

**International Early Learning Study (IELS)
Field Test Data Collection and Main Study
Recruitment**

OMB# 1850-0936 v.4

**National Center for Education Statistics (NCES)
U.S. Department of Education
Institute of Education Sciences
Washington, DC**

**April 2017
revised August 2017**

Table of Contents

Appendix A: Recruitment Materials

State Recruitment Letter-Main Study.....	A-1
IELS Study Brochure-Field Test and Main Study.....	A-2
School District Recruitment Letter-Field Test.....	A-4
School District Recruitment Letter-Main Study.....	A-6
School Administrator Recruitment Letter-Field Test.....	A-8
FAQs for School Administrators-Field Test.....	A-10
School MyIELS.us Registration Email-Field Test.....	A-12
Gaining Cooperation Email Template Difficult to Reach Principal-Field Test and Main Study.....	A-13
Gaining Cooperation Email Template School Staff Considering Participation-Field Test and Main Study.....	A-15
Gaining Cooperation Email Template Follow-up to Address Concerns-Field Test and Main Study.....	A-17
Gaining Cooperation Email Template Follow-up after Cooperation Achieved-Field Test and Main Study.....	A-18
School Administrator Letter Main Study Main Study.....	A-19
FAQ for School Administrators-Main Study.....	A-21
MyIELS.us Registration Email Main Study.....	A-23
The U.S. IELS Team.....	A-23
FAQ for Teachers-Field Test.....	A-24
FAQ for Teachers-Main Study.....	A-26
Summer Email for School Coordinators-Main Study.....	A-28

Appendix B: Sampling Materials, Consent, Nonresponse Follow-up, and Thank You Letters

School Coordinator Email Announcing E-Filing-Field Test.....	B-1
School Coordinator Mailing-Field Test and Main Study.....	B-2
Parent Consent Module of MyIELS-Field Test and Main Study.....	B-3
Notification Letter for Parents-Field Test.....	B-5

Implicit Consent Letter for Parents-Field Test.....	B-6
Implicit Consent Form for Parents-Field Test.....	B-7
Explicit Consent Letter for Parents-Field Test.....	B-8
Explicit Consent Form for Parents-Field Test.....	B-9
FAQ for Parents-Field Test.....	B-10
Parent MyIELTS.us Registration Postcard-Field Test.....	B-12
Teacher Questionnaire Invitation Email-Field Test.....	B-14
First Reminder Email for Teachers-Field Test and Main Study.....	B-15
Second Reminder Email for Teachers-Field Test and Main Study.....	B-16
Third Reminder Email for Teachers-Field Test and Main Study.....	B-17
Fourth Reminder Email for Teachers-Field Test and Main Study.....	B-18
Final Reminder Email for Teachers-Field Test and Main Study.....	B-19
Deadline Extension Email for Teachers-Field Test and Main Study.....	B-20
First Reminder Email for Parents-Field Test and Main Study.....	B-21
Second Reminder Email for Parents-Field Test and Main Study.....	B-22
Third Reminder Email for Parents-Field Test and Main Study.....	B-23
Fourth Reminder Email for Parents-Field Test and Main Study.....	B-24
Final Reminder Email for Parents Field Test and Main Study.....	B-25
Deadline Extension Email for Parents-Field Test and Main Study.....	B-26
Thank You Letter Principal-Field Test and Main Study.....	B-27
Thank You Letter School Coordinator-Field Test and Main Study.....	B-28
Thank You Letter Teachers-Field Test and Main Study.....	B-29
Thank You Letter Parents-Field Test and Main Study.....	B-30
School Coordinator Email Announcing E-Filing-Main Study.....	B-31
Notification Letter for Parents-Main Study.....	B-32
Implicit Consent Letter for Parents-Main Study.....	B-33
Implicit Consent Form for Parents-Main Study.....	B-34

Explicit Consent Letter for Parents-Main Study.....	B-35
.....	
Explicit Consent Form for Parents-Main Study.....	B-36
.....	
FAQ for Parents-Main Study.....	B-37
.....	
Parent MyIELS.us Registration Postcard-Main Study.....	B-39
.....	
Teacher Questionnaire Invitation Email-Main Study.....	B-41
.....	

Spanish-Language Parent Consent Materials-Field Test

Carta de notificación para padres o madres-Prueba inicial.....	B-42
.....	
Carta de consentimiento implícito para padres o madres-Prueba inicial.....	B-44
.....	
Formulario de Consentimiento Implícito para Padres o Madres-Prueba inicial.....	B-46
.....	
Carta de consentimiento explícito para padres o madres-Prueba inicial.....	B-47
.....	
Formulario de consentimiento explícito para padres o madres-Prueba inicial.....	B-49
.....	
Preguntas más frecuentes de los padres o tutores sobre la prueba inicial.....	B-50
.....	

Appendix A

Except for school district and state IELS letters, all materials in this appendix will be used for both public and private schools.

State Recruitment Letter- Main Study

[Date]

[Title] [Name First] [Name Last]

[Title/Department]

[State]

[Address 1]

[Address 2]

[City], [State] [Zip code]

Dear [Title] [Name Last]:

I am writing to inform your district about an important new study: the **International Early Learning Study (IELS)**. This study of 5-year-olds will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school. I believe this is an extraordinary opportunity for us to learn more about children at this formative age.

The United States and other countries will conduct the study in the fall of 2018. *Some schools in your state have been randomly selected to participate in IELS, and I am writing to ask your agency to support the participation of those schools.*

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget (OMB) has approved the data collection under OMB #1850-0936. Study findings will not identify participating districts, schools, students, or individual staff. Please see the enclosed brochure for information about data confidentiality. While IELS is voluntary, your support of school participation in your state is invaluable so that the United States has a representative sample of schools across the country.

Within the next few weeks, a representative from Westat will contact sampled school districts and schools to discuss participating in the IELS main study. We are in contact with your state assessment director to try to ensure that we are not conflicting with other state efforts and that districts and schools understand how the IELS fits in with other data collections conducted by NCES. In the meantime, if you have questions about the study, please do not hesitate to call Mary Coleman at NCES at (202) 245-8382 or send an email to Mary.Coleman@ed.gov. You may also get more information by visiting the IELS website at <https://nces.ed.gov/surveys/iels>.

Thank you for your time and support.

Sincerely,

Peggy Carr, Ph.D.
Acting Commissioner

cc: [State assessment coordinator name]
Enclosures

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

IELS Study Brochure- Field Test and Main Study

IELS Study Brochure

- What do our children know and what can they do when they're entering elementary school?
- What factors influence children's early learning and development *before* they enter school?
- Are there lessons the U.S. can learn from other countries to improve early childhood education?

A new study gives us an extraordinary opportunity to learn more about children at this formative age. The International Early Learning Study (IELS) will provide important information about what 5-year-old children in different countries and learning environments know and can do as they enter elementary school. The study will give us new insights about children's abilities in language and literacy, mathematics, self-regulation, and social emotional skills. It also collects information from educators and parents/guardians about children's early childhood education and care experiences, home learning environments, and demographic characteristics to examine how these factors are related to children's development.

Why is this early learning study important?

IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

Who develops and administers the study?

IELS is coordinated by the Organization for Economic Cooperation and Development (OECD) and conducted in the U.S. by the National Center for Education Statistics (NCES) within the U.S. Department of Education. The study is developed through a collaborative process involving input from U.S. and international education experts to make sure the materials are appropriate for each country's young children. The study is administered in the U.S. on behalf of NCES by Westat, a U.S. based research firm.

Who participates in IELS?

A nationally-representative sample of 5-year-olds enrolled in U.S. public and private schools participates in IELS, along with their peers in other countries. Parents/guardians and teachers of selected students are also asked to complete a questionnaire as part of the study. Participation in IELS is voluntary, yet critically valuable and important.

What is involved for students?

IELS is a play-based study conducted with tablets. Children will be asked to point to pictures, consider situations, and complete game-like tasks. They do not need to prepare in advance to participate in the study. The assessment is conducted one-on-one with trained staff who have experience working with children. The study is untimed and will be split across two days to minimize time away from regular classroom activity. Children will be allowed to take breaks as needed. In our experience, the study takes about 30 minutes each day and children enjoy participating.

What is required of schools and teachers?

School administrators are asked to agree to their students' and teachers' participation in the study, and to appoint a staff person who will help coordinate activities within the school. Teachers of students who participate in the study are asked to complete a brief survey about their professional background and the skills and abilities of those specific students. School staff will *not* be asked to administer the study. Trained IELS staff will facilitate the assessment and bring all required materials to the school.

What role do parents have in the study?

One parent or guardian of each student who participates in the study will be asked to complete a brief survey. The questionnaire asks demographic questions as well as questions about their child's early learning environment, such as whether parents read to their child and whether the child participates in enrichment programs. It also asks questions about their child's social skills and participation in child care.

Will the names of participants and their responses be kept confidential?

Results will not identify participating states, districts, schools, students, educators, or parents/guardians. All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Where can I find more information?

Visit the IELS website at <https://nces.ed.gov/surveys/iels>.

For additional questions about IELS, contact the IELS U.S. home office at 1-855-299-1398 or email IELSHelp@westat.com.

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). The U.S. Office of Management and Budget (OMB) has approved this data collection under OMB #1850-0936.

School District Recruitment Letter- Field Test

Date]
[Title] [Name First] [Name Last], [Title/Department]
[School District]
[Address 1]
[City], [State] [Zip code]

Dear [Title] [Name Last]:

I am writing to inform your district about an important new study: the **International Early Learning Study (IELS)**. This study of 5-year-olds will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school. I believe this is an extraordinary opportunity for us to learn more about children at this formative age.

The U.S. and several other countries will conduct a field test for IELS in the fall of 2017 in order to prepare for the main study in 2018. *Some schools in your district have been randomly selected to participate in the field test, and I am writing to ask your district to support the participation of those schools.* The purpose of the field test is to refine operational processes. It is also to try out new questions to ensure they accurately measure children's knowledge and skills and are unbiased toward U.S. students.

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize children's time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating. Teachers of students selected for the study will be asked to complete a questionnaire, which includes questions about their professional background (about 3 minutes to complete) and the skills and abilities of the students selected for the study (about 5 minutes per child, with an average of 4 students per teacher). Parents will also be asked to complete a short survey.

We are asking you to encourage your school(s) to participate in this vital phase, which will take place this year in November and December. As a thank you, each participating school in your district will receive \$200 and each school's IELS school coordinator (i.e., a school staff person designated to liaise with IELS staff) will also receive \$200 for their time and effort. Selected teachers will receive \$40 for completing the questionnaire, and parents asked to complete the survey will receive \$20. Each student who participates will receive a sticker or a pencil. Schools that participate in the 2017 field test will not be selected again for the main study in fall 2018.

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget (OMB) has approved the data collection under OMB #1850-0936. Study findings will not identify participating districts, schools, students, or individual staff. Please see the enclosed FAQ for information about data confidentiality. While IELS is voluntary, your support of school participation in your district is invaluable so that the United States has a representative sample of schools across the country.

Within the next few days, a representative from Westat will contact the following school or schools in your district that have been selected for the field test: **[LIST SAMPLED SCHOOLS HERE...]**. Please include the IELS field test administration window (November to December 2017) on your district test calendar.

IELS is described in more detail in the enclosed materials. If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by contacting Mary Coleman at NCES at (202) 245-8382 or Mary.Coleman@ed.gov, or by visiting the IELS website at <https://nces.ed.gov/surveys/iels>.

Thank you for your time and for supporting this important international education study.

Sincerely,

Peggy Carr, Ph.D.
Acting Commissioner

Enclosures

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

School District Recruitment Letter- Main Study

[Date]
[Title] [Name First] [Name Last], [Title/Department]
[School District]
[Address 1]
[City], [State] [Zip code]

Dear [Title] [Name Last]:

I am writing to inform your district about an important new study: the **International Early Learning Study (IELS)**. This study of 5-year-olds will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school. I believe this is an extraordinary opportunity for us to learn more about children at this formative age.

The U.S. and several other countries will participate in IELS in the fall of 2018. *Some schools in your district have been randomly selected to participate in the study, and I am writing to ask your district to support the participation of those schools.*

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize children's time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating. Teachers of students selected for the study will be asked to complete a questionnaire, which includes questions about their professional background (about 3 minutes to complete) and the skills and abilities of the students selected for the study (about 5 minutes per child, with an average of 4 students per teacher). Parents will also be asked to complete a short survey.

We are asking you to encourage your school(s) to participate in IELS, which will take place this year in October and November. As a thank-you, each participating school in your district will receive \$200 and each school's IELS school coordinator (i.e., a school staff person designated to liaise with IELS staff) will also receive \$200 for their time and effort. Selected teachers will receive \$40 for completing the questionnaire, and parents asked to complete the survey will receive \$20. Each student who participates will receive a sticker or a pencil.

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget (OMB) has approved the data collection under OMB #1850-0936. Study findings will not identify participating districts, schools, students, or individual staff. Please see the enclosed FAQ for information about data

confidentiality. While IELS is voluntary, your support of school participation in your district is invaluable so that the United States has a representative sample of schools across the country.

Within the next few days, a representative from Westat will contact the following school or schools in your district that have been selected for the study: **[LIST SAMPLED SCHOOLS HERE...]**. Please include the IELS assessment window (October to November 2018) on your district test calendar.

IELS is described in more detail in the enclosed materials. If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by contacting Mary Coleman at NCES at (202) 245-8382 or Mary Coleman@ed.gov, or by visiting the IELS website at <https://nces.ed.gov/surveys/iels>.

Thank you for your time and for supporting this important international education study.

Sincerely,

Peggy Carr, Ph.D.
Acting Commissioner

Enclosures

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

School Administrator Recruitment Letter- Field Test

Date]
[Title] [Name First] [Name Last], [Title/Department]
[School District]
[Address 1]
[City], [State] [Zip code]

Dear [Title] [Name Last]:

I am writing to inform your school about an important new study: the **International Early Learning Study (IELS)**. This study of 5-year-olds will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school. I believe this is an extraordinary opportunity for us to learn more about children at this formative age.

The U.S. and several other countries will conduct a field test for IELS in the fall of 2017 in order to prepare for the main study in 2018 *Your school is one of 30 across the U.S. that has been selected to take part in the IELS field test between November and December.* The purpose of the field test is to refine operational processes. It is also to try out new questions to ensure they accurately measure children's knowledge and skills and are unbiased toward U.S. students.

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize children's time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating. Teachers of students selected for the study will be asked to complete a questionnaire, which includes questions about their professional background (about 3 minutes to complete) and the skills and abilities of the students selected for the study (about 5 minutes per child, with an average of 4 students per teacher). Parents will also be asked to complete a short survey.

To thank you for help with this vital phase of the study, your school will receive \$200. The individual you appoint as the IELS school coordinator (i.e., a school staff person designated to liaise with IELS staff) will also receive \$200 for their time and effort. Selected teachers will receive \$40 for completing the questionnaire, and parents asked to complete the survey will receive \$20. Each student who participates will receive a sticker or a pencil. Schools that participate in the 2017 field test will not be selected again for the main study in 2018.

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES.

The U.S. Office of Management and Budget (OMB) has approved the data collection under OMB #1850-0936. Study findings will not identify participating districts, schools, students, or individual staff. Please see the enclosed FAQ for information about data confidentiality.

Within the next few days, a representative from Westat will contact you to discuss your participation. While the study is voluntary, we ask you to support participation in your school so that the U.S. has a representative sample of schools and we can ensure a fair and valid assessment for all U.S. 5-year-olds.

IELS is described in more detail in the enclosed materials. If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com . You may also get more information about this study by contacting Mary Coleman at NCES at (202) 245-8382 or Mary.Coleman@ed.gov, or by visiting the IELS website at <https://www.MyIELS.us/>.

Thank you for your time and for supporting this important international education study.

Sincerely,

Peggy Carr, Ph.D.
Acting Commissioner

Enclosures

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

FAQs for School Administrators- Field Test

International Early Learning Study

FREQUENTLY ASKED QUESTIONS

Information for School Administrators

What is the International Early Learning Study (IELS)?

IELS is an international study that provides important information about what 5-year-old children in different countries and learning environments know and can do as they enter elementary school. The study provides important information about children's abilities in language and emergent literacy, mathematics and numeracy, self-regulation, and social emotional skills. It also collects information from educators and parents/guardians about children's early childhood education and care experiences, home learning environments, and demographic characteristics to examine how various factors are related to children's development. The U.S. Department of Education's National Center for Education Statistics (NCES) facilitates our country's participation in IELS.

Why is IELS important?

IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

What is the field test for? Why should my school and students participate?

The IELS field test (a small-scale, trial run of the study) is being conducted in every participating country. Field-testing the study among a diverse sample of 5-year-olds from a variety of schools, locations, and backgrounds ensures that the assessment wording and the concepts assessed are not regionally, culturally, or socially biased. Participants will provide essential feedback to improve the study and help ensure that IELS provides an accurate picture of what U.S. 5-year-olds know and can do.

Are there incentives for participating schools?

Yes. NCES will provide \$200 to schools that participate in the field test. NCES will also provide \$200 to school coordinators who serve as the point of contact for each school.

Why was my school selected for the field test? Will my school also participate in the main study?

Your school was selected as part of a nationally-representative sample of U.S. public and private schools. Approximately 475 students, from about 30 schools, will participate in the field test. Your school will not be asked to participate in both the field test and main study.

Will all of our 5-year-old students be asked to participate?

Up to 19 students will be randomly selected to take part in the study from each participating school. In very small schools, all 5-year-old students may be asked to participate. Students with disabilities and English Language Learners may be excused

if a limited set of accommodations provided by IELS study staff do not provide adequate support to enable their participation.

When and where will the field test being conducted?

NCES will work with Westat, a research organization, to conduct the field test in November and December 2017. The study will be conducted in participating schools. The assessment space needs to be able to accommodate the students and IELS staff.

Who will be responsible for administering the study to students?

Trained IELS staff will provide all required materials and conduct the study with students. Exceptions will be made for students with IEP accommodations who may require the assistance of school personnel (e.g., if a student works one-on-one with an aide).

What is involved for students?

IELS is a play-based study conducted with tablets. Children will be asked to point to pictures, consider situations, and complete game-like tasks. They do not need to prepare in advance. The assessment is conducted one-on-one with trained staff who have experience working with children. The study is untimed and will be split across two days to minimize time away from regular classroom activity. Children will be allowed to take breaks as necessary. The study takes about 30 minutes each day and children enjoy participating.

What happens if a child refuses to participate?

All participation is voluntary. Children can skip any question they do not want to answer. Any child who does not wish to work with IELS staff will not have to.

What is involved for teachers and parents/guardians?

Teachers of students selected for the study will be asked to complete a questionnaire, which includes questions about their professional background (about 3 minutes to complete) and the skills and abilities of the students selected for the study (about 5 minutes per child, with an average of 4 students per teacher). One parent/guardian of each participating student will also be asked to complete a brief questionnaire. Teachers will receive \$40 and parents/guardians will receive \$20 to thank them for their time and effort.

Will the names of participants and their responses be kept confidential?

Individual children's performance will not be shared with teachers, the school, or the district in any way. Individual responses will be combined with those from other participants to produce summary statistics and reports. All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). All field staff and other staff working on the study have signed an affidavit of non-disclosure where they swear to abide by this law.

Where can I find more information?

For additional information, call the IELS information number, 1-855-299-1398, or send an email to IELSHelp@westat.com. You may also learn more about the study by visiting the IELS website at <https://www.MyIELS.us/>.

School MyIELS.us Registration Email- Field Test

MyIELS School Registration Email

Dear [insert school coordinator title and last name]:

Thank you again for participating in the IELTS 2018 field test, taking place in the fall of 2017. To keep you informed of new information about IELTS as well as steps for preparing for the study, we have developed a website for school coordinators called MyIELS (<https://www.MyIELS.us>). This is a secure site with content tailored to each individual school.

Below is your Registration ID. You will use this the first time you visit MyIELS to create your own username and password.

MyIELS REGISTRATION ID: **<INSERT REGISTRATION ID>**

The registration ID supports multiple users, though each user will need to provide their own registration information (e.g., name, email, phone, address).

If you need technical assistance at any time, please do not hesitate to contact the IELTS help desk at 1-855-299-1398, or via email at IELSHelp@westat.com.

We look forward to working with you.

Sincerely,

The U.S. IELTS Team

Gaining Cooperation Email Template Difficult to Reach Principal- Field Test and Main Study

Dear [Principal Name]:

My name is [your name] and I have recently been trying to reach you to discuss a new, important study, the International Early Learning Study (IELS). Your [secretary, administrative assistant, receptionist] has been very gracious in receiving my calls and suggested I use email.

Below is a brief overview of IELS. [I spoke with (DISTRICT/DIOCESE SUPERINTENDENT NAME), superintendent of the (DISTRICT/DIOCESE NAME), about your school's selection for IELS. (He/She) approved my contacting you directly.]

[CHOOSE APPROXIMATELY FIVE BULLETS FROM THE LIST BELOW.]

5-year-old students take a play-based assessment administered on tablets of Emerging Literacy, Emerging Numeracy, Empathy and Trust, and Self-Regulation;

IELS provides all materials, including tablets;

Local IELS staff administers the assessment;

IELS schedule consists of one hour of assessment time, with additional time built into the schedule for rapport building, practice sessions, and breaks;

Student and school names will not be published in any reports;

Teachers are not required to be present;

IELS staff have submitted to an FBI fingerprint clearance and signed a pledge of confidentiality;

Your school was selected by the National Center for Education Statistics (NCES) because of a variety of factors, including geographic location, religious orientation (if any), school size, and the makeup of the special school population you serve;

We NEED representation from all types of schools in the United States—public, Catholic, Amish, Christian, Jewish, and independent private schools;

There will be NO individual student assessment scores reported;

Your secretary, or a designee, can provide the demographics of the students and we will provide a sample parent letter for you to distribute to sampled students;

There is no cost involved—in fact, the school, the school coordinator, teachers, and the parents will all receive a monetary incentive for participation; and

Since INCLUSION is an important aspect of education today I hope you will not exclude [SCHOOL NAME] 5-year-old students from participating in this international program.

