



2016-2017 School Year KSEP Data Entry Tools, Resources and Links

32 minute KSEP Tool training video: https://youtu.be/R_p5AjLOdzU

- For teachers new to the KSEP; also a refresher training for returning teachers.
- Begin watching at 3 minutes for details on KSEP data collection tools & the data entry process (note: the data entry process is a bit different from the FY16-17 school year).

3 minute KSEP Data Entry Video: <https://www.youtube.com/watch?v=NjP0gUwMjnU>

Pages 2-7 contain KSEP data entry tools. Below is a description of the tools:

- **Kindergarten Student Entrance Profile (KSEP) Form (2 pages, p.2-3):** This is a reference sheet of the 12 KSEP items and their respective rating categories. Print this form out and use it as a reference while you complete your KSEP observations during the first three weeks of school.
- **KSEP TRACKING CHART (2 pages, p. 4-5):** This is a tool to track KSEP observations of your students. Print this out double sided, list your student's names in the left column, and place it on a clipboard for easy use to track KSEP observations.
- **KSEP RATING TOOL (2 pages, p. 6-7):** This is a tool to develop your KSEP ratings during the fourth week of school. It should also be used as a reference when entering data into the online system as it contains all of the required data fields. Print it double sided and fill out all of the requested information. Student full name and date of birth are extremely important, see details below:
 - **STUDENT NAME:** Ensure student's full name is spelled correctly.
 - **STUDENT DATE OF BIRTH (DOB):** Please double check the date of birth and ensure it is correct.



1. Teachers Name:

2. School District Name:

3. School Name:

4. Class Type: Kindergarten Transitional Kindergarten

5. Student Name:

6. Student ID:

7. Student Home Language: English Spanish Other

8. Date rating completed (mm/dd/yyyy):

9. Languages used when making KSEP ratings: Mostly English Mostly Spanish English and Spanish Other language

10. Student Gender: Male Female

11. Student's DOB (mm/dd/yyyy):

12. Does child have an IEP? Yes, active IEP Yes, inactive IEP Never had an IEP

KSEP Item	Not Yet (1)	Emerging (2)	Almost Mastered (3)	Mastered (4)	Rating (1-4)
1. Seeks adult help when appropriate	When unable to complete tasks, does not seek and will not accept adult assistance <input type="radio"/>	When unable to complete tasks, does not seek but will accept adult assistance <input type="radio"/>	When unable to complete tasks, ask for assistance without being able to express a specific need <input type="radio"/>	When unable to complete tasks, seeks adult assistance and can express specific needs related to the tasks <input type="radio"/>	
2. Engages in cooperative play activities with peers	Rarely engages with other children and/or may use aggression to disrupt others' cooperative play <input type="radio"/>	Plays alongside other children, but does not engage in interactions with them <input type="radio"/>	Plays next to other children and may initiate conversations or share toys but actions are not part of an ongoing shared activity <input type="radio"/>	Engages with other children in ongoing shared activities (e.g. imaginative play, tag, blocks, etc.) <input type="radio"/>	
3. Exhibits impulse control and self-regulation	Unable to delay having wants and needs met <input type="radio"/>	Distracted by getting wants and needs met, yet able to be redirected by others <input type="radio"/>	Distracted by getting wants and needs met but redirects self <input type="radio"/>	Able to delay wants and needs until appropriate time <input type="radio"/>	
4. Maintains attention to tasks (attention focus, distractibility)	Does not sustain attention to tasks; is frequently distracted by external stimuli <input type="radio"/>	Stays with tasks for a short time but becomes easily distracted by external stimuli <input type="radio"/>	Distracted from tasks by external stimuli but can redirect self back to tasks after becoming distracted <input type="radio"/>	Consistently attends to tasks without becoming distracted by external stimuli <input type="radio"/>	
5. Is enthusiastic and curious about school	Is lethargic, unenthusiastic, and/or indifferent towards school activities and rarely responds to prompting <input type="radio"/>	Is not self-initiating to participate in school activities but will participate when prompted <input type="radio"/>	Shows some excitement and interest in school activities, but only for selected activities <input type="radio"/>	Expresses excitement and interest in participating in a wide range of school activities <input type="radio"/>	
6. Persists with tasks after experiencing difficulty (task persistence, coping with challenges)	Easily becomes visibly frustrated and quits with tasks when difficulty is encountered <input type="radio"/>	Persists with tasks for a short amount of time but quits when difficulty is encountered AND child does not respond to teacher's attempts at redirection <input type="radio"/>	Persists with tasks for a short amount of time but quits when difficulty is encountered BUT child does respond to teacher's attempts at redirection <input type="radio"/>	Usually persists with tasks until completed even after difficulty is encountered; no teacher redirection is needed <input type="radio"/>	

Kindergarten Student Entrance Profile (KSEP)

