

Pediculosis (Head Lice) Management	
Adopted: September 22, 1997	Last Reviewed/Revised: October 2, 2023
Next Scheduled Review: 2026-2027	
Associated Policies & Procedures: II-42 Medical Conditions	

Purpose

To provide a standard procedure for the management of Pediculosis (head lice) in all schools within the Halton Catholic District School Board (HCDSB).

Application and Scope

This procedure applies to all students within the HCDSB.

References

[Canadian Paediatric Society – Head Lice](#)

[HCDSB – Your Child's Health](#)

[Head Lice - Information for Parents](#)

[Head Lice in Schools](#)

Principles

- Head lice is seen by the medical community as a nuisance and not considered a medical disease.
- Information for parents/guardians regarding the prevention, identification, spread and treatment of head lice and/or nits is integral to a co-ordinated pediculosis response plan.
- The HCDSB subscribes to an "*Identification and Treatment Protocol*".

Requirements

Roles and Responsibilities

Principal/Designate

- Be knowledgeable about the HCDSB procedure and protocol for pediculosis (head lice) management.
- Promote and institute preventative measures in the control of head lice in the school environment.
- Inform the school community through newsletter/electronic communication about *Procedure VI-13 Pediculosis (Head Lice) Management* and parent/guardian resources in September, with follow up reminders after school breaks in January and March.
- Notify the parent/guardian of a student with suspected head lice infestation.
- Upon parent/guardian notification of a suspected or confirmed case of head lice, advise parents/guardians in the student's class using *Suspected or Confirmed Case of Head Lice in Your Child's Classroom (Appendix A)*.
- Ensure the student's parent/guardian is informed of the requirements for returning to school following a confirmed case of head lice. Refer to *Head Lice Verification of Treatment Form (Appendix B)*.
- Confirm student re-entry to school with receipt of the completed *Head Lice Verification of Treatment Form (Appendix B)*.

Teacher/Educator

- Promote and institute preventative measures for the control of head lice in the classroom.
- Be aware of the symptoms indicating a suspected head lice infestation. Refer to [Halton Region Public Health – Head Lice in Schools](#).
- Notify the Principal of suspected head lice infestation.
- Liaise with parents/guardians to provide educational opportunities and resource materials to reduce the level of misinformation about head lice.

Parents/Guardians

- Notify the school and other possible community contacts if head lice are discovered as soon as possible.
- Ensure treatment methods are carried out as required.
- Provide the Principal with a completed *Head Lice Verification of Treatment Form (Appendix B)* confirming that a recommended treatment procedure has been completed, prior to returning to school.

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- Continue to examine the student for head lice daily for 7-10 days following treatment procedure, and retreat according to product directions, if required.
- Promote and institute preventative measures for the control of head lice in the home environment.
- If parents/guardians have questions or concerns, they are directed to contact their school or consult the Halton Region Public Health website.

APPROVED: Regular Meeting of the Administrative Council

AUTHORIZED BY: _____
 Director of Education and Secretary of the Board

(Date)

SUSPECTED OR CONFIRMED CASE OF HEAD LICE IN YOUR CHILD'S CLASSROOM

Dear Parent/Guardian:

A suspected or confirmed case of head lice, in your child's class, has been communicated to our school. Head lice (pediculosis) does not reflect a lack of cleanliness or poor hygiene, and anyone can get head lice.

Head lice are a nuisance but do not cause illness or spread disease. They do not survive long when removed from the scalp. Head lice have no wings and do not fly or jump but can crawl or run quickly on the scalp. Most commonly, head lice are spread by direct head-to-head contact with an infected person.

They are very common among school-aged children or children in childcare. It is recommended that you check your child's head once a week for 2 weeks, after school breaks and vacations. Discourage the sharing of hairbrushes, combs, hats, and hair accessories.

What To Do If You Discover Your Child Has Head Lice:

1. Inform the school immediately so action may be taken to minimize the spread.
2. Talk to a pharmacist regarding head lice treatment products.
3. Your child will be readmitted to school once the recommended treatment procedure has been administered and confirmed by the parent/guardian.
4. Complete the *Head Lice Verification of Treatment Form* confirming the recommended treatment procedure has been completed and submit it to the Principal, prior to your child returning to school. Please contact the school for copy of the form.
5. Parents/guardians should continue to examine their child daily for 7-10 days. If there are still live lice, eggs, or nits, follow product directions for additional treatments and consult with Halton Region Public Health and/or a pharmacist as required.

Parents/guardians are advised to consult with [Halton Region Public Health](#) for information on head lice, recommended treatment procedures and prevention.

If you require further information, please contact the school or refer to [HCDSB – Your Child's Health](#).

Sincerely,

(Principal's Name)

HEAD LICE VERIFICATION OF TREATMENT FORM

Dear Parent/Guardian:

Thank you for notifying us of your child's confirmed case of head lice. Talk to a pharmacist and ask for a recommended product that kills head lice and their eggs. Your child will be readmitted to school once the recommended treatment procedure has been administered and the Verification of Treatment Form is completed and returned to the school.

To learn more about current recommended treatment options, please consult with your pharmacist and visit [Halton Public Health – Head Lice Information for Parents/Guardians](#) for additional information and resources.

Parents/guardians are also advised to check all family members/siblings for head lice. Discourage the sharing of hairbrushes, combs, hats, and hair accessories. Be sensitive to your child's feelings and reassure your child that having head lice does not mean they are not clean.

Please complete and return this form to the Principal prior to your child returning to school.

COMPLETED BY PARENT/GUARDIAN OF A CONFIRMED CASE OF HEAD LICE

☐

I confirm that my child has completed a recommended treatment procedure for head lice and is ready to return to school.

☐

I understand that I should continue to examine my child daily for 7-10 days and will retreat my child as per product directions if required.

Name of Student:

Class

Signature of Parent/Guardian

Date

Notice of Collection: Personal information on this form is collected under the authority of section 265(1)(m) of the Education Act in accordance with section 28(2) of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Information on this form will be used to assist in the prevention and control of head lice. Questions about the use of the form should be directed to the school principal. Questions about the collection, use, or disclosure of personal information on the form should be directed to the Privacy Officer at privacy@hcdsb.org

- To be Completed by Parent/Guardian
- Returned Copy is Used Only for Verification (Retention: N/A)