



“Learning in mind, community at heart”

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Headteacher: Helen Turner
Co-Headteacher: Sue Padfield

Head Lice Procedure

If a member of staff discovers that a child has head lice, they will inform the office. The child involved will be unaware of this so unnecessary worry is not caused. A member of the admin team will then make a courtesy call to the parents just to make them aware and ask them to treat the hair appropriately as soon as possible. Following the telephone call, some parents may wish to take their child out of school in order to treat the hair - this is acceptable and the absence will be authorised. The school fully realises that this is not possible for all families and this is acceptable too.

At the end of the day a brief year group letter will be sent home via pupil post informing all parents that there is a case of head lice within the year group. This letter remains anonymous so all children's identities are protected.

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