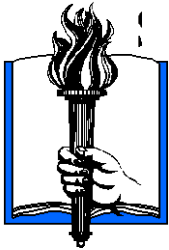


MURFREESBORO CITY SCHOOLS
ADMINISTRATIVE DIRECTIVES



Descriptor Term: Lice (Pediculosis)	Descriptor No: AD STU16	Effective Date: 8/86
	Reviewed/Revised: 12/96; 2/99; 3/99; 2/14; 6/14; 8/15; 4/19	

1 No student shall be denied an education solely by reason of head lice infestation, and his/her
2 educational program shall be restricted only to the extent necessary to minimize the risk of
3 transmitting the infestation.

4
5 If a student is suspected of having head lice, confirmation will be made by the school nurse or
6 designated school staff. Once a confirmation is made, the child's parent will be contacted by the
7 school nurse or designated staff. Instructions for treatment and prevention of head lice will be
8 given and information sent home. According to the Centers for Disease Control and Prevention
9 (CDC), students diagnosed with live head lice do not need to be sent home early from school;
10 they can go home at the end of the day, be treated, and return to class after appropriate treatment
11 has begun. However, parents of students with live or active infestation may be asked to pick up
12 their student as soon as possible to begin the treatment process if possible. Nits may persist after
13 treatment, but successful treatment should kill crawling lice.

14
15 The student may return to school only after the hair has been treated with a with a pediculicide
16 product and the parent presents to the school officials recent proof of purchase of the treatment
17 or a release from the Health Department or health care provider.

18
19 The following procedure should be followed when live bugs are found:

- 20
21 1. Child is referred to the clinic based upon teacher or staff observation of lice and/or nits, or
22 upon scratching of head or the student's report of itching or crawling feeling.
23
24 2. Nurse or designated staff shall check the child's head maintaining privacy to the extent
25 possible.
26
27 3. Nurse or designated staff shall call parent/guardian for arrangements for child if live lice
28 or viable nits are found and to explain the condition, requirements for readmission, and
29 deadline for readmission.
30
31 4. Parent will be notified that siblings of the student will be checked, to include siblings
32 who attend another school in the district. Parents will also be encouraged to talk to other

33 parents of close playmates.
34

- 35 5. Emphasize to parent/guardian the importance of breaking the lice cycle by following all
36 directions as written if using an over-the-counter treatment.
37
- 38 6. Student is to report to the school nurse's office the next school day. Satisfactory
39 examination, with parent or guardian present, by the school nurse or designated personnel
40 if the school nurse is not present, will be necessary for entrance into class. School nurse
41 or designated staff will keep a log of students sent home and check for attendance the
42 following day as the student is not to be admitted into the classroom without clearance
43 from the nurse's office.
44
- 45 7. Upon readmission, students with lice will be checked when they return to school, one
46 week later, and two weeks later to make sure all lice are gone.
47
- 48 8. If live bugs are found, a letter will be sent home with students in the grade level where
49 the live bugs were found. In accordance with FERPA/HIPAA school officials shall not
50 disclose to any other parent or guardian the name(s) or private health information of
51 affected students.
52



Procedural Protocol: Parasitic Pests-Including but not limited to Bed Bugs, Fleas, Lice

Bed Bugs can prove to be the most difficult and costly to eradicate from the home and school environment

DEFINITION: Bed bugs (*Cimex lectularius*) are small, flat, parasitic insects that feed on blood. They prefer human hosts, but will feed on other mammals or birds if necessary. Adult bed bugs are reddish-brown in color, wingless, and approximately the size of an apple seed. Adults live 6-12 months and may survive for long periods of time without feeding. The ability to survive without a feeding is potentially a year or longer. In temperature-controlled buildings, they can typically live 2 to 6 months without feeding. Evacuating school buildings in hopes of 'starving out' an infestation is not beneficial. When infested dwellings are vacated, bed bugs often disperse to nearby units, or reduce their activity until the unit is reoccupied.

Female bed bugs lay about five eggs daily, throughout their adult lives in a sheltered location (mattress seams, crevices in box springs, spaces under baseboards, etc). These eggs, which look like pale poppy seeds, hatch in about 4-12 days.

