

## Students

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

Actor	Action
School Nurse	<p>Involves parent organization in the development and implementation of programs regarding prevention and treatment.</p> <p>Provides information regarding control to staff, students, and parents.</p> <p>Provides information material and/or inservice to school personnel on:</p> <ol style="list-style-type: none"> <li>1. Confidentiality requirements</li> <li>2. Identification</li> <li>3. Preventing transmission in classrooms</li> <li>4. Precautions against self-contamination and cross-contamination, e.g.,               <ol style="list-style-type: none"> <li>a. Carpets should be vacuumed frequently</li> <li>b. Cloth-covered stuffed animals, sleeping mats, pillows, sofas, and other stuffed furniture should be discouraged</li> </ol> </li> <li>5. Treatment and resources for treatment</li> <li>6. Readmission requirements</li> <li>7. Respect for sensitivity of students and parents/guardians regarding this condition</li> </ol>
Parent/Guardian	<p>Assists in preventing and managing head lice outbreaks by regularly checking their children's hair and providing immediate treatment if lice are detected.</p> <ul style="list-style-type: none"> <li>• Check your child's hair and scalp regularly for eggs; they look like tiny white or grayish grains stuck to the hair. Head lice like clean heads, too.</li> <li>• Do not allow your child to use other children's combs, brushes, hats, etc.</li> <li>• If you find your child does have head lice, please inform the school so other children in the class can be checked.</li> <li>• Call your physician for a medicated shampoo. Follow the instructions for the entire family.</li> <li>• Hats, combs, brushes, and bed linens should be cleaned thoroughly. After the medicated shampoo, you can loosen the eggs with scalp rinses of vinegar, and then slide the eggs off the hair shaft with tweezers, a special fine tooth comb, or your fingernails.</li> </ul>
Staff	<p>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.</p>
School Nurse	<p>Inspects the head of any student reasonably suspected of having head lice as soon as possible.</p> <p>Checks the siblings of any student with head lice and notifies other schools where siblings attend.</p> <p>Checks the student's contacts for the presence of lice.</p> <p>Provides the student's parent(s)/guardian(s) with information regarding head lice treatment.</p> <p>If more than one student is affected in any class, examines all students in the class and provides information about head lice to all parents/guardians of students in the class.</p>

Actor	Action
Building Principal	If lice are found, excludes the student from attendance and informs the parent(s)/guardian(s) about recommended treatment procedures and sources of further information.
Staff	Maintains the privacy of students identified as having head lice and excluded from attendance.
Parents/Guardians	Return an excluded student to school by bringing a note verifying treatment. <i>Parent/Guardians shall provide transportation for the student to the school to be checked by the nurse for the presence of lice. After the nurse has approved the student to be <b>live lice free</b> and student is approved to resume school attendance, any bus transportation services will be resumed for the student if applicable.</i>
Building Principal	Notifies parent(s)/guardian(s) whose excluded student has not returned to school within 5 days of the following: School attendance laws Action that may be taken if absence continues Resources for treatment information

APPROVED: August 25, 2014