KSEP Item	Not Yet (1)	Emerging (2)	Almost Mastered (3)	Mastered (4)	Rating (1-4)
7. Recognizes own written name	Child cannot read or located name <input type="radio"/>	Child can find name after several attempts (recognizes first letter) <input type="radio"/>	Child identifies own name in routine settings <input type="radio"/>	Child can consistently find name even in new situations <input type="radio"/>	
8. Demonstrates expressive verbal abilities	Communicated primarily in a nonverbal way or using one word utterances <input type="radio"/>	Expresses self in simple 3-4 word phrases <input type="radio"/>	Expresses self in 5-6 word sentences <input type="radio"/>	Child clearly communicated using fuller, more complex sentences <input type="radio"/>	
9. Understands that numbers represent quantity	Does not know numbers <input type="radio"/>	Knows numbers but does not associate numbers to objects in one-to-one fashion <input type="radio"/>	Demonstrates number-object correspondence when counting objects, assigning one number per object <input type="radio"/>	Can select an accurate amount of objects upon request (e.g., can provide 4 blocks upon request) <input type="radio"/>	
10. Writes own name	Unable to do <input type="radio"/>	Scribble-writes first name with some letter-like form <input type="radio"/>	Writes first name with letters and some phonetically appropriate letter/sounds (e.g. first letter) <input type="radio"/>	Writes first name phonetically correct, exact spelling and capital letters not required <input type="radio"/>	
11. Recognizes colors	Can name 0-4 colors Red Yellow Green Blue Orange Purple Brown Black Pink White Gray <input type="radio"/>	Can name 5-8 colors Red Yellow Green Blue Orange Purple Brown Black Pink White Gray <input type="radio"/>	Can name 9-10 colors Red Yellow Green Blue Orange Purple Brown Black Pink White Gray <input type="radio"/>	Can name all 11 colors Red Yellow Green Blue Orange Purple Brown Black Pink White Gray <input type="radio"/>	
12. Recognizes shapes	Can name 0-1 primary shapes Square Circle Rectangle Triangle <input type="radio"/>	Can name 2 primary shapes Square Circle Rectangle Triangle <input type="radio"/>	Can name 3 primary shapes Square Circle Rectangle Triangle <input type="radio"/>	Can name all 4 primary shapes Square Circle Rectangle Triangle <input type="radio"/>	
KSEP Rating Categories	Immediate Follow-up 12-24 <input type="radio"/>	Month Monitor 25-35 <input type="radio"/>	Quarterly Monitor 36-43 <input type="radio"/>	Ready to Go 44-48 <input type="radio"/>	

Comments:

KSEP TRACKING CHART

Student	1. Seeks help	2. Cooperative play	3. Impulse control	4. Maintains attention	5. Enthusiastic & curious	6. Persists after difficulty	7. Recognizes own name	8. Expressive abilities	9. Numeric quantity	10. Writes own name	11. Colors Red	Yellow	Blue	Green	Orange	Purple	Brown	Black	Pink	White	Gray	12. Shapes Circle	Triangle	Square	Rectangle	Mostly or all English	Mostly or all Spanish	Both English and Spanish
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B

KSEP TRACKING CHART

Student	1. Seeks help	2. Cooperative play	3. Impulse control	4. Maintains attention	5. Enthusiastic & curious	6. Persists after difficulty	7. Recognizes own name	8. Expressive abilities	9. Numeric quantity	10. Writes own name	11. Colors	Red	Yellow	Blue	Green	Orange	Purple	Brown	Black	Pink	White	Gray	12. Shapes	Circle	Triangle	Square	Rectangle	Mostly or all English	Mostly or all Spanish	Both English and Spanish
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		
											R	Y	B	G	O	P	Br	Bl	Pk	W	Gr	C	T	S	R	E	S	B		

KSEP RATING TOOL

TEACHER:

SCHOOL:

Enter student information and KSEP rating information (1-4) for each of the 12 items.

# of Students	Student Name Last, First	1. Seeks Help	2. Cooperative play	3. Impulse control	4. Maintains attention	5. Enthusiastic & curious	6. Persists after difficulty	7. Recognizes own name	8. Expressive abilities	9. Numeric quantity	10. Writes own name	11. Recognizes colors	12. Recognizes shapes	TOTAL KSEP SCORE
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
11														
12														
13														
14														

KSEP Rating Categories

Not Yet=1

Emerging=2

Almost Mastered=3

Mastered=4

KSEP RATING TOOL continued

# of Students	Student Name Last, First	1. Seeks Help	2. Cooperative play	3. Impulse control	4. Maintains attention	5. Enthusiastic & curious	6. Persists after difficulty	7. Recognizes own name	8. Expressive abilities	9. Numeric quantity	10. Writes own name	11. Recognizes colors	12. Recognizes shapes	TOTAL KSEP SCORE
15														
16														
17														
18														
19														
20														
21														
22														
23														
24														
25														
26														
27														
28														

KSEP Rating Categories

Not Yet=1

Emerging=2

Almost Mastered=3

Mastered=4