

Columbus County Schools  
Administrative Procedures  
Pediculosis (Head lice)  
(Adopted 02/22/2010)

## **EDUCATION**

### Parents/ guardians—initial contact

- Columbus County Schools will develop an information sheet that will be provided to all schools for distribution to all students (K-12) within the first week of school.
- Each school will review the information sheet with parents of kindergarten children during the initial screening process.
- Schools may include a review of health and safety issues/conditions (including but not limited to pediculosis) during parent meetings, especially at the beginning of the year.
- School officials responsible for registering transfer students throughout the year must share and review the Columbus County Schools' pediculosis fact sheet and policy with parents/guardians at the time of registration.

### Parents/guardians—periodic review of information

- At the beginning of second semester, schools will distribute a second (but different) informational reminder to the parents of all children (K-5).

### School-based Personnel

- Principals shall be responsible for coordinating periodic in-service activities regarding health conditions, including but not limited to pediculosis.

## **GUIDELINES FOR SCREENING**

- If a student is suspected of having head lice, the situation should be referred to the principal/designee who then will contact the school nurse.
- When a case is found, school personnel will inspect the student's siblings, classmates, and other close associates.

## **GUIDELINES FOR DISMISSAL & PARENT NOTIFICATION**

- A child identified with a case of head lice will be referred to the principal/designee.
- The principal, school nurse, or designee will contact the parent/guardian and request that he/she pick up the child from school as soon as possible.
- The parent/guardian will be informed that the child may not return to school until he/she is nit and /or lice free. The parent/guardian will present the child to the School Nurse, who will determine if the child is nit free. The School Nurse will do inspections only once daily.
- A letter and information packet will be issued to parents/guardians educating them on the requirements for treatments. This includes the policy, appropriate use of

shampoos, the removal of nits, inspection/treatment of others in the household, and the cleaning of personal items.

- The principal will issue a parent letter to all students in the classroom informing them of the existence of lice in the classroom but that their child was inspected and no lice were found. Consequently, treatment will not be necessary. The letter will explain precautions and screening measures that should be taken. The principal/designee shall be responsible for inspecting those students who may be absent the day a case is discovered.

### **GUIDELINES FOR READMISSION TO SCHOOL**

- Parents must present their child to the School Nurse to determine that the child is nit free before the child can be readmitted to school. A child will only be inspected for nits once daily.
- Medical professionals indicate that a child should be nit-free within three (3) days if proper procedures are taken to treat the child. Therefore, a child is allowed five (5) days for treatment of pediculosis. On the sixth day, absences will be coded unlawful. The Pupil Personnel Services/ Healthful Living Director should be notified on the sixth day and the school social worker will make a home visit. If the student is absent ten (10) consecutive unlawful days due to pediculosis, court actions may be taken.
- If the above-mentioned measures fail, school personnel may contact the Columbus County Department of Social Services for assistance.

### **CLASSROOM MAINTENANCE**

- Classrooms where head lice are found will be thoroughly cleaned and/or vacuumed and the vacuum bag discarded.
- School personnel will make every reasonable effort to keep children's garments in individual spaces. When such situations are not possible, outer garments will be placed on the back of each student's desk.