Please identify a convenient time when we can discuss your IELTS participation. If you would rather appoint another staff member to serve as the contact, I would be glad to work with that person to make arrangements. Either way, please inform [SECRETARY NAME], and I will call (him/her) next [DAY OF WEEK] to set an appointment.

For more information about IELTS, visit <http://nces.ed.gov/surveys/IELS>. If you have questions, please feel free to contact me.

Sincerely,

IELS Representative Telephone number Email address

Gaining Cooperation Email Template School Staff Considering Participation- Field Test and Main Study

Dear [Name]:

Thank you for taking your valuable time to speak with me today concerning (SCHOOL'S NAME) participation in IELS 2017. As you will be speaking with (your teachers, your board, etc.) about the assessment, I am including a brief overview of what the assessment involves as well as attaching some brochures for you to pass along. As we discussed, your staff's time involvement is minimal, but their support is vital.

Key Information about IELS:

[CHOOSE APPROXIMATELY FIVE BULLETS FROM THE LIST BELOW.]

- 5-year-old students take a play-based assessment administered on tablets of Emerging Literacy, Emerging Numeracy, Empathy and Trust, and Self-Regulation;
- IELS provides all materials, including tablets;
- Local IELS staff administers the assessment;
- IELS schedule consists of one hour of assessment time, with additional time built into the schedule for rapport building, practice sessions, and breaks;
- Student and school names will not be published in any reports;
- Teachers are not required to be present;
- IELS staff have submitted to an FBI fingerprint clearance and signed a pledge of confidentiality;
- Your school was selected by the National Center for Education Statistics (NCES) because of a variety of factors, including geographic location, religious orientation (if any), school size, and the makeup of the special school population you serve;
- We NEED representation from all types of schools in the United States—public, Catholic, Amish, Christian, Jewish, and independent private schools;
- There will be NO individual student assessment scores reported;
- Your secretary, or a designee, can provide the demographics of the students and we will provide a sample parent letter for you to distribute to sampled students;
- There is no cost involved—in fact, the school, the school coordinator, and the parents will all receive an incentive for participation;

Since INCLUSION is an important aspect of education today I hope you will not exclude [SCHOOL NAME] 5-year-old students from participating in this international program.

If you have questions or need additional information, please feel free to contact me. I will contact you on (INSERT DATE) to obtain the contact information for the person you designate to help with assessment arrangements.

For more information about IELS, visit <http://nces.ed.gov/surveys/IELS>.

Sincerely,

IELS Representative Telephone number Email address

Gaining Cooperation Email Template Follow-up to Address Concerns- Field Test and Main Study

Dear [Principal Name]:

Thank you so much for taking the time to speak with me today. I am writing to recap some of the details of our discussions today and to provide more information about [INSERT CONCERN]

IELS is an important study of international education and is a great opportunity for (School Name) to contribute to the interests of the broader educational community.

Please visit <http://nces.ed.gov/surveys/IELS> for more information, or contact me with any questions. I will telephone you again in a few days and look forward to working with you.

Sincerely,

IELS Representative Telephone number Email address

Gaining Cooperation Email Template Follow-up after Cooperation Achieved- Field Test and Main Study

Dear [Principal Name]:

Thank you for taking your valuable time to speak with me today concerning (SCHOOL'S NAME) participation in the IELS assessment. I am so pleased that your school will be representing thousands of similar schools across the nation. As we discussed, your staff's time involvement is minimal, but their support is vital. To recap our discussions today:

I look forward to working with you and your staff. I will contact (SCHOOL COORDINATOR NAME) [INSERT DATE OR TIMEFRAME] to discuss the assessment and make preliminary arrangements. In the meantime, please feel free to contact me with questions, or logon to <http://nces.ed.gov/surveys/IELS> for more information about next steps.

Sincerely,

IELS Representative Telephone number Email address

School Administrator Letter Main Study Main Study

Date]
[Title] [Name First] [Name Last], [Title/Department]
[School District]
[Address 1]
[City], [State] [Zip code]

Dear [Title] [Name Last]:

I am writing to inform your school about an important new study: the **International Early Learning Study (IELS)**. This study of 5-year-olds will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school. I believe this is an extraordinary opportunity for us to learn more about children at this formative age.

The U.S. and several other countries will participate in IELS in the fall of 2018. *Your school is one of 200 across the U.S. that has been selected to take part in the study between October and November of this year.*

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize children's time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating. Teachers of students selected for the study will be asked to complete a questionnaire, which includes questions about their professional background (about 3 minutes to complete) and the skills and abilities of the students selected for the study (about 5 minutes per child, with an average of 4 students per teacher). Parents will also be asked to complete a short survey.

To thank you for participating, your school will receive \$200. The individual you appoint as the IELS school coordinator (i.e., a school staff person designated to liaise with IELS staff) will also receive \$200 for their time and effort. Selected teachers will receive \$40 for completing the questionnaire, and parents asked to complete the survey will receive \$20. Each student who participates will receive a sticker or a pencil.

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget (OMB) has approved the data collection under OMB #1850-0936. Study findings will not identify participating districts, schools, students, or individual staff. Please see the enclosed FAQ for information about data confidentiality.

Within the next few days, a representative from Westat will contact you to discuss your participation. While the study is voluntary, we ask you to support participation in your school so that the U.S. has a representative sample of schools and we can ensure a fair and valid assessment for all U.S. 5-year-olds.

IELS is described in more detail in the enclosed materials. If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by contacting Mary Coleman at NCES at (202) 245-8382 or Mary.Coleman@ed.gov, or by visiting the IELS website at <https://www.MyIELS.us/>.

Thank you for your time and for supporting this important international education study.

Sincerely,

Peggy Carr, Ph.D.
Acting Commissioner

Enclosures

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

FAQ for School Administrators- Main Study

International Early Learning Study

FREQUENTLY ASKED QUESTIONS

Information for School Administrators

What is the International Early Learning Study (IELS)?

IELS is an international study that provides important information about what 5-year-old children in different countries and learning environments know and can do as they enter elementary school. The study provides important information about children's abilities in language and emergent literacy, mathematics and numeracy, self-regulation, and social emotional skills. It also collects information from educators and parents/guardians about children's early childhood education and care experiences, home learning environments, and demographic characteristics to examine how various factors are related to children's development. The U.S. Department of Education's National Center for Education Statistics (NCES) facilitates our country's participation in IELS.

Why is IELS important?

IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

Why should my school and students participate in the study?

Participants help IELS provide an accurate picture of what 5-year-olds in the U.S. know and can do. It is important that every selected school and student participate in the study because they represent many other schools and children like them across the country. Moreover, educators and parents/guardians contribute vital information about participating children's skills and education experiences to provide insights into their learning and development.

Are there incentives for participating schools?

Yes. NCES will provide \$200 to schools that participate in the study. NCES will also provide \$200 to school coordinators who serve as the point of contact for each school.

Why was my school selected for participation?

Your school was selected as part of a nationally-representative sample of U.S. public and private schools. Approximately 3,000 students, from about 200 schools, will participate in the study across the country.

Will all of our 5-year-old students be asked to participate?

Up to 19 students will be randomly selected to take part in the study from each participating school. In very small schools, all 5-year-old students may be asked to participate. Students with disabilities and English Language Learners may be excused if a limited set of accommodations provided by IELS study staff do not provide adequate support to enable their participation.

When and where will the study be conducted?

NCES will work with Westat, a research organization, to conduct the study in October and November 2018. The study will be conducted in participating schools. The assessment space needs to be able to accommodate the students and IELS staff.

Who will be responsible for administering the study to students?

Trained IELS staff will provide all required materials and conduct the study with students. Exceptions will be made for students with IEP accommodations who may require the assistance of school personnel (e.g., if a student works one-on-one with an aide).

What is involved for students?

IELS is a play-based study conducted with tablets. Children will be asked to point to pictures, consider situations, and complete game-like tasks. They do not need to prepare in advance. The assessment is conducted one-on-one with trained staff who have experience working with children. The study is untimed and will be split across two days to minimize time away from regular classroom activity. Children will be allowed to take breaks as necessary. The study takes about 30 minutes each day and children enjoy participating.

What happens if a child refuses to participate?

All participation is voluntary. Children can skip any question they do not want to answer. Any child who does not wish to work with IELS staff will not have to.

What is involved for teachers and parents/guardians?

Teachers of students selected for the study will be asked to complete a questionnaire, which includes questions about their professional background (about 3 minutes to complete) and the skills and abilities of the students selected for the study (about 5 minutes per child, with an average of 4 students per teacher). One parent/guardian of each participating student will also be asked to complete a brief questionnaire. Teachers will receive \$40 and parents/guardians will receive \$20 to thank them for their time and effort.

Will the names of participants and their responses be kept confidential?

Individual children's performance will not be shared with teachers, the school, or the district in any way. Individual responses will be combined with those from other participants to produce summary statistics and reports. All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). All field staff and other staff working on the study have signed an affidavit of non-disclosure where they swear to abide by this law.

Where can I find more information?

For additional information, call the IELS information number, 1-855-299-1398, or send an email to IELSHelp@westat.com. You may also learn more about the study by visiting the IELS website at <https://www.MyIELS.us/>.

MyIELS.us Registration Email Main Study

Dear [insert school coordinator title and last name]:

Thank you again for participating in the IELTS 2018 main study. To keep you informed of new information about IELTS as well as steps for preparing for the study, we have developed a website for school coordinators called MyIELS (<https://www.MyIELS.us>). This is a secure site with content tailored to each individual school.

Below is your Registration ID. You will use this the first time you visit MyIELS to create your own username and password.

MyIELS REGISTRATION ID: **<INSERT REGISTRATION ID>**

The registration ID supports multiple users, though each user will need to provide their own registration information (e.g., name, email, phone, address).

If you need technical assistance at any time, please do not hesitate to contact the IELTS help desk at 1-855-299-1398, or via email at IELSHelp@westat.com.

We look forward to working with you.

Sincerely,

The U.S. IELTS Team

FAQ for Teachers- Field Test

International Early Learning Study

FREQUENTLY ASKED QUESTIONS

Information for Teachers

What is the International Early Learning Study (IELS)?

IELS is an international study that provides important information about what 5-year-old children in different countries and learning environments know and can do as they enter elementary school. The study provides important information about children's abilities in language and emergent literacy, mathematics and numeracy, self-regulation, and social emotional skills. It also collects information from educators and parents/guardians about children's early childhood education and care experiences, home learning environments, and demographic characteristics to examine how various factors are related to children's development. The U.S. Department of Education's National Center for Education Statistics (NCES) facilitates our country's participation in IELS.

Why is IELS important?

IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

What is the field test for? Why should my students and I participate?

