



King's Group Academies

Policy on Paying for Eyecare for Screen Users

Date adopted: 3 March 2020

Date reviewed:

Date of review: As required

Introduction

King's Group Academies (KGA) has a responsibility to assist with the costs of eyecare for members of staff who are frequent users of display screen equipment. This responsibility extends to paying for sight tests, and to providing basic glasses which are prescribed as specifically and solely necessary for display screen equipment use.

Specsavers Vouchers

A member of staff who uses a display screen often in the course of the role, and who wants to take up the offer of assistance with the cost of sight tests and glasses, should apply via the form at Annex 1 for a voucher to use at Specsavers. This will entitle the individual to a sight test and, if found to qualify, to a pair of glasses from Specsavers' designated range or to a discount from a more expensive pair of glasses.

This is the means by which KGA's academies will meet their responsibility. No reimbursement will be made for costs incurred other than through the Specsavers voucher scheme. A maximum of one voucher per year will be issued to any one member of staff. Vouchers are not transferable.

Appendix 1

Application Form

Please complete and return to Theo Marshall at theo.marshall@kingsacademies.uk, **with a copy to your Head/Principal.**

Your name:

Your role:

Your School/Academy:

Declaration: I declare that I use display screen equipment routinely in the performance of my role. I am applying for a Specsavers voucher under the terms of KGA's policy on paying for eyecare for screen users. I confirm that I have not received a voucher under the policy with the last 12 months.

Signed:

Date: