

Halton District School Board

Administrative Procedure

NUMBER:	
TOPIC:	Pediculosis
EFFECTIVE:	February 2009
CROSS-REFERENCE:	
REVISION DATE:	February 2012
RESPONSIBILITY:	Superintendent of Education

INTENDEDED PURPOSE:

The Halton District School Board supports a no-nit approach to children in schools with pediculosis (head lice). We recommend schools, especially elementary schools, include an item in the school newsletter about how parents can check their child's head for head lice especially following summer, winter and March breaks. Each suspected case of head lice must be referred to the Screening Agency as it is detected. The agency will verify the condition. The Screening Agency in consultation with the Principal, will inform individual parents of the confirmed cases of head lice. Letter (Appendix A) signed by the Principal will be sent home with each of these children. Parents will be informed that they must have a return form signed by We Care Home Health Services prior to their child returning to class.

PROCEDURES:

1. CLASSROOM INSPECTION

- To facilitate the classroom inspection, the teacher will organize and supervise the class and provide the Screening Agency with a class list indicating those pupils who are absent.
- When a positive case of head lice is reported to the principal, she/he will arrange for the Screening Agency to carry out a rapid inspection of all classmates and siblings of that pupil.
- The Screening Agency will explain to the teacher and the class what she/he will be doing.
- The Screening Agency will notify the principal of pupils who have head lice.
- The Screening Agency and Principal will complete a notification letter (Appendix A) for all positive cases. The notification letter will go home with the child.
- In the case of a large outbreak of head lice in a school it is recommended that the Principal notify all parents by letter.

2. PROCEDURES FOR RETURN AFTER TREATMENT

Pupils may return to the school after they have been rechecked by We Care Home Health Services and provided with the required form, signed by the Screening Agency nurse indicating that they may return to class.

APPENDIX A

(sample)

(School Letterhead)

(Date)

Dear Mr. And Mrs. _____:

Due to a suspicion of head lice being present in the school, a health screening check was recently requested. As a result, your child was found to be affected. Your child is being excluded from school because head lice and/or nits have been discovered in his/her scalp.

An information package on head lice is available at the school to assist you. Please consult with a pharmacist or your family doctor, to determine appropriate treatment.

When all the lice and nits have been removed from your child's hair, please call We Care Home Health Services at (905) 545-2273 or 1-866-577-4499. The receptionist will advise you of locations where you may take your child for a recheck. If you are unable to attend that site, call We Care Home Health Services for the afternoon locations. Please **DO NOT CALL THE SCHOOLS**. They do not have access to We Care Home Health Services' schedule. On reinspection by the We Care Home Health Services nurse, if the child's head is clear of lice and nits you will be given a written form signed by the nurse which permits your child to return to school. If there are still lice or nits in your child's hair the nurse will provide you with assistance and suggestions for further treatment.

When you are sure the lice and nits are clear call We Care Home Health Services again for a recheck. **YOU MUST HAVE THE SIGNED FORM FROM WE CARE HOME HEALTH SERVICES FOR YOUR CHILD TO RETURN TO CLASS.**

Sincerely,

Principal

Appendix B

INTRODUCTION

Control of head lice (pediculosis) includes the coordination and monitoring of the services of a private nursing agency to provide classroom screening.

ROLES AND RESPONSIBILITIES

1. THE PUBLIC HEALTH NURSE (905) 825-6000

- RECOMMENDS current treatment methods to the school boards
- PROVIDES consultation to staff on current issues related to head lice on request
- PROVIDES information on head lice to the media.

2. THE SCHOOL PRINCIPAL

- PROMOTES and institutes preventative measures in the control of head lice in the school environment
- REPORTS a suspected/confirmed case of head lice to the private screening agency to request rapid classroom screening
- ENSURES that the child's parent(s) is notified of the identified infestation and is informed of the requirements prior to returning to school
- EXCLUDES a child with an identified infestation
- PERMITS re-entry of the child following treatment and receipt of written confirmation by the screening agency that lice and nits are gone.

3. THE TEACHER

- ACTIVELY promotes and institutes preventative measures for the control of head lice in the classroom
- IS AWARE of the symptoms indicating a head lice infestation (Appendix D)
- NOTIFIES the principal of a suspected infestation
- LIAISES with the parents to provide educational opportunities and resource materials to reduce the level of fear and misinformation about head lice.

