TO: All Parents
FROM: Rosanne Mele, Director of Student Services
DATE:
RE: Head Lice and Nits (Pediculosis Capitis)

There has been an occurrence of head lice in school. We are monitoring the children in this building and request that you also monitor your children carefully. This will help us keep it under control.

1. What to look for:
   a. Itching and scratching of the scalp; possibly leading to infections with head and neck glands becoming swollen.
   b. Presence of small white spots (nits) which cling to the hair shaft.
   c. Presence of louse (a tiny dark insect) on scalp or hair does not need to be seen to confirm that lice are present.

2. Treatment:
   a. Your physician or pharmacist will recommend a special shampoo. You must follow the directions on the box.
   b. After shampooing, it is helpful to rinse the hair with a vinegar and warm water mixture (1-1). This will loosen the nits. A fine toothed comb is necessary for nit removal. A metal fine toothed comb is recommended.
   c. After combing, it is still necessary to examine hair for any remaining nits which may need to be removed by hand.

3. Prevention of Reinfestation:
   a. Brushes and combs must be washed with some of the shampoo, or if not plastic, boiled.
   b. Clothing and bed linens must be washed with hot water and detergent and dried under high heat for at least 20 minutes or dry-cleaned.
   c. Upholstered furniture, carpets and mattresses should be vacuumed thoroughly.
   d. Careful frequent examination of all family members for signs of infestation.
   e. Items which may not be washed or dry-cleaned, such as stuffed toys, may be sealed in plastic for two weeks.

4. Education:
   We will be talking to the children about the hazards of sharing combs, hats, scarves and towels and the need for reporting scalp itching immediately to school or parent. Please reinforce this teaching at home.

If you have further questions, you may call your child’s physician or school nurse/teacher. Thank you for your cooperation.