The IELS field test (a small-scale, trial run of the study) is being conducted in every participating country to determine if any of the questions are biased because of national, social, or cultural differences and if the study works as planned. Participants in the field test will provide essential feedback to improve the study and help ensure that IELS provides an accurate picture of what U.S. students know and can do.

When is the field test being conducted?

NCES will work with Westat, a research organization, to conduct the field test in the U.S. between November and December 2017.

How are schools and students selected for participation?

The U.S. Department of Education identified about 30 public and private schools to represent the nation. Within each school, up to 19 children were randomly chosen to participate. Approximately 475 5-year-olds will take part in the field test across the U.S.

What is involved for students?

IELS is a play-based study conducted with tablets. Children will be asked to point to pictures, consider situations, and complete game-like tasks. They do not need to prepare in advance. The assessment is conducted one-on-one with trained staff who have experience working with children. The study is untimed and will be split across two days to minimize time away from regular classroom activity. Children will be allowed to take breaks as necessary. In our experience, the study takes about 30 minutes each day and children enjoy participating.

What role do teachers have in IELS?

Teachers of students selected for the study will be asked to complete a questionnaire, which includes questions about their professional background (about 3 minutes to complete) and the skills and abilities of the students selected for the study (about 5 minutes per child, with an average of 4 students per teacher). You do not have to complete the survey in a single session. Paper-and-pencil versions of the surveys may be available upon request. Your participation in the IELS is vital as we need a certain number of teachers to help us evaluate questionnaire items. Each teacher will be offered \$40 to thank them for their time and effort.

Do teachers need to help administer the assessments?

No. Trained IELS staff from Westat will administer the study on behalf of NCES and bring all required materials to the school. Exceptions will be made for students with IEP accommodations that may require the assistance of school personnel (e.g., if a student works one-on-one with an aide).

What happens if a child refuses to participate?

All participation is voluntary. Children can skip any question they do not want to answer. Any child who does not wish to work with IELS staff will not have to.

What will happen with the collected data?

The field test data will be used to evaluate whether the assessment fairly and accurately measures students' knowledge and skills in all participating countries. Individual children's performance will not be shared with teachers, the school, or the district in any way. Results will not identify participating districts, schools, students, educators, or parents/guardians. Individual responses will be combined with those from other participants to produce summary statistics and reports.

Will the names of participants and their responses be kept confidential?

All of the information provided by teachers, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). All field staff and other staff working on the study have signed an affidavit of non-disclosure where they swear to abide by this law.

Where can I find more information?

For additional information, call the IELS information number, 1-855-299-1398, or send an email to IELSHelp@westat.com. You may also learn more about the study by visiting the IELS website at <http://nces.ed.gov/surveys/IELS>.

FAQ for Teachers- Main Study

International Early Learning Study

FREQUENTLY ASKED QUESTIONS

Information for Teachers

What is the International Early Learning Study (IELS)?

IELS is an international study that provides important information about what 5-year-old children in different countries and learning environments know and can do as they enter elementary school. The study provides important information about children's abilities in language and emergent literacy, mathematics and numeracy, self-regulation, and social emotional skills. It also collects information from educators and parents/guardians about children's early childhood education and care experiences, home learning environments, and demographic characteristics to examine how various factors are related to children's development. The U.S. Department of Education's National Center for Education Statistics (NCES) facilitates our country's participation in IELS.

Why is IELS important?

IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

Why should my students and I participate in the study?

Participants help IELS provide an accurate picture of what 5-year-olds in the U.S. know and can do. It is important that every selected school and student participate in the study because they represent many other schools and children like them across the country. Moreover, educators and parents/guardians contribute vital information about participating children's skills and education experiences to provide insights into their learning and development.

How are schools and students selected for participation?

The U.S. Department of Education identified about 200 public and private schools to represent the nation. Within each school, up to 19 children were randomly chosen to participate. Approximately 3,000 5-year-olds will take part in the study across the U.S.

When is IELS being conducted?

NCES will work with Westat, a research organization, to conduct the study in the U.S. between October and November 2018.

What is involved for students?

IELS is a play-based study conducted with tablets. Children will be asked to point to pictures, consider situations, and complete game-like tasks. They do not need to prepare in advance. The assessment is conducted one-on-one with trained staff who have experience working with children. The study is untimed and will be split across two days to minimize time away from regular classroom activity. Children will be allowed to take breaks as necessary. In our experience, the study takes about 30 minutes each day and children enjoy participating.

What role do teachers have in IELS?

Teachers of students selected for the study will be asked to complete a questionnaire, which includes questions about their professional background (about 3 minutes to complete) and the skills and abilities of the students selected for the study (about 5 minutes per child, with an average of 4 students per teacher). You do not have to complete the survey in a single session. Paper-and-pencil versions of the surveys may be available upon request. Your participation in the IELS is vital as we need a certain number of teachers to help us evaluate questionnaire items. Each teacher will be offered \$40 to thank them for their time and effort.

Do teachers need to help administer the assessments?

No. Trained IELS staff from Westat will administer the study on behalf of NCES and bring all required materials to the school. Exceptions will be made for students with IEP accommodations that may require the assistance of school personnel (e.g., if a student works one-on-one with an aide).

What happens if a child refuses to participate?

All participation is voluntary. Children can skip any question they do not want to answer. Any child who does not wish to work with IELS staff will not have to.

What will happen with the collected data?

Individual children's performance will not be shared with teachers, the school, or the district in any way. Results will not identify participating districts, schools, students, educators, or parents/guardians. Individual responses will be combined with those from other participants to produce summary statistics and reports.

Will the names of participants and their responses be kept confidential?

All of the information provided by teachers, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). All field staff and other staff working on the study have signed an affidavit of non-disclosure where they swear to abide by this law.

Where can I find more information?

For additional information, call the IELS information number, 1-855-299-1398, or send an email to IELSHelp@westat.com. You may also learn more about the study by visiting the IELS website at <http://nces.ed.gov/surveys/IELS>.

Summer Email for School Coordinators- Main Study

Subject line: Upcoming IELS Study in Your School

Dear {name}:

Thank you again for agreeing to take part in the important new study, the International Early Learning Study (IELS). This study of 5-year-olds will allow the U.S. to compare the skills and competencies of our children to their peers in other countries.

We enjoyed speaking with you this past winter and are looking forward to visiting your school on {assessment date} to complete the planned assessments. If for any reason that date no longer works for your school, please contact us at 1-855-299-1398 or IELSHelp@westat.com.

This fall, a Westat representative will call you to discuss sampling all of the 5-year-olds and their teachers in your school so that we can randomly select the 19 children we will ask to participate. We will also discuss the most efficient method of contacting parents and gaining consent for their child's participation, working with teachers who were identified during sampling to invite them to the study and to complete their online surveys, and assessment logistics. To thank you for your help, you will receive \$100 after sampling is complete and an additional \$100 at the end of the study.

In the meantime, if you would like to learn more about the study, please visit <https://www.MyIELS.us/>. If you have forgotten your username and/or password, information is on the site to have them resent to you. You can also call the IELS support line for this information.

Thank you and have a wonderful rest of your summer,

The IELS Project Staff

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Appendix B

All materials in this appendix will be used for both public and private schools.

School Coordinator Email Announcing E-Filing-Field Test

Subject: IELTS E-Filing open
Attachment: IELTS Field Test E-Filing Instructions

Dear School Coordinator:

Welcome and thank you for your efforts as the school coordinator for the International Early Learning Study (IELS) at your school! IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

In order to randomly select students for the IELS field test, we first need a list of eligible students. Detailed instructions on submitting your lists for IELS are included in the attached document titled ***IELS Field Test E-Filing Instructions***.

The deadline for student lists to be submitted for sampling is **Month Day, 2017**. Please upload your school's lists as soon as possible so that sampled students, their teachers, and their parents/guardians can be notified about the study well in advance.

If you have any questions about the instructions, please contact the IELS Help Desk at IELSHelp@westat.com or by calling 1-855-299-1398. The e-filing instructions are also posted on the IELS website (<https://www.MyIELS.us/>).

Sincerely,
The IELS USA Team

School Coordinator Mailing- Field Test and Main Study

Date]
[Title] [Name First] [Name Last], [Title/Department]
[School Name]
[Address 1]
[City], [State] [Zip code]

Dear [Title] [Name Last]:

Thank you again for agreeing to serve as the School Coordinator for the International Early Learning Study (IELS). To show our appreciation for your time and effort in helping us conduct this important study, we have enclosed a check for \$100. An additional \$100 will be mailed to you at the completion of the field period.

Now that a number of children in your school have been randomly selected for participation in IELS, we are ready to notify the teachers and parents of these sampled students. Enclosed in this mailing are the following materials to facilitate you in this effort:

- **Teacher information packets, one for each teacher of sampled students in the school.** Each packet includes a study brochure, frequently asked questions about the study, a postcard with details on completing the online survey, a list of students for whom the teacher will complete survey questions, and a check for \$40 to thank them for completing the survey.
- **[Parent information packets, one for each parent of a sampled child.** Each packet contains a study brochure, frequently asked questions about the study, a postcard with details on registering on MyIELS.us, and (if parent names were provided to the study) a \$20 check that serves as a thank-you for completing the survey. If parent names were not provided to the study, the checks will be distributed to parents at the conclusion of the survey period. Parents are asked to visit MyIELS.us to register, provide the type of consent agreed upon with your school, and complete the online survey. They are also given the choice of using a hard-copy consent form if preferred.]

In the next few days, please distribute the teacher [and parent] packets. We want to ensure that they have information about the study and details on how to complete the online surveys. [In addition, the parents will need ample time to review the materials in order to provide consent for their child's participation.]

The Westat staff member who will be responsible for managing the study in your school will be in touch with you soon to discuss further details about the study. In the meantime, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com if you have any questions. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

Thank you,

Karen Tourangeau
IELS Project Director

Parent Consent Module of MyIELS-Field Test and Main Study

Welcome to the IELS online parent consent and registration portal!

Thank you for taking the time to visit this website. Here you can provide consent for your child to participate in the International Early Childhood Learning Study (IELS), provide contact information to receive study updates, and learn about what IELS is and the types of play-based tablet delivered study items your child will receive. In addition to your child's participation, your child's teacher and you (their parent/legal guardian) are asked to complete an online questionnaire.

Complete the consent form below for your child and provide your contact information. For more information about IELS, click here: [IELS Facts for Parents](#)

[Para Español haga clic aqui](#)

Consent Form Text [Input text based on Consent type specified at school level: Notification, implicit, explicit, custom]
Check-box / name entry
Explicit or explicit depending on consent type specified at the school level
Submit Button

Once consent submit button is pressed, unless it is explicit consent and they click that they do not consent, they should go to an Update contact info table, see below.

Update Contact information: Please update or complete the contact information below. This information will not be shared or used for any other purpose. If the information on file provided by your child's school is correct, please check the box below.

