



**LOS ANGELES UNIFIED SCHOOL DISTRICT
POLICY BULLETIN**

TITLE: Reporting Communicable Diseases

NUMBER: BUL-1937.1

ISSUER: René Gonzalez, Assistant Superintendent
Student Health and Human Services

DATE: April 7, 2008

ROUTING
All Employees
All Locations

POLICY: “It shall be the duty of anyone in charge of a public or private school, Infant Care Center or Children’s Center to report at once to the local Health Office the presence or suspected presence of any communicable disease. “CAC, Title 17, Health Section 2508.

MAJOR CHANGES: This Bulletin replaces BUL-1937 of the same title dated September 1, 2005. This update reflects current personnel and phone numbers to call for assistance.

GUIDELINES: I. POLICY

A. Cooperation with the County of Los Angeles- Department of Public Health.

CEC 49403: Anything to the contrary notwithstanding, the governing board of any school district shall cooperate with the local Health Officer in measures necessary for the prevention and control of communicable diseases in school-age children . . .

B. Notification of Communicable Disease to County of Los Angeles – Department of Public Health

CAC, Title 17, Health Section 2508, Reporting by Schools, indicates it shall be the duty of anyone in charge of a public or private school, Infant Care Center or Children’s Center to report at once to the local Health Office the presence or suspected presence of any communicable disease.

C. Exclusion of students for communicable disease

“A pupil while infected with any contagious or infectious disease may not remain in any public school.” (California Administrative Code, Title 5, Education, 202.)

“The governing body of any school district may exclude children . . . suffering from contagious or infectious diseases.” (California Education Code 48211)



LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

“The Principal or designee is not required to send prior notice of exclusion to the parent/guardian if the student is excluded because: a) he/she is exempt from a medical examination but suffers from a contagious disease; b) it is determined that the presence of the student would constitute a clear and present danger to the life, safety, or health of students or school personnel.

The parent/guardian has a right to meet with the governing board of the school district to review all documents leading to the exclusion of their child and the decision to exclude is subject to periodic review.” (California Education code 48213)

II. REPORTING AND NOTIFICATIONS

A. Reporting Communicable Disease by School

The following figure identifies the appropriate sequence for reporting issues of communicable disease in schools. This sequence is recommended to avoid unnecessary reporting and to ensure that all appropriate parties are notified in the case of serious disease outbreak.

Who Notifies:

School Nurse/Administrator	<i>notifies</i> →	District Communicable Disease Nurse
District Communicable Disease Nurse	<i>notifies</i> →	Director, District Nursing Services
	<i>notifies</i> →	Local District Nursing Administrator
District Communicable Disease Nurse / Director, District Nursing Services	<i>notifies</i> →	Director, Student Medical Services
	<i>notifies</i> →	County Department of Public Health
	<i>notifies</i> →	Other District Offices (OEHS)

In outbreaks of any illness affecting over 10% of students enrolled, the school nurse must telephone the office of the Director, District Nursing Services, before 4:00 p.m. on the day of occurrence; the Director, District Nursing Services/CD Nurse will in turn notify the Director, Student Medical Services (SMS), and the County Department of Public Health. SMS Director may intercede to expedite the process by liaising with the County Department of Public Health and/or student’s physicians, as deemed necessary.

Problems related to tuberculosis control in *students* are reported to District



LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

Nursing Services, Communicable Disease Nurse, at (213) 765-2805 or (213) 765-2806. The District Nursing Services in turn relates to the Director, Student Medical Services, on a real-time basis. Problems related to tuberculosis control in *employees* are referred to Employee Health Services, Personnel Division, at (213) 241-6326.

Reporting requirements in the event of possible food poisoning are addressed in the most recent version of Business Services Division, Bulletin No. C-32 (Rev.), "Emergency Procedures – Possible Food Borne Illness or Contamination," February 14, 2001.

B. Notification of Parents and School Employees

The school's responsibility to notify school employees and the parent/guardian of children exposed to a communicable disease is based on several factors determined by school health personnel such as:

- Is the disease likely to be spread by school contact?
- Is the disease serious enough to warrant investigation or prophylactic treatment by the student's private physician or the County Department of Public Health?
- Is there an action the parents or school employees should or could be taking?

The Director, Student Medical Services, and the Director, District Nursing Services, must be consulted before any notification (written or oral) to parent/guardian or school employees regarding possible exposure to any communicable disease.

General guidance on reporting and notification of specific diseases and conditions is addressed in the current communicable disease reference guide (*Communicable Disease In Schools*, 3rd Edition, 2005). Request for support services for employees is available on the request of the administrator. Requests should be made to the Director, Student Medical Services, (213) 765-2830 or the Director, District Nursing Services, (213) 765-2800.

