



**Children's Services**  
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## **Creating vision friendly inclusive environments for all children**

### **Vision friendly classroom environment**

<b>Access point</b>	<b>Yes</b>	<b>No</b>	<b>Reflection or any improvement to make. (If answered no.)</b>
Do I keep the layout of the classroom the same throughout the year?			
Are there any obstacles in the classroom causing obstructions?			
Are all light bulbs in place and do they all work?			
Do I use the lights and blinds to regulate the brightness in the classroom, aiming to provide an evenly lit, glare free environment?			
Do I present displays on paper with a matt finish rather than a shiny finish?			
Do I present information on notice boards on a contrasting background?			
Do I present displays using a clear simple layout?			
Do I present displays at a height to ensure that the children can read the information?			
When displaying notices, do I use black text at a minimum size of 14pt, in a simple font, e.g. arial or comic sans?			

## Vision friendly teaching approaches

Access point	Yes	No	Reflection or any improvement to make. (If answered no.)
Do I stand away from the window when teaching or speaking to the children, ensuring that I am not creating a silhouette?			
Have I positioned the desks and chairs so that where possible, there are opportunities for children who wear glasses to sit facing the front?			
Do I ensure that the children, who wear glasses, sit in the most optimum position to take part in distance tasks, e.g. smart board, flip chart, whiteboard?			
Do I verbalise what I am writing on the board?			
Do I write with a black pen on the board?			
Do I write in clear printed text on the board?			
Do I keep the layout of information simple and logical to access?			
If presenting teaching programmes on the smart board, do I seek to make adaptations to ensure the access is optimised, e.g. text in black, print size at minimum of 14 pt, layout simply and logically displayed?			
Do I speak to the children by name when they are taking part in class discussion or when they are answering questions?			
Do I present text on worksheets, handouts at minimum of 14pt, in black ink and in a simple font, e.g. arial or comic sans?			
Do I keep the layout on worksheets simply and clearly presented with visual clutter minimised?			
Do I ensure diagrams and pictures are of an accessible size? (e.g. not too small to be able to access the detail.)			

Do I ensure the graphics are presented with clear black outlines and clear labelling?			
Do I ensure text on diagrams and pictures are presented at the child's print specification?			
Do I avoid, if possible, situations where the children have to share worksheets and textbooks?			
Do I use a black pen to mark the children's work?			
Do I print comments alongside their work so that it is easy for them to read?			
Do I show small objects to the children from a distance and then pass them around to ensure they have an opportunity to examine the object more closely?			
Do the children write with black pen or pencil that gives good contrast to the page to ensure accessible read back of work?			