

## Head Lice Management Procedure

*This procedure should be read in conjunction with the 'Health Practices Policy'*

### Responsibilities and Roles

Management is responsible for:

1. the distribution of policies and information on the detection, safe and recommended treatment and control of head lice to parents.
2. providing support for parents through;
  - a. practical advice and a sympathetic attitude so as to avoid stigmatising families who are experiencing difficulty with the control measures
  - b. encouraging parents to continue to regularly check their child for head lice
3. the notification of all families of a case of head lice at the service
4. educating staff on how to detect and manage head lice
5. ensuring families do not send their child to the service with untreated head lice

Parents are responsible for:

1. ensuring their child does not attend the centre with untreated head lice
2. regularly inspect their child's hair to look for head lice or lice eggs
3. the treatment of head lice so if live lice or eggs are detected, families must;
  - a. begin safe and recommended treatment immediately
  - b. notify the service and do not send the child to the service until the head lice have been effectively treated and no live lice are present
  - c. check for effectiveness every two days until no live lice are found for 10 consecutive days
  - d. inspect all household members and treat if necessary

All staff will:

1. stay informed on the detection and current treatment of head lice
2. attempt to limit close contact between the infected child and other children until the infected child is collected
3. remain confidential when notifying management of a suspected case of head lice to protect the child from embarrassment or anxiety

### Managing a suspected infestation:

1. Educator who identifies the head lice will notify the supervisor on duty
2. Supervisor will contact the parent and inform them of suspected infestation
3. Parent will be requested to immediately collect the child from the centre
4. Whilst waiting for the child to be collected, Educators will attempt to limit close contact of infected child with others while remaining sensitive to the situation
5. Once the parent arrives, the supervisor will inform the parent of the service's organisations procedure on excluding the child from care until effective treatment has commenced and no live lice are present



6. Parents will be given a copy of a safe and recommended treatment factsheet from a recognised source
7. If management reasonably considers that effective treatment has not been completed and the family continues to send their child to care, the family may be advised that the child cannot return to care for a period of 2 weeks to enable enough time for effective treatment to occur.

## PROCEDURE VERSION AND REVISION INFORMATION

**Authorised by** GENERAL MANAGER

**Current version** 1

**Last review** January 2021