4. THE PARENT/GUARDIAN

- TO BE AWARE of the symptoms which indicate an infestation

- TO EXAMINE the child's head for a possible infestation once a week, particularly at the beginning of the school year, after school breaks and during an outbreak
- TO ENCOURAGE the child to brush/comb hair nightly as a preventative measure
- TO NOTIFY the school and other possible community contacts if an infestation is discovered
- TO ENSURE that treatment methods are carried out
- TO TAKE the child to the screening agency for a recheck
- TO PROVIDE to the principal with the rescreening form from the agency indicating that the child may return to school.

5. PRIVATE NURSING AGENCY STAFF

- RESPONDS as quickly as possible to notification by school of a suspected case
- ARRANGES the time and accommodation with the principal for rapid classroom screening
- CONTACTS the parent/guardian of a child with a possible infestation on the recommendation of the principal
- INFORMS parent or recommended treatment methods
- WORKS closely with school personnel to minimize any embarrassment to the child and to relieve anxiety in the parent
- PROVIDES the parent with a signed re-admit form to take to school when all nits and lice are gone.

6. SCREENING PROTOCOL FOR AGENCY STAFF IN COOPERATION WITH SCHOOL ADMINISTRATION

WHEN one child or more is identified as having head lice:

- SCREEN all students in the child's class
- SCREEN all students in the sibling's class, if the sibling is identified as having head lice

WHEN ten or more children are identified as having head lice:

- SCREEN all kindergarten to grade four classes in the school
- SCREEN other classes relevant to identified case(s) as described above

7. PROCEDURE

- ENSURE good lighting conditions and privacy, if possible
- SEPARATE hair strands using a pair of applicators
- DISCARD applicators in bag following use

- IDENTIFY child as infested ONLY if live lice or viable eggs within 1 cm. (1/2 inch) of scalp are seen
- NOTIFY parent(s)/guardian(s) and advise that child be treated as soon as possible
- ENSURE parent(s)/guardian(s) receive current literature on treatment, follow-up and contact tracing
- SCREEN sibling contacts in private area outside of classroom

Symptoms of Pediculosis (Head Lice)

It is very important that parents/caregivers check their children's heads once a week for head lice.

Do not wait for itchiness as a sign of head lice. Children can have head lice for many weeks before they feel itchy.

You know you have head lice if you see:

- Live lice in the hair. Head lice are tiny, wingless, greyish brown insects. They are difficult to see, as they move quickly when you part the hair.
- Eggs of the head louse. Freshly laid eggs are glued to the shaft of the hair and are laid very close to the scalp of the head. The eggs are smaller than the head of a pin, oval in shape and grey to brown in colour. These eggs will hatch in 7-10 days. Although head lice can lay eggs anywhere on the head, favourite spots are around the ears and the nape of the neck.

Public Health Nurse
Halton Public Health Department
Halton Region



APPENDIX D

Halton District School Board

Date _____

Dear Parents/Guardians:

At this time of year head lice often becomes a problem in some schools. In many cases, it seems that even after treatment with a pediculicide chemical shampoo, students are returning to school with live lice or eggs still in their hair.

In order to decrease the ongoing re-infection of other students in the school, parents of students sent home with an active case of head lice (pediculosis) will be asked to have their child rechecked by a We Care Home Health Services nurse. We Care can be reached at (905) 545-2273 OR AT 1-866-577-4499 and the receptionist will direct you to the nearest school where you may take your child for a re-check. If you are unable to attend that site, you may call back to the We Care office in the afternoon to see if there is a second location. **Please DO NOT call the schools.** They do not have the We Care schedule. On inspection by the nurse, if their head is clear of lice and nits, you will be given a written form signed by the nurse that identifies that your child may return to school.

If, when you see the We Care nurse, there are still live lice or eggs (nits), he/she can provide you with assistance and suggestions for getting rid of the remainder of the lice (and nits). When you are sure the lice are clear call We Care again for a re-check. **You must have the written slip from the We Care nurse for your child to return to class.**

The We Care nurse can provide you with an information package on different suggestions for helping to get rid of the lice. Almost all the literature we have found to date is very clear that the one sure way to remove the eggs and lice is to comb them out of the child's hair. If you have further questions or concerns please speak with your Principal, We Care or my office at 335-3663 Extension 3208.

Sincerely,

Jacki Oxley
School & Community Liaison