

Reminder letter



Date:

Dear

This is to draw your attention to an Alert Notice for head lice that was sent to you on:

Please find attached a copy of that note for you to read. It is:

- alerting you that **head lice** were detected in the school; and
- asking you to check your child's head for head lice, let us know what you find and if you have commenced treatment.

What you tell us is **CONFIDENTIAL**. It will help us to help you by reducing the spread of head lice in the school.

Please complete the **action taken at home slip** and return it with your child as soon as possible or give me a call on

Telephone:

Yours sincerely

The Principal