

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

Actor	Action
Building Principal or Designee	<p>Provides information regarding control to staff, students, and parents at the start of the school year and periodically thereafter.</p> <p>Provides information material and/or training to school personnel on:</p> <ol style="list-style-type: none"> 1. Confidentiality requirements 2. Identification 3. Preventing transmission in classrooms 4. Precautions against self-contamination and cross-contamination, e.g., <ol style="list-style-type: none"> 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. Respect for sensitivity of students and parents/guardians regarding this condition
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"> ● 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. ● Do not allow your child to use other children's combs, brushes, hats, etc. ● If you find your child does have head lice, please inform the school. ● Call your physician for a medicated shampoo. Follow the instructions for the entire family. ● 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.
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>

Building Principal or Designee	<p>As soon as possible, inspects the head of any student reasonably suspected of having head lice.</p> <p>For students found with lice or eggs (nits), provides the student's parent(s)/guardian(s) with information regarding head lice treatment as soon as possible.</p> <p><u>These students are not excluded from school.</u> Parents, however, may opt to exclude students from school, with an excused absence, until treatment is complete and effective.</p>
Staff	Maintains the privacy of students identified as having head lice.
Parents/ Guardians	Communicate with school regarding the treatment of lice and its effectiveness. May opt to keep child out of school as an excused absence for a reasonable time until treatment is complete and effective.
Building Principal or Designee	Upon child's return to school, examines the student and informs the parent(s)/guardian(s) of the child's condition.
Building Principal or Designee	<p>Outbreaks (3 or more cases per grade level) and Extreme or Recurring Cases:</p> <p>During an outbreak or extreme case of lice within one grade level, the building principal will discreetly notify the parents of that grade level of the outbreak.</p>

ADOPTED: June 1, 2010

REVIEWED: March 24, 2014

REVISED: October 20, 2016; April 26, 2018; September 13, 2018