

**Head Lice Management Protocol**  
**Jordan School District**  
**Revised November 2015**

**Head Lice** is a fairly common problem in school-age children and it can be found anywhere in the community. It is a nuisance and is an inconvenience, but does not cause disease nor is it a serious medical condition. The following guidelines are in line with the Utah Health Department.

**A. The school may identify staff or volunteers responsible for lice checks, screening and follow up.**

1. Nurses will provide training to staff and volunteers at the request of the Principal.
2. Nurses are available for education and consultation.
3. The health department does not recommend routine checks or mass screenings.
4. Lice information packets and sample letters will be given to each school.
5. Letters may be used at the Principal's discretion.

**B. If a case of lice is suspected, the child may be screened by school personnel.**

1. What to do when live lice are found on the child's head or a parent calls with lice concerns.
  - a. Talk with the parents and alleviate their concerns.
  - b. Ask the parents if the child has been treated with lice shampoo within the last seven days. If the answer is no, continue with steps that follow. If the answer is yes, skip to #2.
  - c. Send the child home with instructions to the parent for shampooing with approved lice shampoo and for cleaning the environment.
  - d. Emphasize to parents the importance of combing out nits from the hair on a daily basis and observing for any signs of new infestation.
  - e. Instruct the parents to check all other household members for lice and treat if necessary.
  - f. If the classroom has rugs and upholstered furniture, instruct the custodial staff to vacuum the furniture and rugs carefully. Pillows and stuffed animals should be double bagged for two weeks. If computer headphones are involved, thoroughly clean them.
  - g. If several cases of head lice are identified in one classroom, the children may be encouraged to put coats and head wear into their backpacks or into plastic bags provided by the school. Students may also place their coats and backpacks behind their chairs.
  - h. Teachers should periodically emphasize the importance of "keeping personal things personal" (not sharing head wear, coats, scarves, combs and brushes or hair ornaments) and keeping hands away from each other's hair.
2. What to do when live lice can be seen on a child's head, and the child has been treated with lice shampoo within the last seven days.
  - a. Notify parents.
  - b. Suggest alternative methods of removing the live lice, such as removing them by hand or with a lice comb.
  - c. Remind the parent to screen daily and comb to remove nits. Nit removal is very important – if there are no nits, there will be no lice.
  - d. Suggest the parent re-clean the environment, paying particular attention to bedding and upholstered furniture.
  - e. If live lice are still seen after seven days, recommend retreating with lice shampoo following the manufacturer's directions. Emphasize the importance of not retreating with lice shampoo less than seven (7) days from the last lice shampoo treatment.

3. What to do when nits are found.
  - a. Contact parents to see if the child has been treated with lice shampoo within the last seven days. If the child has been treated, send a note home encouraging the parents to continue combing their child's hair daily to remove the nits. If they have not been treated, sent the child home at the end of the school day with the initial instructions as stated in #B.1.c above.
4. Students may return to school the day after a shampoo treatment. They should not be out of school more than one (1) day due to live lice.
5. School staff and volunteers should be reminded to treat each child and parent with respect. **Confidentiality must be strictly maintained.**

**C. Responsibilities of the district nurse.**

1. Provide training for staff and/or volunteers at the request of the Principal.
2. Develop school information packets.
3. Confer with parents at the request of the Principal on recurrent, exceptional, or challenging cases of head lice.
4. Be available as a resource for questions or concerns.

If you see this...	Do this...
Nits	<ul style="list-style-type: none"> <li>• Notify parents</li> <li>• Suggest shampoo treatment if it hasn't been done already</li> <li>• Child may receive a 2<sup>nd</sup> shampoo treatment 7-10 days after first shampoo treatment, if warranted</li> <li>• No need to exclude child</li> <li>• Remind parents about combing hair daily to remove nits</li> <li>• Remind parents about cleaning their home environment</li> <li>• Teachers may have students isolate their coats and backpacks in individual bags or on their own chair</li> </ul>
Live lice (crawling lice)	<ul style="list-style-type: none"> <li>• Notify parents</li> <li>• Child may return to school after shampoo treatment is completed</li> <li>• Remind parents about combing hair daily to remove nits</li> <li>• Remind parents about cleaning their home environment</li> <li>• Child may receive a 2<sup>nd</sup> shampoo treatment 7-10 days after first shampoo treatment, if warranted</li> <li>• Notify custodian</li> <li>• Teachers may have students isolate their coats and backpacks in individual bags or on their own chair</li> </ul>