

## Procedure for Head Lice (“*Pediculus Humanus Capitis*”)

**Purpose:** This procedure establishes guidelines for School Health/Clinic staff, and school personnel to meet the health needs of a student or staff member experiencing signs/symptoms or complaints of head lice and/or nits in the school environment

**Definition:** **Head lice** are wingless insects spending their entire life on human scalp and feeding exclusively on human blood. **Nits** are the eggs laid by female head lice

### School Board Policies 4.5036 and 5.5033, for head lice infestation:

*A student who has been sent home with head lice and/or nits should return to school, free of head lice and/or nits, within 2 (two) calendar days; absences from school during the 2 (two) calendar days will be excused. For each occurrence of head lice and/or nits, absences beyond 2 (two) calendar days will be unexcused.*

- A. Teacher or school personnel may identify students’ showing signs/symptoms or complaints of head lice and/or nits (continuous itching, presence of lice or nits). No student should be identified for head lice screening based upon rumor, gossip, or hear-say
- B. School personnel will refer only students’ identified by showing signs/symptoms of head lice or by students’ that voice complaints of head lice to the School Health Technician/Clinic
- C. School Health Technician/Clinic will examine the student to determine if head lice and/or nits are present
- D. If head lice and/or nits are present the student will be removed from class. Parent/guardian will be notified and are responsible to pick the student up from school and begin treatment for removal of head lice and/or nits
- E. If head lice and/or nits are not present the student may return to class
- F. Following a positive check, the student may not return to school until they have been cleared by the on-site School Health Technician/Clinic
- G. During the screening process for the student to return to school, the School Health Technician/Clinic will strive to remove nits if there are fewer than 6-10 nits remaining in the hair. This does not apply to a student identified with live lice present, nor does it apply to the removal of a larger volume of nits
- H. Students found positive for head lice and/or nits are not permitted to ride the school bus until cleared by the School Health Technician/Clinic
- I. Reasonable measures will be taken to maintain student confidentiality (HIPAA/FERPA)

***\*Do not send out forms or documentation regarding head lice and/or nits that are not found available in the “School Health Policy & Procedure Manual” unless you have documented approval from your immediate supervisor! For information/handout material, please refer to the “School Health Policy & Procedure Manual” for below available forms:***

- ***Santa Rosa County School Board Head Lice (*Pediculosis*) Dismissal Notice***
- ***Head Lice Dismissal and Clearance/Return Report***
- ***Head lice Fact Sheet located in the “Communicable Disease Manual”***

**SANTA ROSA COUNTY SCHOOL BOARD**  
**HEAD LICE (PEDICULOSIS) DISMISSAL NOTICE**

63-06-06

Your child has been assessed as having head lice and/or nits (Pediculosis) and is being temporarily dismissed from school.

Your child may not return to school or ride the school bus until they have been cleared by the on-site School Health Technician/Clinic.

**School Board Policy 4.5036 and 5.5033: Head Lice Infestation**

A student who has been sent home with head lice and/or nits should return to school, free of head lice and/or nits, within two (2) calendar days; absences from school during the two (2) calendar days will be excused. For each occurrence of head lice and/or nits, absences beyond two (2) calendar days will be unexcused.

Principal: \_\_\_\_\_  
(Signature)

**Recommended Treatment for Head Lice and/or Nits:**

*Head lice are spread by direct head to head contact with an infested person and/or by indirect contact with their personal belongings. Personal hygiene and cleanliness in the school or home environment has no impact on the transmission of head lice.*

**1. Treat active infestation of head lice/nits**

- Head lice are tan to grayish-white in color, size ranges from the size of a pinpoint to a sesame seed, they hold on tightly to the hair shaft and/or scalp with hook-like claws located at the end of six legs. Finding live head lice can be very difficult because they avoid light and crawl very quickly
- Because head lice can cause intense itching, encourage children not to scratch in attempts to prevent a secondary skin infection
- Treatment medicine/shampoo can be purchased at most stores without a prescription, natural products are available and prescription medication may be ordered by a Physician
- **Carefully** follow the container box, label and/or package insert before using any product. Some products contain insecticides and can be dangerous if misused or overused

