

Administrative Procedure – Measures to Control the Spread of Head Lice at School

Actor	Action
School Nurse	Provides information regarding control to staff, students, and parents/guardians. Information provided to parents/guardians may include that set forth in row 2, below. Provides information material and/or in-service to school personnel on: 1. Confidentiality requirements 2. Identification 3. Preventing transmission in classrooms 4. Precautions against self-contamination and cross-contamination, e.g., a. Carpets should be vacuumed frequently b. Cloth-covered stuffed animals, sleeping mats, pillows, sofas, and other stuffed furniture should be discouraged 5. Treatment and resources for treatment 6. Readmission requirements 7. Respect for sensitivity of students and parents/guardians regarding this condition
Parent/Guardian	Assists in preventing and managing head lice outbreaks by regularly checking their children's hair and providing immediate treatment if lice are detected. • Check your child's hair and scalp regularly for eggs. • Do not allow your child to use other children's combs, brushes, hats, etc. • If you find your child does have head lice and is excluded from school, please follow the school's student absence procedures. • Follow your family's chosen protocol for treatment of the entire family. Both over-the-counter and prescription medications are available for treatment of lice. • Hats, combs, brushes, and bed linens should be cleaned thoroughly. • Nits should also be removed through combing with a special lice comb or another approved method. • Review information from the Center for Disease Control (CDC) about Prevention and Control at: www.cdc.gov/parasites/lice/head/prevent.html and Treatment FAQ at www.cdc.gov/parasites/lice/head/gen_info/faqs_treat.html. Notifies the school nurse if they suspect their child has head lice.
Staff	To prevent the spread of head lice infestations, reports all suspected cases of head lice to the school nurse or designee as soon as possible.
School Nurse	Inspects the head of any student reasonably suspected of having head lice as soon as possible. Checks the siblings of any student with head lice and notifies other schools where siblings attend.

Actor	Action
	Notifies the parent/guardian of a student if live lice and/or nits are found and provides information on treatment options.
Building Principal	Examines student in the absence of the school nurse to ensure they are free of an active infestation so that the student may return to school. If live lice and/or nits are found, a student does not need to be sent home early from school; they can go home at the end of the day. Treatment is required before a student may return to school.
Staff	Maintains the privacy of students identified as having head lice and excluded from attendance.
Parent/Guardian	Brings a note to school verifying treatment. Accompanies student to school for a head check.
School Nurse	Examines student and verifies to the Building Principal that the student is free of an active infestation so that the student may return. Completes a follow up head check 7-10 days after treatment.
Building Principal	Notifies parent(s)/guardian(s) whose student has not returned to school within five days of the following: School attendance laws Action that may be taken if absence continues Resources for treatment information