Info on file (from IELS school coordinator)	Updates
	First name [Open text]
	Last Name [Open Text]
	Email Address [open text, duplicate entry to verify]
	Phone number
	Address1
	Address2
	City
	State
	Zip code

- Check box label = Click this box if the information on file is correct
- Add button 'No thanks, proceed to questionnaire' -which bypasses contact info and goes to questionnaire

After update screen is completed or bypassed, they should be presented with the following information about their parent questionnaire and assessment day in their child's school:

Parent questionnaire

The parent questionnaire is an essential part of IELS. Your input provides context and valuable data for understanding the landscape of early childhood education. Please click on the link below to begin the survey. If you have not already received a \$20 check as a thank you for your time to complete this questionnaire, you will receive it in the next few weeks.

URL:

Login:

Password:

IELS in your child's school

The Assessment date in your child's school is: <Insert assessment date>

IELS Staff are:

- **Experienced working with young children**
- **Screened and cleared by FBI and the Federal Office of Personnel Management (OPM)**
- **Trained to build rapport and administer the survey in a 1-1 setting**
- **Excited and enthusiastic**

IELS

Notification Letter for Parents- Field Test

SCHOOL LETTERHEAD

Dear Parent or Guardian,

I am writing to inform you about an exciting study that our school will participate in this fall. This study is called the International Early Learning Study, or IELS. It will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

The U.S. Department of Education's National Center for Education Statistics (NCES) has asked our school to take part in the IELS field test, which is a small-scale, trial run of the study. The field test will make sure that the questions accurately measure the knowledge and skills of young children in participating countries. Some of our 5-year-olds, including your child, have been randomly chosen to participate. IELS is voluntary, but participation is important to ensure we get an accurate picture of what 5-year-olds in the U.S. can do.

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating.

I encourage you to support this effort by agreeing to have your child take part. One parent or guardian of each student who participates will be asked to complete a brief survey. Enclosed is a postcard with information about how to complete the survey, along with \$20 to thank you for your time and effort in completing the survey. (If a check was not included, it is because we do not have your name and contact information yet; once we have your information, you will be sent the \$20 check.)

The information provided by students and parents or guardians will not be shared with teachers, our school, or the district. Individuals and schools will not be identified in any reported data. NCES is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by you and your child may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151).

NCES will work with Westat, a research organization, to conduct the field test in the U.S. between November and December. The enclosed fact sheet provides additional information about IELS and explains what is involved for each child selected to participate in the study.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELTS website at <https://www.MyIELS.us/>.

Thank you for taking the time to consider your child's participation in this important study.

Sincerely,

Enclosures:

Study Brochure

Facts for Parents about the IELTS Field Test

MyIELS.us registration information

\$20 check

Implicit Consent Letter for Parents-Field Test

SCHOOL LETTERHEAD

Dear Parent or Guardian,

I am writing to inform you about an exciting study that our school will participate in this fall. This study is called the International Early Learning Study, or IELS. It will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

The U.S. Department of Education's National Center for Education Statistics (NCES) has asked our school to take part in the IELS field test, which is a small-scale, trial run of the study. The field test will make sure that the questions accurately measure the knowledge and skills of young children in participating countries. Some of our 5-year-olds, including your child, have been randomly chosen to participate. IELS is voluntary, but participation is important to ensure we get an accurate picture of what 5-year-olds in the U.S. can do.

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating.

I encourage you to support this effort by agreeing to have your child take part. One parent or guardian of each student who participates will be asked to complete a brief survey. Enclosed is a postcard with information about how to complete the survey, along with \$20 to thank you for your time and effort in completing the survey. (If a check was not included, it is because we do not have your name and contact information yet; once we have your information, you will be sent the \$20 check.)

The information provided by students and parents or guardians will not be shared with teachers, our school, or the district. Individuals and schools will not be identified in any reported data. NCES is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by you and your child may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151).

NCES will work with Westat, a research organization, to conduct the field test in the U.S. between November and December. The enclosed fact sheet provides additional information about IELS and explains what is involved for each child selected to participate in the study.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

If you have an objection to your child participating in the IELTS activities, please let us know by completing the attached consent form and returning it to the school.

Thank you for taking the time to consider your child's participation in this important study.

Sincerely,

Enclosures:

Study Brochure

Facts for Parents about the IELTS Field Test

MyIELS.us registration information

\$20 check

Implicit Consent Form for Parents- Field Test

International Early Learning Study (IELS) Field Test Parent/Guardian Consent Form

Your 5-year-old has been asked to participate in a field test of an international study of early learning called the International Early Learning Study (IELS). This study will be administered by a team of researchers from Westat who have experience working with young children. Westat is operating under contract to the National Center for Education Statistics (NCES) within the U. S. Department of Education. In fall 2017, new questions will be tested in approximately 30 schools in the United States. This field test will help assessment developers ensure that IELS is valid and fair to all 5-year-olds in the U.S.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

If you grant permission for your child to participate in the IELS field test, you do not need to return this form.

If you do not give permission for your child to participate in the IELS field test, please check the box below, and sign and return this form to your child's school as soon as possible.

No, I do not give permission for my child to participate in the IELS field test.

(Signature of parent or guardian)

Date of signature: ____/____/____

PLEASE PRINT:

Student name: _____

School name: _____

Parent Name: _____

Parent telephone: _____

Parent email: _____

FOR OFFICE USE ONLY:

Student ID: _____

Explicit Consent Letter for Parents-Field Test

SCHOOL LETTERHEAD

Dear Parent or Guardian,

I am writing to inform you about an exciting study that our school will participate in this fall. This study is called the International Early Learning Study, or IELS. It will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

The U.S. Department of Education's National Center for Education Statistics (NCES) has asked our school to take part in the IELS field test, which is a small-scale, trial run of the study. The field test will make sure that the questions accurately measure the knowledge and skills of young children in participating countries. Some of our 5-year-olds, including your child, have been randomly chosen to participate. IELS is voluntary, but participation is important to ensure we get an accurate picture of what 5-year-olds in the U.S. can do.

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating.

I encourage you to support this effort by agreeing to have your child take part. One parent or guardian of each student who participates will be asked to complete a brief survey. Enclosed is a postcard with information about how to complete the survey, along with \$20 to thank you for your time and effort in completing the survey. (If a check was not included, it is because we do not have your name and contact information yet; once we have your information, you will be sent the \$20 check.)

The information provided by students and parents or guardians will not be shared with teachers, our school, or the district. Individuals and schools will not be identified in any reported data. NCES is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by you and your child may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151).

NCES will work with Westat, a research organization, to conduct the field test in the U.S. between November and December. The enclosed fact sheet provides additional information about IELS and explains what is involved for each child selected to participate in the study. If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

We must have your written consent before we can allow your child to participate in the IELTS field test. Please complete the attached form and return it to the school.

Thank you for taking the time to consider your child's participation in this important study.

Sincerely,

Enclosures:

Study Brochure

Facts for Parents about the IELTS Field Test

MyIELS.us registration information

\$20 check

Explicit Consent Form for Parents- Field Test

International Early Learning Study (IELS) Field Test Parent/Guardian Consent Form

Your 5-year-old has been asked to participate in a field test of an international study of early learning called the International Early Learning Study (IELS). This study will be administered by a team of researchers from Westat who have experience working with young children. Westat is operating under contract to the National Center for Education Statistics (NCES) within the U. S. Department of Education. In fall 2017, new questions will be tested in approximately 30 schools in the United States. This field test will help assessment developers ensure that IELS is valid and fair to all 5-year-olds in the U.S.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

PLEASE CHECK ONE:

- Yes, I give permission for my child to participate in the IELS field test.
- No, I do not give permission for my child to participate in the IELS field test.

I have read this permission form and understand what my child and I are being asked to do.

PLEASE SIGN YOUR NAME BELOW:

(Signature of parent or guardian)

Date of signature: ____/____/____

PLEASE PRINT:

Student name: _____

School name: _____

Parent name: _____

Parent telephone: _____

Parent email: _____

FOR OFFICE USE ONLY:

Student ID: _____

FAQ for Parents- Field Test

International Early Learning Study

FREQUENTLY ASKED QUESTIONS

Information for Parents and Guardians

What is the International Early Learning Study (IELS)?

IELS is an international study that provides important information about what 5-year-old children in different countries and learning environments know and can do as they enter elementary school. While the study is designed to be fun for children to take, it will give us important information about their abilities in language and literacy, mathematics, self-regulation, and social emotional skills. The study also collects information from educators and parents/guardians about children's early childhood education and care experiences, home learning environments, and demographic characteristics to examine how various factors are related to children's development.

IELS is not designed to produce results for individual children. Rather, results will be combined to describe the nation's 5-year-olds. Your child's performance will not be shared with teachers, the school, or the district in any way. Reports of the findings will not identify participating districts, schools, students, educators, or parents/guardians. The U.S. Department of Education's National Center for Education Statistics (NCES) facilitates our country's participation in IELS.

Why is IELS important?

IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

What is the field test for?

The IELS field test (a small-scale, trial run of the study) is being conducted in every participating country to determine if any of the questions are biased because of national, social, or cultural differences and if the study works as planned. NCES will work with Westat, a research organization, to conduct the field test in the U.S. between November and December of this year. Participants will provide essential feedback to improve the study.

Why should my child and I participate in the field test?

Participants help ensure that this study is fair and provides an accurate picture of what U.S. 5-year-olds know and can do. As a thank you, schools that participate in IELS will be offered \$200 and parents/guardians who take part will receive \$20 to thank them for their time and effort.

How did my child and their school get selected for the IELS field test?

The U.S. Department of Education identified about 30 public and private schools to represent the nation in the field test. Within each school, up to 19 children were randomly chosen to participate. Approximately 475 5-year-olds will take part in the field test across the country.

What is involved for students?

IELS is a play-based study conducted with tablets. Children will be asked to point to pictures, consider situations, and complete game-like tasks. They do not need to prepare in advance. The assessment is conducted one-on-one with trained staff who have experience working with children. The study is untimed and will be split across two days to minimize time away from regular classroom activity. Children will be allowed to take breaks as necessary. In our experience, the study takes about 30 minutes each day and children enjoy participating.

What is involved for parents?

One parent or guardian of each student who participates in the study will be asked to complete a brief online survey. If you prefer, you can also request a paper-and-pencil version. The questionnaire asks demographic questions as well as questions about the child's early learning environment and experiences. It also asks questions about the child's social skills and participation in child care. You can decide when and where to complete the questionnaire, within the timeframe of the study. You will receive \$20 to thank you for your time and effort.

What happens if a child refuses to participate?

All participation is voluntary. Children can skip any question they do not want to answer. Any child who does not wish to work with IELS staff will not have to.

My child has a disability. Can he/she still participate?

Students with disabilities and English Language Learners may be offered a limited set of accommodations to participate in IELS. If those accommodations do not provide adequate support to enable their participation, they may be excused.

Will the names of participants and their responses be kept confidential?

