

Head Lice Policy Guidelines

September 2025

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Head Lice Policy Guidelines

To be completed by the school:

Name of policy	Head Lice Policy Guidelines
Policy version number	1
Date Policy formally approved by Governing Body	
Date Policy becomes effective	September 2025
Review Date	September 2027
Signed (head teacher)	M Edwards
Signed (chair of governing body)	
Information about this policy is available to parents/carers	Swyddfa'r ysgol / gwefan yr ysgol – www.ysgolpantpastynog.cymru

To be completed by Denbighshire Education and Children's Services (DCC ECS):

Policy developed by	DCC ECS
Date adopted by Education and Children Services JMT	February 2019
Original policy date issued to Denbighshire schools	22/03/2019
Version number and date	Version 1, 22/03/2019
Version developed by	DCC ECS
Review date	Spring 2022
Well-being assessment completed and date	NA

Head Lice Policy Guidelines

1. Overview

1.1 Head lice is a common problem that affects most people at some time or other. The aim of this policy is to help minimise the problem for parents/carers and the school.

1.2 These **model policy guidelines** have been written using the latest advice from Welsh Government, NHS Direct, Public Health Wales and the BCUHB School Nursing Service.

2. What are Head lice?

2.1 Head lice are small insects with moving legs. They live very close to the scalp. Nits are not the same as lice. They are the egg cases which stick to the hair, and look like specks of dandruff. You only have head lice if you find a moving louse (not a nit). Your head does not have to be itchy to have head lice.

3. How do you get head lice?

3.1 Because of children's play activity and direct head-to-head contact, head lice are usually found on children, but can also spread to adults. Head lice are caught from close family and friends in the home and community, as well as at school. Head lice live in all types of hair – dirty or clean, short or long. Head lice walk from one head to another, when heads are in direct contact with each other – they do not fly, jump or swim.

4. Treatment:

4.1 For advice on how to treat head lice:

<https://www.nhsdirect.wales.nhs.uk/encyclopaedia/h/article/headlice#Treatment>

5. Prevention and management of head lice in school:

5.1 The partnership between the school and home is vitally important in the prevention and management of head lice.

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5.2 The school will share educational information about head lice on a regular basis with parents/carers (at least at the beginning of each term) and not wait until there is a perceived 'outbreak'. This will include information about checking for lice and treatment.

5.3 Information about this policy will be included in the school prospectus and website.

6. When a case of head lice is observed by a member of staff:

6.1 If a pupil in school is found to have a live moving louse, the infected child's parent/carer will be informed (in confidence) so that they can treat the infection. Information will be provided about:

- a. The latest information on treating head lice
- b. The advice available from the local pharmacy for treatment

6.2 If the head lice infection continues, a letter will be sent to the child's parents/carers (in confidence). In this letter it will state that this information may be shared with the School Nurse so that advice and guidance can be provided.

6.3 The school nurse will be informed of extreme, persistent cases of head lice infection. Such cases may also result in referral by the school to other agencies e.g. Children's Services. Concerns regarding general hygiene including persistent head lice can be referred to other agencies such as the health visitor or Children's Services

6.4 A pupil with head lice will not be excluded from school.

7. More information:

7.1 <https://www.nhsdirect.wales.nhs.uk/encyclopaedia/h/article/headlice#Treatment>

7.2 <https://cks.nice.org.uk/head-lice#!diagnosis>

7.3 <http://www.wales.nhs.uk/sitesplus/888/page/43732>

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8. Prospectus and/or website information:

EXAMPLE: Head lice policy information

Head lice is a common problem that affects most people at some time or other. The aim of the policy is to reduce the problem for you as parents/carers and for us as a school.

We will share information with parents/carers on a regular basis about checking for head lice and how to treat them. We will ask parents/carers to be vigilant in checking their child's hair.

If a pupil in school is *suspected* to have a live moving louse, their parent/carer will be informed (in confidence) so that they can check and treat the infection. If the head lice infection continues, we will send out a confidential letter to the pupil's parents/carers; information may also be shared with the School Nurse so that advice and guidance can be provided. The school nurse and/or other agencies will be informed of poor hygiene including extreme or, persistent cases of head lice infection. A pupil with head lice will not be excluded from school.

For more information about head lice and treatment please visit:

<https://www.nhsdirect.wales.nhs.uk/encyclopaedia/h/article/headlice#Treatment>

9. General information about head lice for newsletters, Twitter, text or any school comms:

EXAMPLE: Head Lice Communications

Head lice are small insects (no larger than a sesame seed when fully grown) with moving legs. They live very close to the scalp. Nits are not the same as lice. They are the egg cases which stick to the hair, and look like specks of dandruff. You only have head lice if you find a moving louse (not a nit). Your head does not have to be itchy to have head lice.

Because of children's play activity and direct head-to-head contact, head lice are usually found on children, but can also spread to adults. Head lice are caught from close family and friends in the home and community, as well as at school. Head lice live in all types of

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hair – dirty or clean, short or long. Head lice walk from one head to another, when heads are in direct contact with each other – they do not fly, jump or swim. It may be advisable to keep long hair tied back to reduce the chance of infection.

As most children will get head lice at some point or another, we strongly advise that our parents/carers routinely check their children’s hair for head lice at least weekly. For more information about head lice, how to check for head lice and treatment please visit this website, or visit your local pharmacist:

<https://www.nhsdirect.wales.nhs.uk/encyclopaedia/h/article/headlice#Treatment>

Example: short version

We strongly advise that our parents/carers check their children’s hair for head lice. For more information about head lice, how to check for head lice and treatment please visit this website, or your local pharmacist:

<https://www.nhsdirect.wales.nhs.uk/encyclopaedia/h/article/headlice#Treatment>



WG Head Lice
Leaflet.pdf



20953_Head lice fact
sheet (E).pdf

10. CONFIDENTIAL: Individual contact number 1 (OR can be face to face, phone, text, email, letter etc):

Example letter:

Dear parent/carers

Confidential: head lice

We have noticed that your child MAY have head lice, and would like to advise you to check your child’s hair and treat as appropriate.

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For more information about head lice and treatment please see the attached leaflet, visit this NHS website or the local pharmacy:

<https://www.nhsdirect.wales.nhs.uk/encyclopaedia/h/article/headlice#Treatment>



WG Head Lice
Leaflet.pdf

11. Individual letter number 2:

Example letter:

Dear parent/carer

Confidential: head lice

We have noticed that your child still appears to have head lice, which we appreciate you may have been treating. We would advise you to check and treat as soon as possible.

We may contact the School Nurse to provide you advice and guidance

For more information about head lice and treatment please see the attached leaflet, visit this website or the local pharmacy:

<https://www.nhsdirect.wales.nhs.uk/encyclopaedia/h/article/headlice#Treatment>



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