**HOSPITAL or PROVIDER NAME/LOGO**

Hospital/provider address

Department of Orthoptics – Vision Screening Service

Contact details: phone number

11 July 2023 [date in this format]

Dear Parent/Carer of [child’s name]

**Information following vision screening**

We contacted you recently about vision screening for 4 to 5 year-old children. Your child has had the screening test and we are informing you of the result.

**Test carried out on:** 14 May 2023 and 26 June 2023 (dates in this format)

**Test carried out at:** name of school

**Vision screening outcome:** Your child **was not able to complete** the vision screening test. Please do not worry, some children find the test difficult to complete in school. Different tests can be used to check your child’s vision.

**Your child’s result**

As vision screening was not possible in school we recommend your child is seen by an eye specialist. Young children rarely complain about having reduced vision. If only one eye is affected it is even less likely to be noticed by you, your child or anyone else.

**Next steps** [please amend to reflect local arrangements]

We will send an appointment for your child to receive further tests. Rather than waiting for this, you may wish to phone to arrange the appointment yourself. To do this, please call the vision screening service on phone number. The appointment will be at name of hospital or community eye clinic or optometrist. When your child attends, they will be seen by an eye specialist. **It is important to take your child for this appointment.**

**More information**

You will be able to discuss any concerns with the eye specialist when you attend for your child’s appointment. If you have any questions before the appointment, or you do not receive an appointment within 2 weeks, please call the orthoptic department on phone number.

For more information visit [www.nhs.uk/childrens-eyes](http://www.nhs.uk/childrens-eyes)