Bed bugs are most commonly found in dwellings with a high rate of occupant turnover, such as hotels, motels, dormitories, apartment complexes, and movie theaters, etc., but can also infest private dwellings, airplanes, ships, trains, taxi cabs and buses. Bed bugs can be killed by exposing them to a temperature of at least 120°F for 20 minutes or more or temperatures below 32°F for one to two weeks.

Bed bugs should not be considered as a medical or public health hazard. Bed bugs are not known to spread disease. They can be an annoyance because their presence may cause itching and loss of sleep. Sometimes the itching can lead to excessive scratching that can sometimes increase the chance of a secondary skin infection.

I. PROCEDURES/INTERVENTIONS:

1. **If a bug IS found in the student's belongings or clothing:**
 - Try to collect it without crushing it. Multiple specimens can be very helpful in identification of the bug.
 - Place the bug(s) in a sealed plastic baggie (Ziploc). Confirmation of the parasite/insect by a qualified person must be made before further actions are taken:
Contact Larry Willeford, Supervisor of Maintenance for Murfreesboro City Schools (615-898-7126) to implement the Pest/Bed Bug Response Plan (BBRP), which includes the services of the contract exterminator who is certified to confirm identification and licensed to apply pesticides. The exterminator will determine if the bug is a bed bug, flea, etc. The maintenance supervisor and the pest control company will provide instructions for any additional cleaning measures to be taken by custodians.
2. **If the bug IS NOT positively identified as a bed bug or parasitic pest resume normal activity.**
3. **If the bed bug IS identified as a bed bug the principal should:**
 - Ensure that custodians are cleaning per the recommended protocol.
 - If student is a bus rider, notify the Transportation Director so steps can be taken to clean and monitor the bus, if needed.
 - Send Bed Bug Information Sheet home with the student.
 - Inform parent/guardian that only essential items should be sent to school with the student and that they will be inspected upon arrival at school.
 - The school may offer to keep non-essential items overnight to help ensure the items are bed bug free.
 - A second set of books might be sent and kept at home so student would not need to bring them back and forth daily.
 - Suggest keeping school items sealed in a large plastic bag or tote *at home* and limit items going back and forth from home to school until infestation is successfully treated.

- Items are *not* to be sent home in the protective bags as this action could single him/her out and adversely affect the child.
- Student *may* be excluded from school until proof has been provided by the parent that the home has been treated by a licensed exterminator, but this will be determined on a case-by-case basis with school administration and Central Office personnel.

II. **SUBJECTIVE/OBJECTIVE:**

- a. Signs of bed bug bites, which may include:
 - Raised itchy red welts
 - Two or more bites in a row (often in series of three)
 - Bites on exposed areas of the body, such as the face, neck, arms and shoulders
 - b. Evidence of infestation at home, including:
 - Small black spots (feces) deposited in and near bed bug hiding places
 - Reported/confirmed case of bed bugs in the home
 - c. Evidence of bed bug at the school, positively identified by pest expert
1. **If bug bites that are suspicious for bed bug bites have been noted on a student:**
 - a. Investigate other possible causes of lesions.
 - b. Contact parent and express your concern that these could be bed bug bites.
 - c. If many lesions are present or if the student presents repeatedly with these lesions, request parent take student to a doctor and get a note to return to school.
 2. **If areas or rash that are suspicious for bed bug bites have been noted on a student and there are reports of "bugs" at home:**
 - a. Discreetly remove the child from the classroom so the principal can perform an inspection of the child's clothing and other belongs (including but not limited to: shoes, jackets, hats, books, backpacks, school supplies, etc.) to look for insects/potential bed bugs.
 - b. Check areas where the student sits or where affected belongings may be placed for an extended period of time. Bed bugs are excellent hitchhikers, and although they feed and rapidly retreat, they can be found in many locations.
 1. **If NO bugs are found in the student's belongings, but there have been reported findings at the home:**
 - a. Place any of the child's unneeded items, such as book bags/backpacks, in a large plastic bag and tightly seal the bag. Items are *not* to be sent home in these protective bags as this action could adversely affect the child.
 - b. Send Bed Bug Tip Sheet home with student.
 - c. Request that only essential items be sent to school with the student and inform parents/guardians that belongings will be inspected upon arrival at school and discreetly bagged while at school until written confirmation is received that the house has been treated by a licensed pest management company.
 - d. Suggest keeping school items sealed in a large plastic bag or tote *at home* and limit items going back and forth from home to school until infestation is successfully treated.
 - e. Continue these measures until proof of home extermination by a licensed extermination company is brought to the school.
 - f. If parents refuse to have the home treated, continue this inspection/bagging procedure until evidence of bug bites is gone.
 - g. If bug bites recur, repeat this procedure, starting with Roman Numeral II. Step 1.

