Mid North Christian College
Hope in the Living God

LOCATION
43 Port Davis Road,
Locked Bag 2, Port Pirie
South Australia 5540

CONTACT
Phone 08 8632 4240
accounts@midnorthcc.sa.edu.au
midnorthcc.sa.edu.au
ABN 19 489 959 315

Head Lice Policy & Procedure

Policy

Head lice (pediculosis) are tiny insects that live on the human scalp where they feed and breed. While they do not carry or transmit disease, they are a cause of head itching and scratching, which may lead to infection and swollen lymph glands; therefore, need to be controlled. Our aim is to respond to reports of head lice quickly and effectively, and to ensure that parents and guardians are well informed about head lice treatment.

Procedure

As part of the enrolment process, parents/guardians give signed permission in the Enrolment Application Form to have their child's hair checked for head lice.

- If a child is suspected to have head lice, they are checked by the Student Services staff member. If they have not given permission, parents/guardians are asked to come and check their child's hair.
- If the child has live lice, the parents are contacted and asked to collect their child from the College. They are to treat them before their child can return to the College.
- If a child has no live lice, but does have live eggs, the parents are contacted and asked to collect their child from the College. They are to treat them before their child can return to the College.
- If parents/guardians are unable to collect the child straight away, the child is to complete work in a separate area in the Office.
- A letter will go to the families of the child's class to alert them that a case has been found and to check their child's hair. (Appendix C)
- When the child returns to school, the Student Services staff member will check their hair. If the child does not have any live lice or live eggs, they can return to class. If the child still has live lice or live eggs, parents will be contacted to collect the child from the College.
- A copy of the Head Lice Check Report sheet (Appendix A) is given to the parent/guardian to be returned signed once treated.
- If the child has been sent home after having live lice or live eggs and the parent/guardian has treated the child's hair (proof of this is the signed Head Lice Check Report Sheet parents fill in) and eggs are still found in the hair, the child can go back to class but the parent/guardian must re-treat the child in 6 days and must complete the second Head Lice Check Report Sheet (Appendix B) indicating that they have done the re-treatment.

END OF POLICY & PROCEDURE

Authorisations

Policy Reviewer: Principal – Rachel Richardson, Student Services - Tina Moreton

Approval by: CLT

Board Approval required: No

New or Revised Policy: New

Approved date of Policy: 30/8/23

Next Review date: End of 2025

Last Updated: RR 28/8/23

LOCATION
43 Port Davis Road,
Locked Bag 2, Port Pirie
South Australia 5540

CONTACT
Phone 08 8632 4240
accounts@midnorthcc.sa.edu.au
midnorthcc.sa.edu.au
ABN 19 489 959 315

Appendix A

HEAD LICE CHECK REPORT SHEET

Your child was checked today by our Student Services staff member for the presence of Head Lice.

The results of the check are (**please refer to the circled dot point**):

- No lice or eggs detected
- Live eggs were found
- Live lice were found

Therefore, the following action is required (**please refer to the circled dot point**):

- No action required
- Child's hair must be treated with a method that has killed or removed live lice and live eggs before the child is returned to school

Please note: All children who are found to have live lice or live eggs, will be re-checked by the Student Services staff member upon their return to the College to ensure the infestation has been effectively treated.

……

HEAD LICE TREATMENT REPLY SLIP

If your child has been detected with live lice or live eggs, this reply slip must be returned to the College at the same time that your child returns.

- I have treated my child's head in a manner that has killed and removed the live lice and live eggs

Child's name _____ Year Level _____

Parent/Guardian's signature _____ Date _____

LOCATION
43 Port Davis Road,
Locked Bag 2, Port Pirie
South Australia 5540

CONTACT
Phone 08 8632 4240
accounts@midnorthcc.sa.edu.au
midnorthcc.sa.edu.au
ABN 19 489 959 315

Appendix B

HEAD LICE RECHECK REPORT SHEET

Your child was rechecked today by our Student Services staff member for the presence of Head Lice.

The results of the check are (**please refer to the circled dot point**):

- No lice or eggs detected
- Live eggs were found
- Live lice were found

Therefore, the following action is required (**please refer to the circled dot point**):

- No action required
- Child's hair must be treated with a method that has killed or removed live lice and live eggs before the child is returned to school

……

HEAD LICE RETREATMENT SLIP

As the incubation period for eggs to hatch is 7 - 10 days, retreatment is necessary in case eggs are missed and they hatch.

I, the Parent/Guardian, of _____ have retreated my child's hair 6 days after the initial treatment.

Parent/Guardian signature _____ Date _____

Mid North Christian College
Hope in the Living God

LOCATION
43 Port Davis Road,
Locked Bag 2, Port Pirie
South Australia 5540

CONTACT
Phone 08 8632 4240
accounts@midnorthcc.sa.edu.au
midnorthcc.sa.edu.au
ABN 19 489 959 315

Appendix C

Head Lice Notification

Dear Parents & Caregivers

It has come to the attention of the College that there has been a case of head lice in your child's class. If you become aware that your child has head lice, please report it to the College.

We ask that you check your child's hair and treat as required. If you find eggs or lice in a child's hair, it will be necessary to treat the entire family as other members may only be at the egg stage.

More information about head lice and treatments are available from the SA Health website https://www.sahealth.sa.gov.au.

Please purchase an appropriate treatment from your pharmacy and follow product instructions carefully.