



South Warwickshire University  
NHS Foundation Trust

## Orthoptic Department

Machen Eye Unit, Warwick Hospital  
Tel: 01926 600036 Option 4

### School Vision Test

Dear Parent / Legal Guardian

**We are writing to inform you that Vision Tests will be carried out at school within the next few weeks. It is important to detect vision problems early in childhood so that effective treatment may be given.**

#### **How is the test done?**

Vision is assessed using a matching letter test, whilst each eye is covered in turn. Children do not need to be able to read or even speak for the test to be carried out. If your child is unable to complete the test then they will be referred into the Hospital Eye Department.

#### **Who will do the test?**

The test will be carried out by an Orthoptist or an Orthoptist trained Health Care Professional.

#### **Does the parent need to attend?**

It is not necessary for parents to be present for the test. We encourage children to regard it as a normal part of their school day.

#### **What happens after the test?**

You will only be informed of the outcome if your child needs to be referred for further tests. If your child is found to have a reduced level of vision you will either receive a letter advising you to take them to a high street Optometrist or they will be referred directly into the Hospital Eye Department. In order to be able to provide you with this outcome letter, we will obtain your contact details from the school.

After this test, it is advised that your child is taken to an Optometrist for an annual eye checks. Eye tests are funded by the NHS for all children under the age of 16.

The vision test will form part of your child's Health Record and results will be sent to the Child Health Team.

#### **What if my child is absent from school?**

We advise you to take your child to a high street Optometrist.

#### **How to opt out?**

We recognise that there may be circumstances in which it would not be appropriate for your child to have the vision test, for example if your child is already under the care of the Hospital Eye Department.



Please complete and return this form to school if your child **DOES NOT** require a vision test.

Childs Name		DOB	
NHS Number			
School			
I have read this letter carefully and do not wish for my child to have a vision test at school.			
Please let us know why this would not be appropriate:			
My child already attends the Eye Department and does not require a test at school	Yes	No	
Other, please state			
Signed		Printed	
Relationship to child		Date	

#### Equality Statement

At South Warwickshire University NHS Foundation Trust we are fully committed to equality and diversity, both as an employer and as a service provider. We have a policy statement in our Equality Strategy that clearly outlines our commitment to equality for service users, patients and staff:

- You and your family have the right to be treated fairly and be routinely involved in decisions about your treatment and care. You can expect to be treated with dignity and respect. You will not be discriminated against on any grounds including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.
- You have a responsibility to treat other service users, patients and our staff with dignity and respect

#### Privacy notice

The legal basis for processing your child's information is:

- 'for the performance of a task carried out in the public interest or in the exercise of official authority' and
- 'medical diagnosis, the provision of health or social care or treatment or the management of health social care systems'

Full details of the Trust's Privacy Notice can be found at <https://www.swft.nhs.uk/privacy-policy>

Our information for patients can also be made available in other languages, Braille, audio tape, disc or in large print.

#### PALS

We offer a Patient Advice Liaison Service (PALS). This is a confidential service for families to help with any questions or concerns about local health services.

You can contact the service by the direct telephone line on 01926 600054 by email at [pals@swft.nhs.uk](mailto:pals@swft.nhs.uk) or by calling in person to the PALS Office which is located in the Lakin Road Entrance to the hospital.

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