Bed Bug Information

What are bed bugs?

Bed bugs are a parasitic insect. Human blood is their preferred food, but they will also feed on rodents, bats, birds, and pets, if humans aren't available.

How do bed bugs grow and develop?

During its life cycle, a bed bug hatches from an egg into a nymph and sheds its old skin five times before becoming a full sized adult, about the size of an apple seed. Eggs are glued onto a surface by the adult female bed bug. All nymphal stages and adults require blood meals.

What do bed bugs look like?

Adult bed bugs are small but visible to the naked eye. An adult bed bug is from 1/4-3/8 inches long and is reddish brown. Bed bugs have an oval shape with a flattened body when unfed and their body becomes swollen after they have fed. The young nymph that has just hatched from the egg is less than 1/10 inch long and nearly colorless, but it becomes red after taking a blood meal. There are five nymphal stages, with each stage slightly larger than the preceding one. Nymphs typically are yellowish brown to reddish brown.

How do bed bugs move about?

Bed bugs cannot fly, but they can walk very fast. They are able to cling tightly to surfaces, and they can fit into very small cracks and crevices where they often hide during the day.

Where are bed bugs found?

Bed bugs can be found in places that are frequented or occupied by humans. Bed bugs are most commonly found in dwellings with a high rate of occupant turnover, such as hotels, motels, dormitories, apartment complexes, movie theaters, and the like. Bed bugs also can infest private dwellings. Bed bug can infest airplanes, ships, trains, and buses too.

Where do bed bugs hide?

Bed bugs will hide in the mattresses and box springs, bed frames, dressers, upholstered furniture and other furniture, cracks and crevices, electrical outlets, carpet tack strips, baseboards, window and door casings, drapery pleats, wall hangings, ceiling moldings, seams in wallpaper, etc. Bed bugs prefer to contact fabric, wood, and paper surfaces—all of which are common in human dwellings.

What are the tell-tale signs of bed bugs?

The most obvious signs of bed bugs are small black spots (feces) deposited in and near bed bug hiding places. The bed bug's skin, egg shells, and live bed bugs also may be found. Another sign is blood stains, which typically occur when a bed bug is squashed. Itchy red welts may be the result of bed bug bites, but other insects can produce similar reactions. It is important to confirm whether the bites were caused by bed bugs by conducting a bed bug inspection.

When do bed bugs feed?

Bed bugs typically bite at night. However, they also can feed during the daytime.

What do bed bug bites look like?

The reaction to bed bug bites vary from person to person. Humans often exhibit a range of reactions to the bed bugs injected saliva. Some people exhibit no reaction while others experience a raised itchy red welt at the site of the bite. Reactions often appear as two or more bites in a row. They often occur on exposed areas of the body, such as the face, neck, arms and shoulders. Bed bug bites may resemble reactions caused by other insects.

How do I treat bites?

Consult your healthcare provider. Anti-itching medications applied to the skin may be helpful.

Bed Bug Myths

Bed bugs are only a problem in low-income neighborhoods.

FALSE! Anyone can have a bed bug infestation. It is a common misconception that only dirty or low-income homes carry bed bugs. Since bed bugs prefer human blood they will feed on anyone regardless of their cleanliness or socioeconomic status.

Bed bugs carry disease.

FALSE! Bed bugs do not transmit disease; however, secondary infections can occur from scratching bed bug bites.

Any insecticide will kill bed bugs.

FALSE! Pesticides and other treatments may be effective against pests, but are not effective against bed bugs. A Professional Exterminator with a specific license is the only way to get rid of a bed bug infestation.

Household bug bombs that are meant for flying insects will kill bed bugs.

FALSE! Bug bombs will NOT kill the majority of bed bugs in an infested room. These insecticides typically cause bed bugs to scatter, so that they can avoid the irritating effect of the spray. The scattering effect from bug bombs makes the bed bug infestation much worse!



