

# Planning a Screening Session



## 1 Obtain Parental Permission

Parental permission is required to screen children. You can use and modify the permission note template in our school resources for this purpose.



## 2 Organise for staff and volunteers to help

Create a roster of staff and/ or parent and community volunteers to help supervise screening if possible.



## 4 Estimate how much time you will need

Each test takes 6-8 minutes. Allowing for changeover between students, each supervising adult can screen 4-5 students per hour.



## 3 Students can be screened in small groups

Up to four students can be screened in the same room at the same time provided they each have an adult to supervise them.



## 5 Schedule screening in a quiet room

Make sure a quiet room is available on the day scheduled for screening to minimise disruptions.