## Attachment 3: Head lice action form

Dear parents/guardians,

We have detected head lice or lice eggs on your child during a routine inspection.

It is important for you to treat your child as soon as possible, using safe treatment practices. Please read the attached pamphlet ‘Treating and controlling head lice’ from the Department of Health. This contains guidelines for detecting and treating head lice and lice eggs.

Please note that while head lice do not spread disease, they are included in the Victorian Department of Health’s [exclusion periods table for primary schools and children’s services](https://www.health.vic.gov.au/infectious-diseases/school-exclusion-table). According to this table, if a child has head lice, they must be excluded until the day after appropriate treatment has started.

Please keep your child at home until the day after appropriate treatment has started, and use the form provided below to notify ​[Service Name]​, when your child returns to the service, of the action you took to treat the head lice/eggs.

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**Head lice treatment – action taken**

**Parent/guardian response form**

 To [Service Name]

CONFIDENTIAL

Child’s name: Group:

I understand that my child must not attend the service with untreated head lice or lice eggs.

I have used the following recommended treatment for head lice or lice eggs for my child:

Treatment commenced on:

Signature of parent/guardian: Date:

Source: ELV Infection Control and Immunisation Policy