

### Staff Protocol for Classroom Head Lice Management

When a student is suspected of having head lice, the office staff should examine the student's scalp in the health room. To provide privacy and protect the identity of the student, please close health room door prior to examining for head lice.

**LIVE LICE DISCOVERED?** Students identified with live lice should be sent home only when a parent/guardian can be contacted. If a parent/guardian cannot be contacted, the student should return to class for the rest of the day, because head lice are shared only by close contact. The student who has been identified with live lice may return to school when the parent/ guardian reports having treated the student. In the event that there is an outbreak in a classroom, the informational dual-language head lice letter for parents/guardians (SN-15-06) will be distributed to families of classmates. The letter encourages parents to examine their own children, and advises of care options. An outbreak is defined as: three or more students within a classroom with live lice, who do not have close contact with each other, within a consecutive 2-week period.

**ONLY NITS DISCOVERED?** Look for the presence of nits located within 1/4-inch of the scalp. Nits located further from the scalp have most likely hatched and indicate lice have been present for some time. The student, who is found with nits within 1/4-inch of the scalp, should stay in class until the end of the day. Notify the parent/guardian, and advise parent/guardian of care options. Parents are asked to continue daily efforts to remove nits that are located close to the scalp. No student should have to miss more than one school day for head lice management.