Bed Bug Tips

Tips for controlling your bed bug infestation:

- DO:** Wash all of your bedding in hot water & dry in the dryer on the hottest setting for at least 20 minutes.
- DO:** Wash or dry clean all of your clothing in hot water & dry in a hot dryer for at least 20 minutes. Store the clean clothing in tightly sealed plastic bags.
- DO:** Eliminate clutter from your home. Store things that you want to keep in tightly covered plastic totes. Completely destroy anything that you throw away.
- DO:** Use a licensed pest management professional (exterminator)
- DO:** Follow your exterminator's instructions to prepare your home for treatment
- DO:** Buy entomologist certified bed bug encasements for your mattresses and box springs.
- DO:** Wrap any furniture that your exterminator tells you that he cannot treat in plastic before you remove it from your home. Completely destroy anything that you throw away.
- DO:** Thoroughly vacuum the floor and baseboards in the rooms that have bed bugs. Vacuum often and sprinkle 1/4-1/2 cup talcum powder on the floor of the last section to be vacuumed. Empty the dust cup or throw away the bag outdoors after you've finished.
- DO:** Limit visitors to your home until the bed bugs are gone.
- DO:** Check your clothing and shoes before you leave the house. Don't spread the bugs.
- DO:** Use an anti-itching medicine on the welts to relieve the itching. Over-the-counter creams will work, but prescription anti-itching medicine may be better.

These things will just make your bed bug problem worse:

- DO NOT:** Ignore the problem. It will only get worse.
- DO NOT:** Try to treat your home yourself. There is nothing that you can buy that is safe for you to use.
- DO NOT:** Use fly spray to kill bed bugs. It doesn't work, and it may spread them.
- DO NOT:** Use farm and garden insecticides or boric acid in the house. They are all highly toxic.
- DO NOT:** Spray rubbing alcohol in the house. It is extremely flammable.
- DO NOT:** Throw away your furniture unless your exterminator tells you that he cannot treat it.
- DO NOT:** Give, sell, or loan clothing, furniture, toys or other belonging to anyone while you have bed bugs.

Dear Parent,

We recently found a confirmed bed bug in your child's grade level. Bed bugs are a nuisance, but they are not known to cause or spread disease. They are usually active at night. The bite is initially painless, but it may become swollen and itch, much like a mosquito bite. Watch for clusters of bites, usually in a line, on exposed areas of the body.

The source of bed bugs often cannot be determined, as they may be found in many places including hotels, airplanes, and movie theaters. When a bed bug is found at school, it most likely means that someone brought the bed bug into the school unknowingly.

A licensed pest control specialist is completing an integrated pest management plan in our school tonight.

It is unlikely for bed bugs to reproduce and spread in schools. However, if you have experienced them in your home, we strongly recommend seeking professional assistance from a qualified pest control company.