III. SPECIFIC CONDITIONS AND COMMUNICABLE DISEASE

A. Incomplete Immunizations

In the case of exposure to a vaccine-preventable disease, students with incomplete immunization status may be excluded from school at the discretion of the County of Los Angeles-Department of Public Health. These may include exposures to pertussis, measles, and mumps. Refer to BUL-1660.3, "Immunization Guidelines for School Admission," dated April 7, 2008.

B. Chickenpox



LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

Informational letters are to be sent to parent/guardian of all students (Attachment A) and to all employees (Attachment B) when chickenpox is first identified in the school, for each new semester.

The treating physician and the parent/guardian of each student for whom chickenpox presents a particular hazard (i.e., students with immune system defects, or those taking certain medications for leukemia, organ transplants or steroid dependent asthma, etc.) are to be notified promptly by telephone whenever school exposure to chickenpox occurs.

Outbreaks of chickenpox, (5 cases during a 3-week period) must be reported to the District's Communicable Disease Nurse (213) 765-2805. The school nurse should review the immunization record of each of the children and note the date of varicella immunization (if immunized) before reporting the outbreak.

C. Head lice

The informational fact sheet for head lice (Attachment C) should be sent to the parents/guardians of students in classrooms with two or more identified cases. Students may be excluded for head lice at the end of the school day, but readmitted after appropriate treatment is instituted. The presence of nits alone (after treatment) is not an absolute indication for exclusion and children should not be absent from school for extended periods of time due to this treatable condition.

AUTHORITY: "A pupil while infected with any contagious or infectious disease may not remain in any public school." (California Administrative Code, Title 5, Education, 202.) "The governing body of any school district may exclude children . . . suffering from contagious or infectious diseases." (California Education Code 48211)

ASSISTANCE: For assistance or further information, please contact Director, Student Medical Services, at (213) 765-2830; or Director, District Nursing Services, at (213) 765-2800.

LOS ANGELES UNIFIED SCHOL DISTRICT
Student Health and Human Services

Attachment A

Student Chickenpox Notification Letter
(USE SCHOOL LETTERHEAD)

Date _____

Dear Parent/Guardian:

This letter is to inform you that your child may have been exposed to chickenpox in the school.

Chickenpox is caused by a virus that leads to an itchy rash. The rash begins with small, red spots that develop into blisters which become scabs in 4-5 days. The rash may be the first sign of illness, sometimes coupled with fever. The virus spreads from person to person by direct contact or through air. Although chickenpox is usually mild, it may be a serious illness in infants, adults and persons with weak immune systems, such as those on medications for leukemia or organ transplant.

The chickenpox (varicella) vaccine is effective in preventing the illness or it can help lessen the disease if given within 3-5 days of exposure. If you have any children or adults in your home with a weak immune system or who are not immunized against chickenpox disease, please talk to your physician regarding this exposure. If your child develops chickenpox, he/she will be excluded from school until the rash has completely scabbed over and there are no new blisters appearing (usually 6 days after the start of the rash for healthy children). Please do not let him/her expose other persons in the neighborhood.

Thank you for your continued cooperation.

Sincerely,

Principal

School Nurse

LOS ANGELES UNIFIED SCHOOL DISTRICT
Student Health and Human Services

Anexo A

Student Chickenpox Notification Letter
(USE SCHOOL LETTERHEAD)

Fecha _____

Estimado padre, madre o tutor:

El motivo de esta carta es informarles que su niño(a) puede haber estado en contacto con el virus de la varicela en el plantel escolar.

La varicela se contrae a través de un virus y se caracteriza por síntomas tales como fiebre durante 3 a 4 días y un sarpullido que pica, el cual luego se transforma en ampollas que se secan y se convierten en costras al cabo de 4 a 5 días. El sarpullido puede ser la primera señal de la enfermedad, a veces junto con la fiebre. El virus se transmite de una persona a la otra por contacto directo o a través del aire. A pesar de que la varicela es generalmente leve, puede ser grave en los bebés, los adultos y las personas con inmunodeficiencia tales como aquellas que reciben medicamentos para la leucemia y/o el trasplante de órganos, entre otros.

La vacuna contra la varicela es eficaz para prevenir la enfermedad o reducir la gravedad de la misma si se administra dentro de los 3 a 5 días de haber sido expuesto a la enfermedad. Si usted tiene niños o adultos en su casa con inmunodeficiencia o que no están vacunados contra la enfermedad de la varicela, por favor consulte a su médico en lo que concierne al contacto. Si su niño(a) contrae varicela, será dispensado por motivos de salud durante 7 días como mínimo. Por favor evite que esté en contacto con otras personas en su vecindario. Muchas gracias por su constante colaboración.

