

Introduction

Head lice is not only a cause for nuisance but can affect children's health in many ways. Head lice can spread very quickly and infect people who come to close contact with each other. All children are very vulnerable to infection both inside and outside the school.

Procedures for dealing with suspected cases

Any staff member who suspects a pupil with head lice must report this to their line-manager. The headteacher or a member of the SLT must be informed by the line-manager who must not take a decision on the matter. The headteacher or a member of the SLT will make the decision and inform the school office of the course of actions to be followed.

Staff members must not check pupils in the classroom. Pupils with suspected head lice must be brought into the school medical room, and the matter must be dealt with sensitivity and care. If the pupil with the suspected case has a particular learning needs, then that must be taken into consideration when dealing with the matter. When relevant, advice and guidance can be sought from the co-ordinator of special educational needs and disability (SEND).

Pupils will not be always be sent home when suspected to have head lice.

The three stage intervention plan

We want to make Bigland Green a head lice free school. We need help, support and co-operation from parents to achieve our aim. The school has adopted a three stage intervention plan to prevent the spread of head lice.

Stage One

When a child is suspected of having head lice, parents will be asked to take the child home for treatment. Written information will be provided on a course of treatment. Parents will treat the child but ensure that the child attends school while receiving the treatment. At the end of the treatment, parents will sign a confirmation slip after making a thorough check to confirm that the child is now free of head lice.

Stage Two

If a child is suspected of re-infection within 7 days of parents signing the first confirmation slip, the child will be sent home again. Parents will be asked to attend school to be shown how to treat head lice, and will have the option of talking to a health professional about the problem. At this stage, the school may consider referring the matter to the school nurse. If the school nurse is not available then the parents will be required to see the Practice Nurse at their GP.

Parents will ensure that the child attends school while receiving the treatment as suggested by the school and/or the Nurses. At the end of the treatment, parents will sign a confirmation slip after making a thorough check confirming that the child is free of head lice.

Stage Three

If the child is suspected of re-infection within 7 days of the third treatment, the child will be sent home for treatment. The school will refer the matter to appropriate external agencies who can provide further advice and support. Depending on the circumstances, the school will conduct an assessment and explore if the matter needs to be pursued using the guidelines in the school's safeguarding and child protection policy. Parents will be kept informed of any decision taken by the school as appropriate.

A general note to all parents

If there are indications/evidence that the head lice issue is affecting more than one pupil in the class or pupils across the school then the headteacher or a member of the SLT (school leadership team) may decide for a note to be sent to all the parents in a class or a note in the newsletter. This will be done as a precaution with careful consideration to not raising unnecessary anxiety amongst parents and/or pupils.

The Office Manager will be responsible for ensuring that note are sent as decided by the headteacher or a member of the SLT

Other consideration

The school will use the guideline in this policy to address other related issues, for example, bed bugs in book bags.

Date	Signature	Review
May 2023	B. A. Pailola	As required

Suspected Head lice: Stage One

Date:

Dear Parent(s)

Your child is suspected of having head lice. Children are vulnerable to such infections and need immediate treatment. We would be grateful if you could treat your child and any other member of the family who might also be infected in the following way:

1. Wash the hair with hair-conditioner.
2. Comb the wet hair with the special nit-comb.
3. Check thoroughly.
4. Repeat the treatment for at least three days.

You may use chemical based head lice lotion which can be obtained from your local chemist or GP/doctor. Send your child to school while they receive the treatment. Check your child's hair thoroughly on the fourth day and complete the form at the bottom of this letter to confirm that they are free from head lice.

Thank you for your support and co-operation in this matter. If you require further information, then please see a health professional or the Practice Nurse at your GP.

On behalf of the school

First Confirmation Form – kindly complete and return to school

(Please tick the appropriate boxes and send to school when treatment is completed on the 4th day)

- I have treated my child as suggested by the school.
- I have also treated members of my family who were infected.
- I have used chemical based head lice lotion for the treatment.
- I have checked my child and confirm that s/he is now free from head lice.

Full name of parent:

Signature:

Date:

Full address with telephone no.
.....

Suspected Head lice: **Stage Two**

Date:

Dear Parent(s)

Your child is suspected of having head lice again. Children are vulnerable to such infections and need immediate treatment. We would be grateful if you could treat your child and any other member of the family who might also be infected in the following way:

5. Wash the hair with hair-conditioner.
6. Comb the wet hair with the special nit-comb.
7. Check thoroughly.
8. Repeat the treatment for at least seven days.

You may use chemical based head lice lotion which can be obtained from your local chemist or GP/doctor. Send your child to school while they receive the treatment. Check your child's hair thoroughly on the fourth day and complete the form at the bottom of this letter to confirm that they are free from head lice.

Thank you for your support and co-operation in this matter. If you require further information, then please see a health professional or the Practice Nurse at your GP.

On behalf of the school

First Confirmation Form – kindly complete and return to school

(Please tick the appropriate boxes and send to school when treatment is completed on the 7th day)

- I have treated my child as suggested by the school.
- I have also treated members of my family who were infected.
- I have used chemical based head lice lotion for the treatment.
- I have checked my child and confirm that s/he is now free from head lice.

Full name of parent:

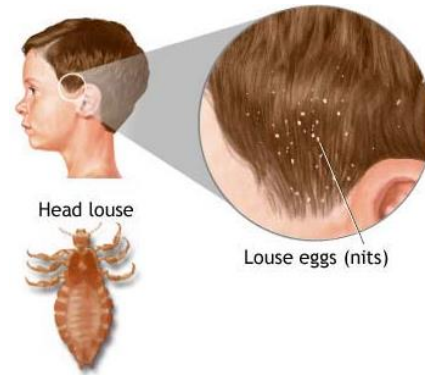
Signature:

Date:

Full address with telephone no.
.....



Date: 14 November 2023



Dear parents

Some children in your child's class have been affected by head-lice. Can you kindly check your child's head/hair for head-lice and take steps for appropriate treatment as necessary.

Treatment for head lice

Regularly apply conditioner on your child's head and comb through the hair with a special head-lice comb. This is available from most chemists or free from your local health centre. This should be done every three days to be effective.

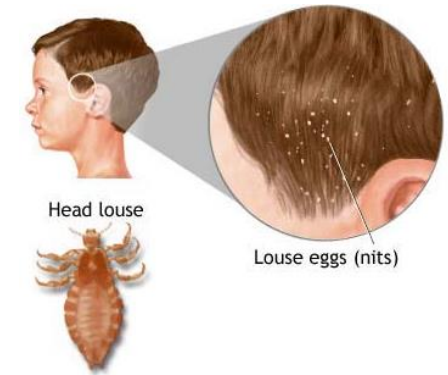
If you would like to find out more about head lice or discuss this issue in confidence, then please speak to a member of staff in the school office who will be able to assist you.

Thank you

Office Manager



Date: 14 November 2023



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Office Manager