



Lions Screen Kids Sight

Final Details To Confirm With School

1. Contact each school and go over the following items 7 - 10 days before a vision screening event.
2. Discuss any health safety protocols that may be used for this event, if needed.
3. Has the MOU been signed?
4. Confirm which grades will be vision screened.
5. Confirm the time that you should arrive.
6. Confirm the location(s) of the vision screening room and the color testing room.
7. Estimate the time it will take to complete the vision screening. (Use the estimated rate of 46 students/hour for each vision screening kit to be used.)
8. If you run into the lunch hour, can you stop and pick up after lunch to complete the screening? (only applies to larger schools)
9. Can you eat lunch at the school? (only applies to larger schools)
10. Tell the school approximately how many Lions are expected to attend.
11. Give the school an estimated number of tables and chairs required:
 - a. 2 tables & 4 chairs to be used for **Color Testing** for each vision screening kit
 - b. 1 table & 2 chairs for Tally Table
 - c. 3 chairs for **Vision Screening** for each vision screening kit
12. Are there any parking restrictions for Lions?
13. The general rule for lining up classes is: Have the next class coming to the screening area when the current class is half done.
14. This rule may change for small classes or for large schools where 3 Spot Screeners are in use
15. Have 3 X 5 index cards been filled out?
16. Have consent forms been signed and returned? (Only for private and pre-schools)
17. You will usually start with preK first, if there is a preK.
18. You will then screen kindergarten next.
19. Grades above kindergarten can go in any order.
20. Determine when pre-K and kindergarten will be color tested. It is possible that pre-K and kindergarten will be color tested and then immediately vision screened at the beginning of the day, to minimize the disruption that color testing can cause.

Version 7/22/24