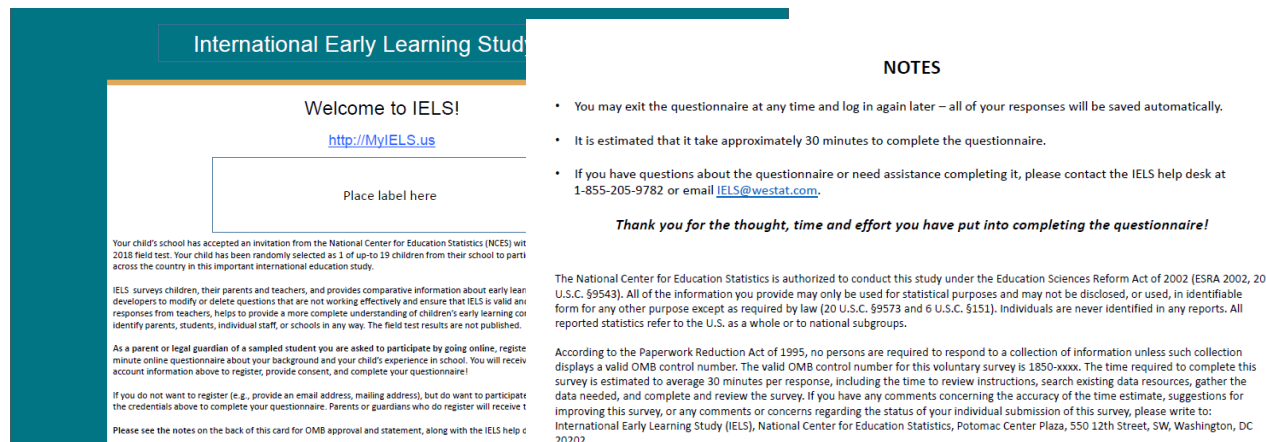
All of the information provided by teachers, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). All field staff and other staff working on the study have signed an affidavit of non-disclosure where they swear to abide by this law.

Who do I contact for information about the IELS?

For additional information, call the IELS information number, 1-855-299-1398, or send an email to IELSHelp@westat.com. You may also learn more about the study by visiting the IELS website at <https://www.MyIELS.us/>.

Parent MyIELS.us Registration Postcard-Field Test

Image:



Front

Back

Text: Your child's school has accepted an invitation from the National Center for Education Statistics (NCES) within the U.S. Department of Education to participate in the IELS 2018 field test. Your child has been randomly selected as 1 of up-to 19 children from their school to participate and represent their school and other students like them across the country in this important international education study.

IELS surveys children, their parents, and teachers, and provides comparative information about early learning experiences around the world. This field test will allow test developers to modify or delete questions that are not working effectively and ensure that IELS is valid and fair to all U.S. students. This information, combined with responses from teachers, helps to provide a more complete understanding of children's early learning contexts and experiences. Reports of the IELS findings will not identify parents, students, individual staff, or schools in any way. The field test results are not published.

As a parent or legal guardian of a sampled student you are asked to participate by going online, registering for the study, providing consent, and also by completing a 30 minute online questionnaire about your background and your child's experience in school. Enclosed in this mailing is \$20 to thank you for completing the survey. (If a check was not included, it is because we do not have your name and contact information yet; once we have your information, you will be sent the \$20 check.) Use the provided link and unique account information above to register, provide consent, and complete your questionnaire!

If you do not want to register (e.g., provide an email address, mailing address), but do want to participate, you can go directly to the questionnaire site < TBD > and use the credentials above to complete your questionnaire.

Please see the notes on the back of this card for OMB approval and statement, along with the IELS help desk contact information.

Text cont'd -Notes:

- You may exit the questionnaire at any time and log in again later -all of your responses will be saved automatically.
- It is estimated that it takes approximately 30 minutes to complete the questionnaire.
- If you have questions about the questionnaire or need assistance completing it, please contact the IELS help desk at 1-855-299-1398 or email IELSHelp@westat.com.

Thank you for the thought, time, and effort you have put into completing the questionnaire!

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this voluntary survey is 1850-0936. The time required to complete this survey is estimated to average 30 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the survey. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this survey, or any comments or concerns regarding the status of your individual submission of this survey, please write to: International Early Learning Study (IELS), National Center for Education Statistics, Potomac Center Plaza, 550 12th Street, SW, Washington, DC 20202.

Teacher Questionnaire Invitation Email-Field Test

Dear «Name»:

Your school is one of about 30 schools across the United States that has accepted an invitation from NCES to participate in the IELTS 2018 field test. You've been sampled to participate by completing an online teacher questionnaire about your teacher training and education, your views on teaching, and information about some of the students you teach. If you have any questions about how you were selected for this survey, please contact your IELTS school coordinator, «SC_FNAME» «SC_LNAME».

The questionnaire takes on average 23 minutes to complete, with an average of 4 students per teacher. This information, combined with responses from students and their parents/legal guardians, helps to provide a more complete understanding of early childhood education and contexts for learning.

Your school coordinator should have given you informational materials about the study, along with a check for \$40 to thank you for completing the questionnaire, if allowed by your school's policy. Use the provided link and unique account information below to complete your questionnaire.

Link: <URL TBD>

Username: «TeachID»

Password: «TEACHPWD»

IELS is conducted in the United States by the National Center for Education Statistics (NCES) in the U.S. Department of Education and is administered by Westat, headquartered in Rockville, Maryland, on behalf of NCES. The U.S. Office of Management and Budget (OMB) has approved the data collection under OMB #1850-0936.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com.

Thank you for your time and for supporting this important international study.

Sincerely,

The U.S. IELTS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this voluntary survey is 1850-0936. The time required to complete this survey is estimated to average 23 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the survey. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this survey, or any comments or concerns regarding the status of your individual submission of this survey, please write to: International Early Learning Study (IELS), National Center for Education Statistics, Potomac Center Plaza, 550 12th Street, SW, Washington, DC 20202.

First Reminder Email for Teachers- Field Test and Main Study

Subject: IELS online survey reminder

Dear <teacher name>:

This is a reminder that you've been selected to participate in the International Early Learning Study (IELS) Teacher Questionnaire.

The questionnaire has two parts. The first part, part A, is a 5 minute questionnaire about your teaching experience and background. The second part, part B, is child-specific and needs to be completed for each sampled student you teach. On average it is estimated to take 23 minutes for each teacher who teaches 4 sampled students.

<[Insert if incentive status not equal to no teacher incentives] You received \$40 for completing the questionnaires, if allowed by your school's policy.> Use the provided link and unique account information below to access your **Part A questionnaire**.

Link: <TBD>

Username: <StaffID>

Password: <PWD>

You have <insert number of Part B not-started>/<Insert total number of assigned Part B> Part B questionnaires to complete. Your school coordinator should have provided you with a roster of students you teach who were selected to participate in IELS, and the web address and IDs to access the online Part B questionnaires.

Information you provide, combined with responses from parents, helps achieve a more complete understanding of early education and contexts for learning. If you have any questions about how you were selected for this survey, please contact your IELS school coordinator, < School Coordinator>.

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget has approved the data collection under OMB #1850-0936.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHELP@westat.com. You may also get more information about this study by visiting the IELS website at <http://nces.ed.gov/surveys/IELS>

Thank you for your time and for supporting this important international study.

Sincerely,
The U.S. IELTS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Second Reminder Email for Teachers- Field Test and Main Study

Subject: IELTS teacher survey -Thanks!

Dear <Teacher name>

Thank you, your students, and colleagues for participating in the IELTS study!

The data collection window is more than half way through, and closes on <Insert date>. We are reaching out to remind you to login to the IELTS teacher questionnaire prior to <Insert date >.

If you have any questions about how you were selected for this survey, please contact your IELTS school coordinator, <School Coordinator>.

Use the provided link and unique account information below to access your **Part A questionnaire**.

Link: <TBD>

Username: <StaffID>

Password: <PWD>

The Part A questionnaire takes about 5 minutes to complete. Information you provide, combined with responses from other teachers, school principals, and students, helps develop an understanding of student achievement and contexts for learning.

You are also asked to complete a Part B questionnaire for each selected student you teach. **You have <insert number of Part B not-started>/<Insert total number of assigned Part B> Part B questionnaires to complete.** If you haven't received a roster with your selected students, the web address, and IDs to access the online Part B questionnaires, please reach out to <School Coordinator>, your school's IELTS school coordinator, or the IELTS help desk (info below).

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget has approved the data collection under OMB #1850-0936.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHELP@westat.com

You may also get more information about this study by visiting the IELTS website at <http://nces.ed.gov/surveys/IELS>.

Thank you for your time and for supporting this important international study.

Sincerely,

The U.S. IELTS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Third Reminder Email for Teachers- Field Test and Main Study

Subject: IELS teacher survey ends soon, complete today!

Dear <Teacher name>

The data collection window is nearing the end, and closes on <Insert date>. We are reaching out to remind you to login to the IELS teacher questionnaire **prior to <Insert date>** >.

Use the provided link and unique account information below to access your **Part A questionnaire**.

Link: <TBD>

Username: <StaffID>

Password: <PWD>

We'll send a reminder closer to the deadline. If you do not want to receive these messages, please inform your IELS school coordinator, <School Coordinator>, that you do not want to participate in IELS.

You are also asked to complete a Part B questionnaire for each selected student you teach. **You have <insert number of Part B not-started>/<Insert total number of assigned Part B> Part B questionnaires to complete.** If you haven't received a roster with your selected students, the web address, and IDs to access the online Part B questionnaires, please reach out to <School Coordinator>, your school's IELS school coordinator, or the IELS help desk (info below).

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget has approved the data collection under OMB #1850-0936.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHELP@westat.com

You may also get more information about this study by visiting the IELS website at <http://nces.ed.gov/surveys/IELS>.

Thank you for your time and for supporting this important international study.

Sincerely,

The U.S. IELS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Fourth Reminder Email for Teachers- Field Test and Main Study

Subject: IELS teacher survey closes this week!

Dear < teacher name>:

The International Early learning Study (IELS) data collection period ends <Insert Date>.

Remember to complete your IELS questionnaires by this Friday night, or let your IELS school coordinator, <School coordinator>, know that you don't want to participate so we stop sending you reminder messages.

This week your IELS school coordinator, <Insert School coordinator>, received a shipment of hard-copy questionnaires with pre-paid return envelopes, in case you've had difficulties completing the questionnaire online or prefer paper. If you plan to complete on paper, please reply to this email and let us know so we stop sending email messages to you.

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget has approved the data collection under OMB #1850-0936. To get more information about this study visit the IELS website at <http://nces.ed.gov/surveys/IELS>.

If you need assistance accessing the survey, reach out to the IELS help desk by phone between 8 a.m. and 8 p.m. Eastern Standard Time at 1-855-299-1398 or email IELSHelp@westat.com.

Sincerely,

The U.S. IELS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Final Reminder Email for Teachers- Field Test and Main Study

Subject: IELS teacher survey -final reminder -ends Friday!

Dear «Name»,

Thanks again to you, your students, and colleagues for participating in the IELS study!

The data collection window for IELS ends **tomorrow <insert date>**. We are reaching out a final time to remind you to login to the IELS teacher questionnaire by tomorrow night to participate.

