



Murrumbeena Primary School Policy

Head Lice Policy

PURPOSE

When children are at school most families will have contact with head lice. The school acknowledges its role in supporting families by providing clear processes and accurate information so that student absences due to head lice are kept to a minimum and the spread of head lice is contained.

AIMS

- To support families in the prevention and treatment of head lice
- To provide parents with up to date information about head lice
- To contain any spreading of head lice at Murrumbeena Primary School

GUIDELINES

- All families to be provided with
 - The school head lice policy, published on the school's website
 - Copies of 'Treating and Controlling Head Lice' produced by Department of Health VIC
- Parents can contact the office or First Aid officer with further queries.
- If there is a reasonable concern that a student has head lice (for example, a teacher notices lice or nits, or the student is persistently scratching and there has been a reported case in the class), a staff member may visually inspect the student's hair.
- The inspection will be conducted discreetly and respectfully, protecting the student's privacy and dignity.
- The parent or carer will be contacted and asked to commence treatment.
- Exclusion of children with suspected head lice until all treatment has commenced and all eggs are removed. (This may include children being sent home during the day)
- A return to school declaration form to be handed to the office upon returning to school (See Appendix Two – Return to School Declaration)
- Families in the affected class or year level that head lice have been identified, will be contacted without naming the student.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publically on our school's website
- Made available in hard copy from school's administration upon request.

EVALUATION

- Informal feedback from parents and teachers about procedures
- Formal monitoring of head lice incidences

POLICY REVIEW AND APPROVAL

Policy last reviewed	July 2026
Consultation	Office Staff [July 2026] First Aid Officer [July 2026] Education Sub Committee [July 2026]
Approved by	Principal
Next scheduled review date	July 2030



APPENDIX ONE
Murrumbeena Primary School
Notification of head lice present in classroom

HEAD LICE

Reports of Head Lice in your classroom have recently been received. Head lice are common in school aged children, and are transmitted by having head to head contact with someone who has head lice.

Please check your child's hair carefully for any evidence of lice or nits (lice eggs) and treat with the appropriate solutions available from your local pharmacist. Washing hair is not sufficient to eradicate head lice. Please visit www.betterhealth.vic.gov.au and search for "head lice (nits)" for advice on finding, treating and preventing head lice.

Health regulations requires that where a child has head lice, that child should not return to school until the day after appropriate treatment has started. Please note, this refers only to those children who have live head lice and does not refer to head lice eggs. More information about exclusion requirements can be found by searching for "school exclusion table" at www.health.vic.gov.au.

If head lice or eggs are found on your child's hair you need to:

- Notify the school and advise when treatment has commenced by completing and returning the attached **Return to School Declaration (Appendix 2 below)**.
- Inform the parents or carers of your child's close friends so they can also check and, if necessary, treat their children.

Thank you for your support in helping to minimise the spread of head lice within our school community.

Kind Regards
Principal



APPENDIX TWO

Murrumbeena Primary School

Dear Parent/Guardian/Carer,

Head lice or eggs are suspected to have been detected on your child and it is very important for you to treat your child as soon as possible, using safe treatment practices. Please visit www.betterhealth.vic.gov.au and search for “head lice (nits)” for advice on finding, treating and preventing head lice.

It is very important for you to notify Murrumbeena Primary School and to advise when appropriate treatment has commenced (after first application of head lice treatment and the removal of eggs).

It is important to note, that health regulations require that where a child has head lice, that child should not return to school until after appropriate treatment has started. Please note that this refers only to those children who have live head lice and does not refer to head lice eggs. More information about exclusion requirements can be found by searching for “school exclusion table” at www.health.vic.gov.au.

Please complete the **Return to School Declaration** forms provided and present them to the office on your child’s return to school.

APPENDIX TWO
Murrumbeena Primary School
Return to School Declaration



Action Taken - Treatment 1
Notification that appropriate head lice treatment has commenced

Please return this notice to your child's school when appropriate head lice treatment has commenced (after first application of head lice treatment and removal of eggs).

CONFIDENTIAL

I, _____ (parent/guardian), have treated my child,
_____ (student's full name), for head lice and agree to undertake a full head lice treatment program until such time that my child is free of lice and eggs.

1st Treatment Used: _____ Date Applied: ____/____/____

2nd treatment due date : ____/____/____

Signature of parent/carer/guardian: Date.....

Admin/Teacher Use:

Return to school date (after initial treatment has occurred): ____/____/____

Notification that treatment has been completed (second treatment) provided

Date: ____/____/____

Administrator's/Teacher's name: _____



Action Taken -Treatment 2
Notification that appropriate head lice treatment has completed

Please return this notice to your child's school when appropriate head lice treatment has been completed (after second application of head lice treatment and removal of eggs).

CONFIDENTIAL

I, _____ (parent/guardian), have completed treatment
of my child, _____

2nd treatment used _____ Date Applied: ____/____/____

Signature of parent/carer/guardian: Date.....

