

Independence School District Health Services

Bed Bugs Procedures

Procedures to follow if a bed bug is found:

1. Discreetly remove the individual from the classroom to the health clinic. Have a school nurse or other designated staff member examine the clothing and belongings. Any bugs found should be removed and placed in rubbing alcohol or alcohol-based hand sanitizer in a sealed container for identification; alternatively, use a small piece of transparent tape to stick the bug to a piece of paper. It is very important to confirm that the insect(s) are really bed bugs.
2. Inform the individual's parents/guardians including those applicable homes with blended families. The school nurse or administrator may contact the family and provide educational materials. A check should be made to see if the individual has any siblings attending area schools. If so, these facilities should be notified of the bed bug found, and the applicable school nurse should also check those students.
3. The school nurse will notify other building personnel on a need-to-know basis such as the building family school liaison and/or counselor for additional student/family support.
4. The school nurse will notify the director of health services who will in turn notify the below Departments (in the absence of the director of health services, the building administrator will be responsible for notification):
 - Notify the director of facilities. The director will access a pest inspector to first confirm specimens caught, inspect the affected areas in the facility, and make recommendations for next steps. Department procedures will be followed for usual cleaning of affected areas.
 - Notify the director of transportation to initiate internal department procedures for inspection and handling affected student discreetly while riding the bus.

- Notify director of neighborhood and family services to enact home and family education, support and home visits where appropriate.

5. Per Missouri Department of Health and State Guidelines, students should not be excluded from the classroom due to bed bugs, nor should the facility be closed.

6. Until there is cause to suspect the bedbug issue has been cleared from the home and the child has arrived to school with no signs of bed bugs for 10 school days:

^w The student will check in with the nurse or designated staff member each morning and be provided with plastic bags or bins in which to store belongings brought from home in order to prevent any bed bugs from spreading in the school. Spare textbooks may need to be provided to the student and left in the classroom.

^w If the student is found or suspected to have bed bugs on clothing, consider having a set of clean clothing at the school to facilitate a change of clothes for the student while at school. This will aid in decreasing risk of exposure for others in the building. If laundry facilities are available and per parent verbal consent as appropriate, the discarded clothes may be laundered in hot water and dried in a hot drier (120 degrees Fahrenheit or higher) for at least 20 minutes to kill any bed bugs. The clothing should be stored in a sealed plastic bag until placed in the washing machine. This is done per nursing judgment and only as time and resources permit.

7. Continue to monitor classrooms, common areas and individuals for bed bugs or complaints of bug bites.

8. Communicate findings and successes with school staff and parents, as appropriate per building administrator judgment.

Note: The school district may assist families to locate community resources; however, no cost will be assumed by the school district for insect treatment/eradication in the home to include replacing mattresses, or other personal effects.

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