If you have any questions about how you were selected for this survey, please contact your IELS school coordinator, «SC_FNAME» «SC_LNAME».

Use the provided link and unique account information below to access your questionnaire.

Link: <TBD>

Username: <TeachID>

Password: <TeachPWD>

The questionnaire takes about 30 minutes to complete. Information you provide, combined with responses from other teachers, school principals, and students, helps develop an understanding of student achievement and contexts for learning.

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget has approved the data collection under OMB #1850-0936.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHELP@westat.com

You may also get more information about this study by visiting the IELS website at <http://nces.ed.gov/surveys/IELS>.

Thank you for your time and for supporting this important international study.

Sincerely,

The U.S. IELS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Deadline Extension Email for Teachers- Field Test and Main Study

Subject: IELS teacher survey -deadline extension!

Subject: IELS online survey **extended till <insert date>!**

Dear <SP first name>

As you may know the IELS survey was scheduled to end on <previous end date>. However, we are making every effort to include all the sampled teachers, so it is being extended **until <Insert date>**. The IELS team is really counting on you!

Without your contribution the study could be in jeopardy. Teachers like you are busy people and we recognize that. If you could find time to complete the survey it would go a long way toward helping the study be successful. **If you complete the first part (and even if you don't finish each Part B) your data will still be used and very valuable!** Click the link below, enter your login information (also below), and complete Part A:

Website: <TBD>

Username: <StaffID>

Initial password: <PWD>

Don't let this to opportunity to provide valuable contributions to research that shapes education policy for future generations pass you by. **The survey is now scheduled to close <Insert date>**.

I encourage you to go online and complete the questionnaire as soon as possible. Thank you for your time.

My best,

Mary Coleman, Ph.D.
IELS Project Officer
National Center for Education Statistics
Institute of Education Sciences
U.S. Department of Education
Telephone: 202-245-8382
Email: Mary.Coleman@ed.gov

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

First Reminder Email for Parents- Field Test and Main Study

Subject: IELTS questionnaire-reminder

Dear {name}:

Thank you again for agreeing to take part in the International Early Learning Study (IELS). This study of early education and learning will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

We are reaching out to remind you to login to the IELS parent questionnaire prior to <Insert Date>.

Use the link and login information below to complete your questionnaire:

Website: <TBD>

Username: <ParentID>

Initial password: <PWD>

We look forward to hearing from you. Thank you again for your participation!

The U.S. IELS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Second Reminder Email for Parents- Field Test and Main Study

Subject: IELS Parent questionnaire -Thanks!

Dear {name}:

Thanks to you, your child, and their school's staff for participating in the International Early Learning Study (IELS)!

The survey window is almost half over, so we are emailing to remind parents to login to the IELS parent questionnaire prior to <Insert Date>.

Use the link and login information below to complete your questionnaire:

Website: <TBD>

Username: <ParentID>

Initial password: <PWD>

This study of early education and learning will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school. We'll send a reminder closer to the deadline.

We look forward to hearing from you. Thank you again for your participation!

The U.S. IELS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Third Reminder Email for Parents- Field Test and Main Study

Subject: IELTS Parent questionnaire ends soon, complete today!

Dear <Parent name>

Remember to complete your IELTS questionnaires by <Insert date>, or let your IELTS school coordinator, <School coordinator>, know that you don't want to participate so we stop sending you reminder messages.

Use the link and login information below to complete your questionnaire:

Website: <TBD>

Username: <ParentID>

Initial password: <PWD>

IELS is sponsored by the Organization for Economic Cooperation and Development (OECD), an intergovernmental organization of industrialized countries. The study is conducted in the U.S. by the National Center for Education Statistics (NCES), part of the U.S. Department of Education, and is administered by Westat on behalf of NCES. The U.S. Office of Management and Budget has approved the data collection under OMB #1850-0936. To get more information about this study visit the IELTS website at <https://www.MyIELS.us/>.

If you need assistance accessing the survey, reach out to the IELTS help desk by phone between 8 a.m. and 8 p.m. Eastern Standard Time at 1-855-299-1398 or email IELSHelp@westat.com.

The U.S. IELTS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Fourth Reminder Email for Parents- Field Test and Main Study

Subject: IELS Parent questionnaire closes this week!

Dear <Parent name>:

The International Early learning Study (IELS) data collection period closes this week!

Remember to complete your IELS questionnaires by <insert date> or let your IELS school coordinator, <School coordinator>, know that you don't want to participate so we stop sending you reminder messages.

Click the link below, enter your login information (also below), to complete the survey:

Website: <TBD>

Username: <StaffID>

Initial password: <PWD>

Don't let this to opportunity to provide valuable contributions to research that shapes education policy for future generations pass you by.

If you need assistance accessing the survey, reach out to the IELS help desk by phone between 8 a.m. and 8 p.m. Eastern Standard Time at 1-855-299-1398 or email IELSHelp@westat.com.

Wishing you all the best,

The U.S. IELS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Final Reminder Email for Parents Field Test and Main Study

Subject: IELS Parent questionnaire -final reminder -ends Friday!

Thanks again to you for participating in the IELS study!

The data collection window for IELS ends **tomorrow <insert date>**. We are reaching out a final time to remind you to login to the IELS teacher questionnaire by tomorrow night to participate in the study.

Without your contribution the study could be in jeopardy. Parents and guardians like you are busy people and we recognize that. If you could find time to complete the survey it would go a long way toward helping the study be successful. **Even if you don't finish the questionnaire your data will still be used and very valuable!** Click the link below, enter your login information (also below), to complete the survey:

Website: TBD

Username: <StaffID>

Initial password: <PWD>

If you need assistance accessing the survey, reach out to the IELS help desk by phone between 8 a.m. and 8 p.m. Eastern Standard Time at 1-855-299-1398 or email IELSHelp@westat.com.

Wishing you all the best,

The U.S. IELS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by school staff, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

Deadline Extension Email for Parents-Field Test and Main Study

Subject: IELS online survey **extended till <insert date>!**

Dear <SP first name>

As you may know the IELS survey was scheduled to end on <previous end date>. However, we are making every effort to include all the parents of sampled children, so it is being extended **until <Insert date>**. The IELS team is really counting on you!

If you could find time to complete the survey it would go a long way toward helping the study be successful. Click the link below, enter your login information (also below), to complete the survey:

Website: <TBD>

Username: <StaffID>

Initial password: <PWD>

Don't let this to opportunity to provide valuable contributions to research that shapes education policy for future generations pass you by. **The survey is now scheduled to close <Insert date>**.

I encourage you to go online and complete the questionnaire as soon as possible. Thank you for your time.

My best,

Mary Coleman, Ph.D.
IELS Project Officer
National Center for Education Statistics
Institute of Education Sciences
U.S. Department of Education
Telephone: 202-245-8382
Email: Mary.Coleman@ed.gov

Thank You Letter Principal- Field Test and Main Study

Dear {name},

Thank you for participating in the International Early Learning Study (IELS). Enclosed is a check for \$200 as a token of our appreciation for your school's participation in this important study of American education.

The study has been very successful because of the cooperation and participation of the children, parents, schools, school administrators, and teachers. You can find further information about the study at our website at <https://nces.ed.gov/surveys/iels>.

Thank you again for your support of IELS. If you have any questions or concerns please contact the IELS support line at 1-855-299-1398 or IELSHelp@westat.com.

The IELS Project Staff

Thank You Letter School Coordinator- Field Test and Main Study

Dear {name},

Thank you for participating in the International Early Learning Study (IELS). Enclosed is a check for \$100 to thank you for your continued participation in this important study of American education.

The study has been very successful because of the cooperation and participation of the children, parents, schools, school administrators, and teachers. You can find further information about the study at our website at <https://nces.ed.gov/surveys/iels>.

Thank you again for your support of IELS. If you have any questions or concerns please contact the IELS support line at 1-855-299-1398 or IELSHelp@westat.com.

The IELS Project Staff

Thank You Letter Teachers- Field Test and Main Study

Dear {name},

Thank you for participating in the International Early Learning Study (IELS). The study has been very successful because of the cooperation and participation of the children, parents, schools, school administrators, and teachers. You can find further information about the study at our website at <https://nces.ed.gov/surveys/iels>.

Thank you again for your support of IELS. If you have any questions or concerns please contact the IELS support line at 1-855-299-1398 or IELSHelp@westat.com.

The IELS Project Staff

Thank You Letter Parents- Field Test and Main Study

Dear {name},

Thank you for participating in the International Early Learning Study (IELS). The study has been very successful because of the cooperation and participation of the children, parents, schools, school administrators, and teachers. You can find further information about the study at our website at <https://nces.ed.gov/surveys/iels>.

Thank you again for your support of IELS. If you have any questions or concerns please contact the IELS support line at 1-855-299-1398 or IELSHelp@westat.com.

The IELS Project Staff

School Coordinator Email Announcing E-Filing-Main Study

Subject: IELS E-Filing open
Attachment: IELS E-Filing Instructions

Dear School Coordinator:

Welcome and thank you for your efforts as the school coordinator for the International Early Learning Study (IELS) at your school! IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

In order to randomly select students for IELS, we first need a list of eligible students. Detailed instructions on submitting your lists for IELS are included in the attached document titled ***IELS E-Filing Instructions***.

The deadline for student lists to be submitted for sampling is **Month Day, 2018**. Please upload your school's lists as soon as possible so that sampled students, their teachers, and their parents/guardians can be notified about the study well in advance.

If you have any questions about the instructions, please contact the IELS Help Desk at IELSHelp@westat.com or by calling 1-855-299-1398. The e-filing instructions are also posted on the IELS website (<https://www.MyIELS.us/>).

Sincerely,
The IELS USA Team

Notification Letter for Parents- Main Study

SCHOOL LETTERHEAD

Dear Parent or Guardian,

I am writing to inform you about an exciting study that our school will participate in this fall. This study is called the International Early Learning Study, or IELS. It will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

The U.S. Department of Education's National Center for Education Statistics (NCES) has asked our school to take part in IELS. Some of our 5-year-olds, including your child, have been randomly chosen to participate. IELS is voluntary, but participation is important to ensure we get an accurate picture of what 5-year-olds in the U.S. can do.

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating.

I encourage you to support this effort by agreeing to have your child take part. One parent or guardian of each student who participates will be asked to complete a brief survey. Enclosed is a postcard with information about how to complete the survey, along with \$20 to thank you for completing the survey. (If a check was not included, it is because we do not have your name and contact information yet; once we have your information, you will be sent the \$20 check.)

The information provided by students and parents or guardians will not be shared with teachers, our school, or the district. Individuals and schools will not be identified in any reported data. NCES is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by you and your child may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151).

NCES will work with Westat, a research organization, to conduct the study in the U.S. between October and November 2018. The enclosed fact sheet provides additional information about IELS and explains what is involved for each child selected to participate in the study. If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

Thank you for taking the time to consider your child's participation in this important study.