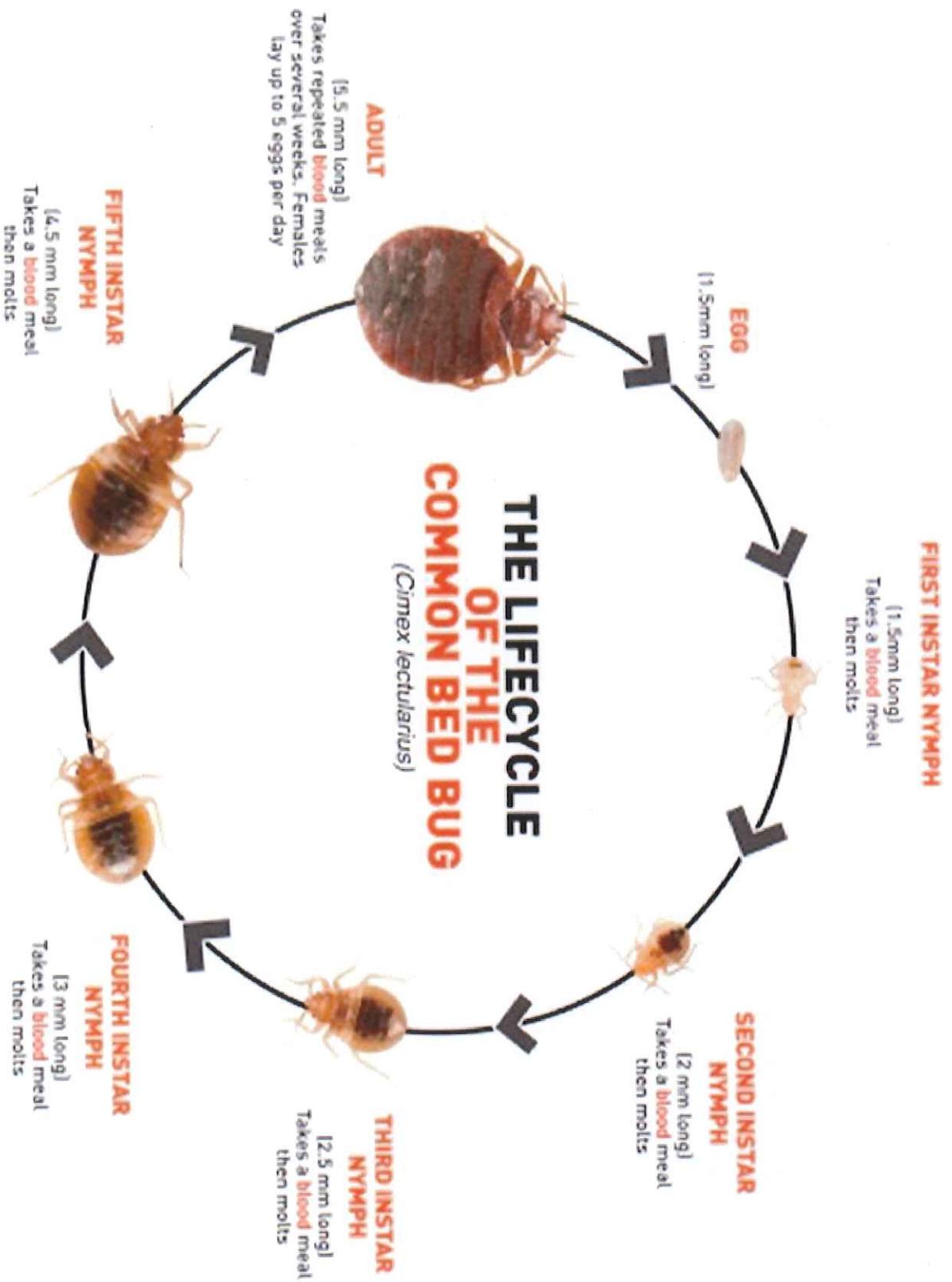
For further assistance on preventing bed bugs, please see:
http://www.cdc.gov/nceh/ehs/Publications/Bed_Bugs_CDC-EPA_Statement.htm
<https://utextension.tennessee.edu/publications/Documents/PB1763.pdf>

If you have any questions regarding bed bugs in the school, please feel free to contact me. If you have any questions regarding bed bugs found in your home, contact the local health department.

Sincerely,

Joe Thompson

THE LIFECYCLE OF THE COMMON BED BUG (*Cimex lectularius*)





Bed bug bites (Note the straight line)





Note the size of the bed bug





Small blood spots on sheets & fabric

Excrements stains on walls, mattresses, box springs, furniture, pictures, etc



Dear Parent:

Recently, we found a confirmed bed bug in your child's grade level. Bed bugs are a nuisance, but they are not known to cause or spread disease. They are usually active at night. Initially, the bite is painless, but it may become swollen and itch, much like a mosquito bite. Watch for clusters of bites, usually in a line, on exposed areas of the body.

Often, the source of bed bugs cannot be determined, as they may be found in many places, including hotels, airplanes, and movie theaters. When a bed bug is found at school, it most likely means that someone unknowingly brought the bed bug into the school.

A licensed pest control specialist is completing an integrated pest management plan in our school tonight.

It is unlikely for bed bugs to reproduce and spread in schools. However, if you have experienced them in your home, we strongly recommend seeking professional assistance from a qualified pest control company.

For further information about bed bugs and preventing bed bugs, please see:

<http://www.cdc.gov/nceh/ehs/Topics/bedbugs.htm>

<https://extension.tennessee.edu/publications/Documents/PB1763.pdf>

If you have any questions regarding bed bugs in the school, please feel free to contact me. If you have any questions regarding bed bugs found in your home, please contact the local health department.

Sincerely,