



**Government
of South Australia**

Department for Education

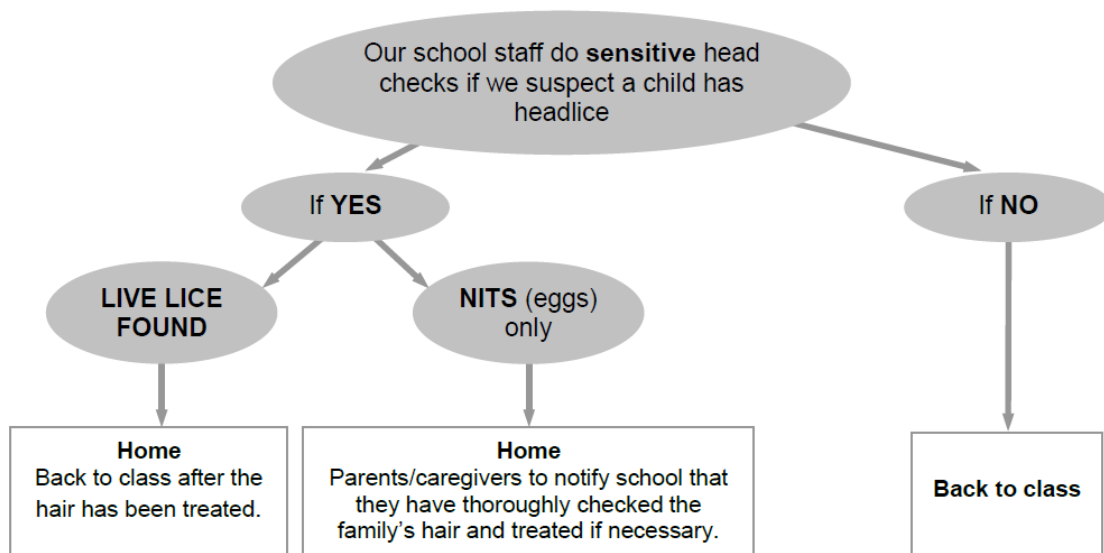
HAPPY VALLEY PRIMARY SCHOOL

HEAD LICE MANAGEMENT PROTOCOL

RESPECT

RESPONSIBILITY

INTEGRITY



We provide free headlice treatments to school card students.

Permission to check hair

What happens if a child is suspected of having head lice and we have permission to inspect the hair?

- The child is sent to the office.
- The hair is checked.
- If there are live lice, the office staff will phone home for the parent/caregiver to collect the child.
- The child's hair is treated.
- The child returns to school and it is recommended that the parent/caregiver notifies the school that treatment has occurred. A tear off slip can be provided by the school for this purpose.

What happens if a child is suspected of having headlice and permission is not given to inspect the hair?

- The child is sent to the office.
- The parent/caregiver is phoned to collect the child.
- The child returns to school via the front office with the parent/caregiver and a certificate from their general practitioner is presented to staff.

Headlice management: class teacher checklist

- ✓ Staff document on a class list which children have/have not got permission to have their hair checked for headlice.
- ✓ This list needs to be readily available for all staff including relieving teachers and support staff.
- ✓ If a teacher suspects or has reported to them that a child has live lice in their hair, then they advise support staff immediately.
- ✓ The child is sent to a nominated school support officer who organises the relevant information to be sent home.
- ✓ The school support officer ensures that the process is very discreet and as sensitive as possible.
- ✓ From this point on the process is handled by the School Support Officer and Senior Staff. Staff are notified of the outcome.
- ✓ The headlice letter is then copied for immediate distribution to all class members.
- ✓ The teacher then follows up with a discussion about headlice and the importance of regular hair checks.