



METROPOLITAN SCHOOL DISTRICT OF PIKE TOWNSHIP

6901 Zionsville Road, Indianapolis, Indiana 46268 (317) 293-0393

Dear Parent or Guardian,

Today, a bed bug was found on your child or your child's belongings. We want to assure you that our staff is trained to identify bed bugs accurately, and this finding does not necessarily mean that your child brought the bed bug to school. However, it is essential for your child's health and the school community to take additional precautions at this time.

The environment inspection agreement, action plan, and education about bed bugs are enclosed. Your role in this process is crucial and greatly appreciated. Once you have reviewed the action plan and completed a home inspection, please complete the form below and return it to the school office the following morning.

Sincerely,

The Nurses at Pike Metropolitan School District

Environment Inspection and Action Plan Agreement

I have been informed that a bed bug was found on my child at school. I understand that bed bugs pose a threat to my child's well-being and the greater school community. I have read and understand the Bed Bug Action Plan and educational materials and: (select all that apply)

- I have checked my family and home for signs of bed bugs. (Small, reddish-brown insects, dark spots on bedding or furniture, and itchy, red bites on family members.)
- I have contacted a pest management professional to inspect my home for bed bugs.

After completing a careful inspection, I certify that to the best of my knowledge: (select one)

- I did not find signs of bed bugs in my home. If I see evidence of bed bugs in the future, I will notify the school immediately and take action to address the infestation.
- I have contacted a pest management professional and will provide proof of inspection or treatment once completed.

After seven days on the protocol or if bed bugs are found in the home with self-inspection, documentation of a professional home inspection will be required. If the Environment Inspection and Action Plan is not strictly adhered to, the school may take additional actions to protect the school community from bed bugs.

Parent Signature _____ Date _____



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Bed Bug Action Plan

Dear Parent or Guardian:

When a bed bug is discovered on your child or among their belongings, it is imperative to address the situation promptly, with the utmost consideration and discretion, for your child's well-being. To ensure a comprehensive approach to managing bed bugs within the school environment, the following action plan outlines your role following the 8540 Bedbugs Administrative Guidelines:

1. The student with suspected bed bugs will be taken to the clinic for the nurse to assess for indications of bed bugs on skin, clothing, and personal items
2. If bites or bugs are present, the parent/guardian will be notified of the incident and will be required to immediately bring in a complete change of dress code appropriate clothing in a sealed clear bin or bag (shirt, pants, socks, shoes, undergarments, and proper outerwear)
3. The nurse will cycle the supplied spare clothing in the dryer on high heat for 30 minutes. This high temperature and duration are known to kill bed bugs effectively.
4. The student will change into the dried clothing and return to class.
 - a. Clothing removed from the student will be placed in a sealed bag and sent home
5. It is advised that the parent provide transportation to and from school until cleared by the nurse
6. **Upon returning to school the following day, the student is to arrive with a complete set of sealed clothing**
 - a. **This clothing will be dried at home on high heat for 30 minutes. Clothing is to be immediately removed from the dryer and directly sealed in a clear plastic bin/bag without touching another surface**
7. Upon arrival at school, the student must go to the clinic to change into sealed clothing. Clothing worn to school will be sealed and sent home
8. The student will receive two sets of books: one for home and one for school. The student cannot bring a bookbag, notebooks, books, or binders from home to school. Students are to use a folder with only loose-leaf sheets of paper
9. **This protocol will be enforced daily. Once documentation is received, the student will be cleared when no further indications of bed bugs are noted on the skin, clothing, personal items, or home environment.**
10. Siblings attending district schools will also be assessed. Siblings will be required to follow the above protocol only if indications of bed bugs are found or if bed bugs are reported in the home

Professional inspections are available through the Marion County Health Department and can be scheduled online at marionhealth.org/programs/environmental-health or by phone at 317-221-2290.

We deeply appreciate your due diligence and collaboration in this process. Your cooperation is invaluable in ensuring ongoing education and safety during this time. Please contact *the school nurse or District Lead Nurse* with any additional questions or concerns.