

## Vision Screening Required Practice Guidelines

1. Ensure notification is provided to parents/guardians at least 10 days before vision screening is scheduled to take place.
2. A regular classroom (or room of similar size) should be dedicated for the vision screening. Please call Public Health if you have any questions regarding an appropriate space for this activity in your school.
3. The required space should not be a stage in an auditorium or a gym while other activities are occurring in the room at the same time.
4. The school must agree to provide the dedicated room for the entire day that staff is in the school. If a room has to be changed at the last minute the new space must still follow all of the same school practice guidelines.
5. The Principal should ensure that all teachers (including supply) are informed of the vision screening schedule and all student exclusion notes are forwarded to the office for Public Health staff to pick up upon arrival at the school.

**For more information contact Hastings Prince Edward Public Health**

Phone: 613-966-5500 ext. 680 | Toll-free: 1-800-267-2803 ext. 680 | TTY: 711 or 1-800-267-6511



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