Atentamente,

Director(a)

Enfermero(a) escolar

LOS ANGELES UNIFIED SCHOOL DISTRICT
Student Health and Human Services

Attachment B

(USE SCHOOL LETTERHEAD)

Date _____

Dear Employee:

This letter is to inform you of the presence of chickenpox in this school.

Chickenpox is caused by a virus and is characterized by an itchy rash, which then forms blisters that dry and become scabs in 4-5 days. The rash may be the first sign of illness, sometimes coupled with fever. Chickenpox develops within 10-21 days after contact with an infected person and is contagious 1-2 days before the rash appears and until all blisters have formed scabs. The virus spreads from person to person by direct contact or through air. Although chickenpox is usually mild, it may be severe in infants, adults and persons with impaired immune systems such as those on medications for leukemia and/or organ transplant.

The varicella vaccine is effective in preventing illness or reducing the severity of the disease if administered within 3-5 days of exposure to the disease. If you have any children or adults in your home with an impaired immune response or who are not immunized against chickenpox disease, please consult your physician regarding this exposure.

Sincerely,

Principal

School Nurse

LOS ANGELES UNIFIED SCHOL DISTRICT
Student Health and Human Services

Attachment C

(SAMPLE HEAD LICE NOTIFICATION LETTER)
(Please use School Letterhead)

Date _____

Dear Parent/Guardian:

Infestation with head lice is a common occurrence in the school and community. School nurses check children for lice and exclude those who are infested. Your support is very important and highly appreciated in helping to control this problem. We highly recommend you to check your child's hair, clothes, and bedding everyday for any signs of lice or nits. If you would like to consult the school nurse during school hours for screening or checking, please feel free to call.

Adult lice are tan or grayish-white and the size of a sesame seed. The nits (eggs) are silver-gray in color and are attached to the hair. They cluster around the hairline at the back of the neck, around the ears, and across the front and top area of the head.

Infestation by lice causes frequent itching of the scalp. If you suspect that your child or any family member has been infested with head lice, you may contact your physician. There are several over-the-counter treatments for head lice available from your pharmacist. It has been found that it may take more than one treatment to destroy the infestation. Carefully follow the directions given on the package to ensure proper treatment. Do not use insecticides, gasoline or other home preparations on your child's hair. Shaving the hair is not necessary. Children with lice infestation may return to school after appropriate treatment.

After treatment, a special nit removal comb should be used to remove all nits (eggs) from the hair. One inch of hair should be combed at a time for successful removal of the nits. A long absence from school is not necessary.

Yours sincerely,

Principal

School Nurse

Available on: _____
Days

LOS ANGELES UNIFIED SCHOL DISTRICT
Student Health and Human Services

Anexo C

(SAMPLE HEAD LICE NOTIFICATION LETTER)
(Please use School Letterhead)

Fecha _____

Estimado Padre de Familia/Tutor:

Un hecho que ocurre con frecuencia en la escuela y en la comunidad es la aparición de piojos que infestan la cabeza. La enfermera escolar examinará la cabeza de los niños para comprobar si están infestadas y excluirá a quienes tengan piojos. Su colaboración es muy importante y sumamente apreciada para ayudarnos a controlar este problema. Le recomendamos encarecidamente que revise el pelo, las ropas y la ropa de cama de su hijo todos los días por cualquier indicio de piojos o liendres. Si desea consultar con la enfermera escolar durante las horas de escuela para un examen o para control, no dude en llamar.

Los piojos adultos son de color tostado o entre grisáceo y blanco y del tamaño de una semilla de sésamo. Las liendres (huevos) son de color entre plateado y gris y están agarradas al pelo. Se amontonan alrededor de la raíz del pelo en la parte posterior del cuello, alrededor de las orejas, y en la parte de la frente y la parte de arriba de la cabeza.

La infestación causa frecuente picazón en el cuero cabelludo. Si sospecha que su hijo o algún miembro de su familia tiene la cabeza infestada con piojos, puede contactar a su médico. Hay varios tratamientos que se pueden comprar sin receta en la farmacia. Se ha descubierto que podría necesitarse más de un tratamiento para destruir la infestación. Siga las instrucciones del paquete cuidadosamente para asegurarse que aplica el tratamiento como es debido. No use insecticidas, gasolina u otra preparación casera en el pelo de su hijo. No es necesario que le afeite la cabeza. Los niños que han tenido la cabeza infestada con piojos pueden regresar a la escuela después de haber recibido un tratamiento apropiado.

Después del tratamiento, debe usarse un peine especial para despegar todas las liendres (huevos) que están agarradas al pelo. Hay que peinar una pulgada de cabello por vez para eliminar con éxito las liendres. No es necesaria una ausencia prolongada a la escuela.

Atentamente,

Director

Enfermera Escolar

Disponible el: _____
Días