



WEST SUSSEX COUNTY COUNCIL  
**CHESSWOOD JUNIOR SCHOOL**  
Chesswood Road Worthing West Sussex BN11 2AA  
*Head Teacher: Mr Andrew Jolley*



[www.chesswood.w-sussex.sch.uk](http://www.chesswood.w-sussex.sch.uk)  
[office@chesswood.w-sussex.sch.uk](mailto:office@chesswood.w-sussex.sch.uk)  
Tel: Worthing (01903) 204141/2

Dear Parents,

We regret to report that there has been a recent outbreak of head lice in your child's class. We need to ask that all families inspect their children's head and take the following steps should visitors be found:

1. Wash with special shampoo for head lice if possible, or normal shampoo if not available
2. Rinse off the shampoo and apply conditioner
3. Using a small toothed comb, or nit comb, carefully comb from the roots downwards, going over each section of hair several times
4. Wipe the comb after each stroke so any lice found are not transferred
5. Rinse off the conditioner

It is advisable to treat all the family if you do find head lice.

**THIS PROCESS NEEDS TO BE REPEATED EVERY DAY FOR UP TO TWO WEEKS TO COMPLETELY BREAK THE CYCLE.**

Once your child is clear, this process can be done once a week or after washing the hair, to help keep them clear. We are very sorry to those parents who have already treated their children, only to find that the problem has returned, and would ask you all to "CHECK AND TREAT" on a regular basis.

It should be noted by all parents that the advice from the 'Health Protection Agency' is not to exclude children from school when head lice are discovered in a child's hair. On that basis, children should attend school whilst parents make every effort to treat the head lice. Where children are found to have head lice at school they will not be sent home unless the infestation is severe. You can be assured that we are doing everything in our power to prevent children being repeatedly affected by head lice.

I would like to remind all parents that the school recommends that children (girls or boys) with shoulder length hair need to have their hair tied back. Children with hair longer than shoulder length should either plait their hair or use multiple hair bands. Your full support on this would be greatly appreciated by all other parents, who know only too well what a laborious process checking and treating head lice can be – prevention is infinitely preferable to cure!

Yours sincerely,

Nicola Bushby  
Administration Team

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