGHTS P.S.
PARENT MANAGED HEAD LICE PROGRAM

**Rationale:**
Head lice continue to cause frustration for some parents, teachers and children. This school policy is intended to outline roles, responsibilities and expectations of the school community to assist with treating and controlling head lice in a consistent and coordinated manner.

Whilst parents have the primary responsibility for the detection and treatment of head lice in our school community we will work in a cooperative and collaborative manner to assist all families to manage head lice effectively.

This school policy draws on information obtained from the Information pamphlet and management guidelines “Scratching for Answers”.

**Aims:** It is the expectation of parents/carers and families attending Manifold Heights Primary School that:

- Children’s hair will be checked for head lice regularly at home, using the recommended conditioner/ combing method detection system.
- Children’s hair will be neat and kept tied back whilst at school.
- Abide by the recommendations of the School Exclusion Policy of Health (Infectious Diseases) Regulations 2001 in that the responsibility to exclude a child from the school rests with the Principal, (or Acting Principal) and that only children who have live lice are excluded.
- Request be made that all parents attending Manifold Heights PS sign an agreement to accept conditions of the Head Lice Policy. Parent consent forms to be sent out to cover the duration of the student’s schooling at Manifold Heights PS
- The school will provide practical advice and maintain a sympathetic attitude and avoid stigmatizing/blaming families who are experiencing difficulties with control measures.
- Accept advice that appropriate treatment needs to be commenced.
- Ensure their child does not attend school with untreated head lice.
- Notify the school if their child is affected so that a note can be sent out to all students in that year level.
- Act responsibly, confidentially and respectfully when dealing with members of the school and broader community around issues of head lice.
- Continue to seek opportunities to increase our collective understanding of and response to managing head lice.

To support parents/carers and the broader school community to achieve a consistent, collaborative approach to head lice management at Manifold Heights, the school will:

- Organise volunteer parents to conduct head lice checks in a confidential and sensitive manner.
- If the school is notified by a parent that they have detected Head Lice in their child’s hair, a note asking all parents to check their own child’s hair is sent home with every child in that year level.
- Distribute up to date and accurate information on the detection, treatment and control of head lice to parents and staff at the beginning of the year and more frequently if required.
- Encourage children to learn about head lice so as to help remove any stigma or bullying associated with the issue.
- Be aware of real difficulties some parents may encounter and seek extra support if required.
- Include information about head lice management in orientation and transition programs for new families/staff attending school and Include information updates in the School Newsletter
- Review the Head Lice Policy as part of the renewal cycle by School Council.
PARENT CONSENT
Head Lice Inspection – Consent Form
Throughout the year, the school will be arranging head lice inspections of students. The management of head lice infestation works best when all children are involved in our screening program. The inspection of students will be conducted by volunteer parents who have signed a confidentiality agreement with the school. In cases where live head lice are found, the person inspecting the student will inform the Principal. The school will contact the parents.

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

Implementation: CHILDREN SCREENING GUIDELINE DRY CHECKING:

Head lice move quickly when disturbed, and are therefore often difficult to locate when checking. Whilst dry checking is not as effective as the conditioner method it is however, practical when screening large numbers of children. Therefore important to remember that the results from this checking will not be as accurate and that parents assist the aims of the program by performing their own regular checks at home and commencing treatment as required.

Before any inspections are conducted the person conducting the inspections will explain to all students what is being done and why, and it will be emphasised to students that the presence of head lice in their hair does not mean that their hair is less clean or well kept than anyone else’s. It will also be pointed out that head lice can be itchy and annoying and if you know you have got them, you can do something about it.

EQUIPMENT:
1. Administration folder and pens including
   • class list.
   • Parent notification forms
2. Tissue/paper towels
3. Hair ties
4. Hand cleanser

PROCEDURE:
1. Ensure that the volunteer parents have significant jewellery removed and nails are short to prevent injury to the child.
2. The person conducting the inspections will check through each student’s hair to see if any lice or eggs are present.
3. Conducting the check in natural light is best.
4. In cases where head lice are found, the person inspecting the student will inform the principal. The school will make appropriate contact with the parents/guardians.

OUTCOME:
1. Hair should be tied back.
2. The use of sanitizing gel is encouraged between each check.
3. When head lice have been identified, hands are to be washed in warm soapy water.
4. Any equipment used during the checking procedure is to be soaked in hot water and disinfectant.

NOTE:
Head lice screening procedures will be conducted with no cross contamination occurring between children. Visual checks may also be conducted for the presence of head lice, when it is suspected that head lice may be present. They do not physically touch the child’s head during a visual check.
Every student will receive a program letter thus maintaining confidentiality, regardless of screening results.
CONFIDENTIALITY AGREEMENT:

As a volunteer parent performing head lice inspections on the students at Manifold Heights Primary School, I acknowledge that in this capacity I will be privileged to personal information about the children and their families. I agree not to discuss such personal and confidential matters with any person, except where necessary that I inform the principal.

I understand that by breaching confidentiality would result in my termination on the program. I also acknowledge that I am to obtain Working with Children registration to enable my participation on the program.

Volunteer’s parents name: .................................................................

Signature: .......................................................... Date: ....................

Working with Children’s registration expires on: .............................

Principal’s signature: .................................................................
PARENT MANAGED HEAD LICE PROGRAM

STUDENT CONSENT FORM.
Permission to cover the duration of the student’s schooling at Manifold Heights PS.

Throughout the year, the school will be arranging head lice inspections of students. Head lice screening procedures will be conducted with no cross contamination occurring between children.

The management of head lice infestation works best when all children are involved in our screening program. The inspection of students will be conducted by volunteer parents who have signed a confidentiality agreement with the school.

In cases where live head lice are found, the person inspecting the student will inform the Principal. The school will contact the parents.

Students without signed consent forms for head lice checks may still be part of the visual check program conducted for the presence of head lice, when it is suspected that head lice may be present. Volunteers or teachers do not physically touch the child’s head during a visual check.

I hereby give my consent for my child to participate in the school’s head lice inspection program for the duration of their schooling at Manifold Heights PS.
I accept the conditions of the Parent Managed Head Lice Program.

Child’s name: ................................................................. Grade: ........................................
Parent’s/ guardian’s name: ...........................................................
Parent’s/ guardian’s signature: ........................................ Date: ..............................
Dear Parents,

Child’s Name: ……………………………………………………… Grade ...........

Today your child was screened by the volunteer parents at Manifold Heights Primary School Parent Managed Head Lice Program, and was found to have the following:

- No evidence of lice or eggs found – do not return this notification to school;
- Live lice – treat child and return treatment notification to school
- Other evidence such as eggs detected – treat child and return treatment notification to school.

Under the Infectious Diseases) regulations 2001, children found with live lice cannot be readmitted to school until appropriate treatment for lice has commenced.

Please return the slip below when your child returns to school informing the principal when treatment has occurred.

Marina Keegan
Principal
Manifold Heights Primary School

ACCEPTED: 

NOTIFICATION OF TREATMENT

Child’s name: ................................................................. Grade: ............... 

My child was screened on …/…/…/…………………… by the parent managed Head Lice program and was found to have live lice and/eggs.

I have treated my child with …………………………………………………………………………………………………………………………… and they will be returning to school today.

Parent name: ................................................................. 

Parent Signature: .......................................................... Date: ......................... 

Evaluation:
- This policy will be reviewed as part of the school’s three-year review cycle.

This policy was last ratified by School Council in.... June 2012