Tri-County Community Council, Inc.

**Head Start/**

**Early Head Start**

Administrative Office

2499 Cypress Street

Westville, FL 32464

Phone 850.548.9900 Fax: 850.548.5644

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Head Start/Early Head Start Parent/Guardian:

 Your child, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, has been checked by center staff and found to have live head lice. Please treat your child for the lice with a recognized lice treatment available at most drug and discount stores or can be from a prescription from your child’s primary care physician.

 Make sure when you treat your child you also treat all areas of your home that could be infested. Be sure to include all stuffed animals and pets that live in your home. Once your child has been treated, comb and remove all nits from hair.

 After your child has been treated, bring the child to the Head Start/Early Head Start Center and wait while the designated staff member checks your child for live lice. You must also bring the box top of the solution used to treat your child’s hair. This is required before your child can return to Head Start/Early Head Start. A written release will be completed before you can leave your child.

 This procedure should not cause your child to miss more than 3 days of the Head Start/Early Head Start program. If you have any questions, please contact your child’s Center Coordinator or the Head Start/Early Head Start Health Services Coordinator.

Thank you for your help in this matter.

Sincerely,

Heath Services Coordinator

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