**KOHA reminder letter template for parents/ caregivers. Recommended to give at least 3 KOHA reminders to parents/ caregivers before the end of the school year.**

[Insert logo in header]

**English:**

Dear *[Enter Your School's Name]* Families of Kindergartners:

California law requires your kindergarten student to receive **an assessment of their oral health** as part of school readiness activities for kindergarten entry. This requirement also applies to those first grade public school students entering public school *for their first year.* An oral health assessment conducted the year prior to kindergarten also satisfies this requirement. A dentist or dental hygienist must complete the form. The form is attached here [attach form. [Link to form is here].](https://oralhealthsupport.ucsf.edu/sites/g/files/tkssra861/f/wysiwyg/KOHA_Assessment_Form_508_7.2022_ADA.pdf)

[Alternative text if cannot attach form: The form is in the **kindergarten enrollment packet, or you can ask the school staff for it, or download it here:** [**http://oralhealthsupport.ucsf.edu/scohr**](http://oralhealthsupport.ucsf.edu/scohr)**].**

It should be completed and turned into the school **at the beginning of the school year**. If you have not yet turned in the oral assessment, please do so as soon as possible. You can make an appointment with your child’s dentist, and bring the form to the appointment so the dentist can complete it. Then, turn it into the school office staff.

As a reminder, ***all children*** should visit the dentist at least once every 6 months for a cleaning and a check-up/oral exam. These twice yearly visits are covered by public and private dental insurance.

Thank you!

*[Sign off]*

**Spanish:**

[Insert logo in header]

Estimadas familias de niños del kínderde *[Enter Your School's Name]:*

La ley de California requiere que su estudiante del kínderreciba **una evaluación de la salud oral** como parte de las actividades de preparación escolar para ingresar al kinder. Este requisito también se aplica a aquellos estudiantes de primer grado de escuelas públicas que ingresan a la escuela pública para *su primer año*. Una evaluación de salud oral realizada el año anterior del kínder también cumple con este requisito. Un dentista o un higienista oral debe completar este formulario. Se adjunta el formulario [attach form. [Link to form is here](https://oralhealthsupport.ucsf.edu/spanish-scohr-forms)].

[Alternative text if cannot attach form: **El formulario se encuentra en el paquete de inscripción de kindergarten**, o puede solicitarlo al personal de la escuela, o descargarlo aquí: [**http://oralhealthsupport.ucsf.edu/spanish-scohr-forms**](http://oralhealthsupport.ucsf.edu/spanish-scohr-forms)**.]**

Debe completarse y entregarse a la escuela **al comienzo del año escolar**. Si no ha entregado la evaluación oral, por favor hágalo lo antes posible. Puede programar una cita con el dentista de su hijo y llevar el formulario a la cita para que el dentista pueda completarlo. Luego, entréguelo al personal de la oficina de la escuela.

Como recordatorio**, todos los niños deben visitar al dentista** **al menos una vez cada 6 meses** para una limpieza y un chequeo/examen bucal. Estas visitas bianuales están cubiertas por seguro dental público y privado.

¡Gracias!

*[Sign off]*