*Continued on back*

Rev 2/2017

- In order for head lice treatment products to work effectively it is often recommended to avoid using a combination shampoo and conditioner or a conditioner before applying head lice shampoo/medicine, avoid re-washing the hair for 24-48 hours after the use of shampoo/medication, and avoid using a blow dryer on treated hair for 24 hours

- If crawling lice are seen after a full course treatment, it may be necessary to contact your health care provider

- All household members and bedmates should also be checked for the presence of head lice and/or nits

## **2. Nit removal**

- Mature female head lice lay eggs, also called nits. Nits are usually located close to the scalp (usually within 6 mm) since they require body heat for insulation to live and mature. Nits are firmly attached to the base of the hair shaft with a glue-like substance. They are oval in shape, have smooth edges, and are grayish-white in color

- To help loosen the glue-like substance securing the nits to the hair shaft it is helpful to apply a vinegar solution to the hair for easier removal of nits (1/4 cup vinegar and 3/4 cups of water)

- Brush wet hair into divided sections, and comb each section thoroughly using a metal comb designed for nit removal and/or use thumb and forefinger, to pick or pull every nit from each individual hair shaft affected. Always use a bright light or full natural sunlight for better viewing. Discard of nits in a sealed zip-lock bag or wrapped firmly in several layers of paper

## **3. Follow Up**

- Female lice can lay up to ten eggs/nits per day and typically hatch in eight to nine days. Once the nit hatches, it reaches adult stage within seven-twelve days. If an infestation is not treated, the head lice/nit cycle is most likely to repeat itself in three-four weeks

- It is essential to continue to check the hair for head lice and nits every two-three days for the first few weeks, then weekly for the next three-four weeks to ensure all lice and nits are gone and a re-infestation has not occurred

**4. Supplemental measures:** Even though head lice survive less than one-two days if they fall off a person and cannot feed, there are still steps that may help avoid re-infestation from head lice/nits that have recently fallen off

- Wash all articles that have come in contact with the hair using hot water and use a hot air cycle for articles that can be placed in the clothes dryer (bedding, clothing, towels, stuffed animals, jackets, hats, headgear, scarves, hair brushes, combs, etc.)

- Items that cannot be washed may be dry-cleaned or sealed in a plastic bag for twelve days

- Vacuum all areas where the child had contact (furniture, pillows, floor, car-seats, etc.)

## HEAD LICE TRACKING LOG

[illegible]



## Head Lice (Pediculosis) Dismissal or Clearance/Return Report

Student: \_\_\_\_\_

Dismissal Date: \_\_\_\_\_ Clearance/Return Date: \_\_\_\_\_

*\*The student may not return to school until they have been cleared by the  
School Health Technician/Clinic*

Homeroom Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

School Health Technician/Clinic: \_\_\_\_\_  
Signature

### School Board Policy 4.5036 and 5.5033: Head Lice Infestation

A student who has been sent home with head lice and/or nits should return to school, free of head lice and/or nits, within two (2) calendar days; absences from school during the two (2) calendar days will be excused. For each occurrence of head lice and/or nits, absences beyond two (2) calendar days will be unexcused.

**Copies To:** ☐ Guidance ☐ Teacher ☐ Other: \_\_\_\_\_

## Head Lice (Pediculosis) Dismissal or Clearance/Return Report

Student: \_\_\_\_\_

Dismissal Date: \_\_\_\_\_ Clearance/Return Date: \_\_\_\_\_

*\*The student may not return to school until they have been cleared by the  
School Health Technician/Clinic*

Homeroom Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

School Health Technician/Clinic: \_\_\_\_\_  
Signature

### School Board Policy 4.5036 and 5.5033: Head Lice Infestation

A student who has been sent home with head lice and/or nits should return to school, free of head lice and/or nits, within two (2) calendar days; absences from school during the two (2) calendar days will be excused. For each occurrence of head lice and/or nits, absences beyond two (2) calendar days will be unexcused.

**Copies To:** ☐ Guidance ☐ Teacher ☐ Other: \_\_\_\_\_