Sincerely,

Enclosures:

Study Brochure

Facts for Parents about the IELTS Main Study

MyIELS.us registration information

\$20 check

Implicit Consent Letter for Parents- Main Study

SCHOOL LETTERHEAD

Dear Parent or Guardian,

I am writing to inform you about an exciting study that our school will participate in this fall. This study is called the International Early Learning Study, or IELS. It will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

The U.S. Department of Education's National Center for Education Statistics (NCES) has asked our school to take part in IELS. Some of our 5-year-olds, including your child, have been randomly chosen to participate. IELS is voluntary, but participation is important to ensure we get an accurate picture of what 5-year-olds in the U.S. can do.

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating.

I encourage you to support this effort by agreeing to have your child take part. One parent or guardian of each student who participates will be asked to complete a brief survey. Enclosed is a postcard with information about how to complete the survey, along with \$20 to thank you for completing the survey. (If a check was not included, it is because we do not have your name and contact information yet; once we have your information, you will be sent the \$20 check.)

The information provided by students and parents or guardians will not be shared with teachers, our school, or the district. Individuals and schools will not be identified in any reported data. NCES is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by you and your child may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151).

NCES will work with Westat, a research organization, to conduct the study in the U.S. between October and November 2018. The enclosed fact sheet provides additional information about IELS and explains what is involved for each child selected to participate in the study. If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

If you have an objection to your child participating in the IELS activities, please let us know by completing the attached consent form and returning it to the school.

Thank you for taking the time to consider your child's participation in this important study.

Sincerely,

Enclosures:

Study Brochure

Facts for Parents about the IELTS Main Study

MyIELS.us registration information

\$20 check

Implicit Consent Form for Parents- Main Study

International Early Learning Study (IELS) Parent/Guardian Consent Form

Your 5-year-old has been asked to participate in an international study of early learning called the International Early Learning Study (IELS). This study will be administered by a team of researchers from Westat who have experience working with young children. Westat is operating under contract to the National Center for Education Statistics (NCES) within the U. S. Department of Education. The study will be administered in fall 2018 to approximately 200 schools in the United States.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

If you grant permission for your child to participate in IELS, you do not need to return this form.

If you do not give permission for your child to participate in IELS, please check the box below, and sign and return this form to your child's school as soon as possible.

No, I do not give permission for my child to participate in IELS.

(Signature of parent or guardian)

Date of signature: ____/____/____

PLEASE PRINT:

Student name: _____

School name: _____

Parent Name: _____

Parent telephone: _____

Parent email: _____

FOR OFFICE USE ONLY:

Student ID: _____

Explicit Consent Letter for Parents- Main Study

SCHOOL LETTERHEAD

Dear Parent or Guardian,

I am writing to inform you about an exciting study that our school will participate in this fall. This study is called the International Early Learning Study, or IELS. It will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

The U.S. Department of Education's National Center for Education Statistics (NCES) has asked our school to take part in IELS. Some of our 5-year-olds, including your child, have been randomly chosen to participate. IELS is voluntary, but participation is important to ensure we get an accurate picture of what 5-year-olds in the U.S. can do.

IELS is a play-based study that is given on tablets. It is conducted one-on-one with trained staff. The assessment is untimed and will be split across two days to minimize time away from regular classroom activity. In our experience, the study takes about 30 minutes each day and children enjoy participating.

I encourage you to support this effort by agreeing to have your child take part. One parent or guardian of each student who participates will be asked to complete a brief survey. Enclosed is a postcard with information about how to complete the survey, along with \$20 to thank you for completing the survey. (If a check was not included, it is because we do not have your name and contact information yet; once we have your information, you will be sent the \$20 check.)

The information provided by students and parents or guardians will not be shared with teachers, our school, or the district. Individuals and schools will not be identified in any reported data. NCES is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information provided by you and your child may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151).

NCES will work with Westat, a research organization, to conduct the study in the U.S. between October and November 2018. The enclosed fact sheet provides additional information about IELS and explains what is involved for each child selected to participate in the study. If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

We must have your written consent before we can allow your child to participate in IELS. Please complete the attached form and return it to the school.

Thank you for taking the time to consider your child's participation in this important study.

Sincerely,

Enclosures:

Study Brochure

Facts for Parents about the IELTS Main Study

MyIELS.us registration information

\$20 check

Explicit Consent Form for Parents- Main Study

IELS Explicit Consent Form for Parents—IELS Main Study

International Early Learning Study (IELS) Parent/Guardian Consent Form

Your 5-year-old has been asked to participate in an international study of early learning called the International Early Learning Study (IELS). This study will be administered by a team of researchers from Westat who have experience working with young children. Westat is operating under contract to the National Center for Education Statistics (NCES) within the U. S. Department of Education. The study will be administered in fall 2018 to approximately 200 schools in the United States.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com. You may also get more information about this study by visiting the IELS website at <https://www.MyIELS.us/>.

PLEASE CHECK ONE:

- Yes, I give permission for my child to participate in IELS.
- No, I do not give permission for my child to participate in IELS.

I have read this permission form and understand what my child and I are being asked to do.

PLEASE SIGN YOUR NAME BELOW:

(Signature of parent or guardian)

Date of signature: ____/____/____

PLEASE PRINT:

Student name: _____

School name: _____

Parent name: _____

Parent telephone: _____

Parent email: _____

FOR OFFICE USE ONLY:

Student ID: _____

FAQ for Parents- Main Study

International Early Learning Study

FREQUENTLY ASKED QUESTIONS

Information for Parents and Guardians

What is the International Early Learning Study (IELS)?

IELS is an international study that provides important information about what 5-year-old children in different countries and learning environments know and can do as they enter elementary school. While the study is designed to be fun for children to take, it will give us important information about their abilities in language and literacy, mathematics, self-regulation, and social emotional skills. The study also collects information from educators and parents/guardians about children's early childhood education and care experiences, home learning environments, and demographic characteristics to examine how various factors are related to children's development.

IELS is not designed to produce results for individual children. Rather, results will be combined to describe the nation's 5-year-olds. Your child's performance will not be shared with teachers, the school, or the district in any way. Reports of the findings will not identify participating districts, schools, students, educators, or parents/guardians. The U.S. Department of Education's National Center for Education Statistics (NCES) facilitates our country's participation in IELS.

Why is IELS important?

IELS will allow the U.S. to compare the skills and competencies of our children to their peers in other countries. Results from IELS will provide policymakers, educators, and parents/guardians with valuable information about the experiences that influence children's early learning and their abilities as they begin school.

Why should my child and I participate in the study?

Participants help IELS provide an accurate picture of what 5-year-old children in the U.S. know and can do. It is important that every selected child participates in the study because they represent many other children like them across the country. Moreover, parents contribute vital information about children's early educational experiences to provide insights into their learning and development. As a thank you, schools that participate in IELS will be offered \$200 and parents/guardians who take part will receive \$20 to thank them for their time and effort.

How did my child and their school get selected for IELS?

The U.S. Department of Education identified about 200 public and private schools to represent the nation in the study. Within each school, up to 19 students were randomly chosen to participate. Approximately 3,000 5-year-olds will participate in IELS across the country.

When is IELS being conducted?

NCES will work with Westat, a research organization, to conduct the study in the U.S. between October and November 2018.

What is involved for students?

IELS is a play-based study conducted with tablets. Children will be asked to point to pictures, consider situations, and complete game-like tasks. They do not need to prepare in advance. The assessment is conducted one-on-one with trained staff who have experience working with children. The study is untimed and will be split across two days to minimize time away from regular classroom activity. Children will be allowed to take breaks as necessary. In our experience, the study takes about 30 minutes each day and children enjoy participating.

What is involved for parents?

One parent or guardian of each student who participates in the study will be asked to complete a brief online survey. If you prefer, you can also request a paper-and-pencil version. The questionnaire asks demographic questions as well as questions about the child's early learning environment and experiences. It also asks questions about the child's social skills and participation in child care. You can decide when and where to complete the questionnaire, within the timeframe of the study. You will receive \$20 to thank you for your time and effort.

What happens if a child refuses to participate?

All participation is voluntary. Children can skip any question they do not want to answer. Any child who does not wish to work with IELS staff will not have to.

My child has a disability. Can he/she still participate?

Students with disabilities and English Language Learners may be offered a limited set of accommodations to participate in IELS. If those accommodations provide adequate support to enable their participation, they may participate.

Will the names of participants and their responses be kept confidential?

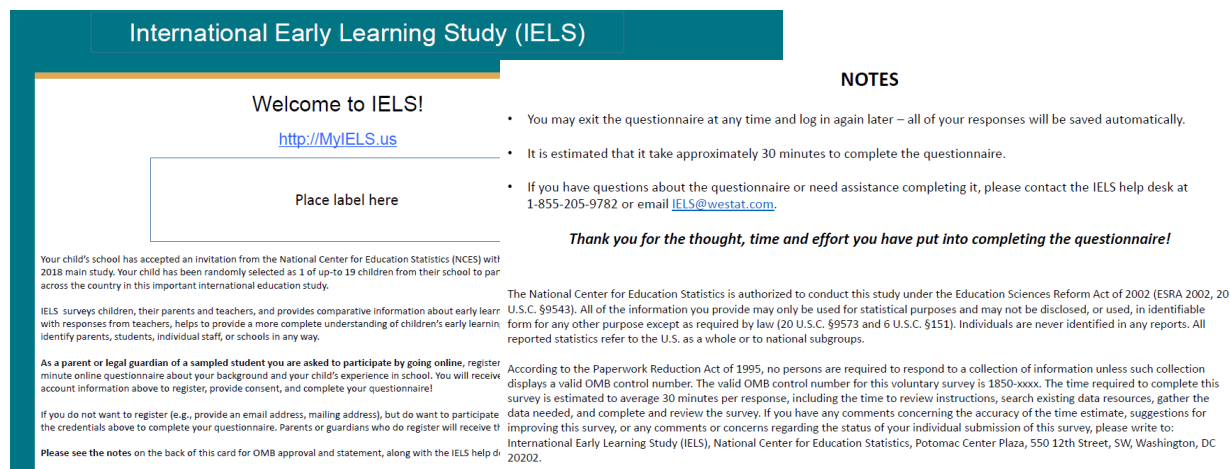
All of the information provided by teachers, students, and parents may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). All field staff and other staff working on the study have signed an affidavit of non-disclosure where they swear to abide by this law.

Who do I contact for information about the IELS?

For additional information, call the IELS information number, 1-855-299-1398, or send an email to IELSHelp@westat.com. You may also learn more about the study by visiting the IELS website at <https://www.MyIELS.us/>.

Parent MyIELS.us Registration Postcard- Main Study

Image:



Front

Back

Text: Your child's school has accepted an invitation from the National Center for Education Statistics (NCES) within the U.S. Department of Education to participate in the IELS 2018 main study. Your child has been randomly selected as 1 of up-to 19 children from their school to participate and represent their school and other students like them across the country in this important international education study.

IELS surveys children, their parents and teachers, and provides comparative information about early learning experiences around the world. Your information, combined with responses from teachers, helps to provide a more complete understanding of children's early learning contexts and experiences. Reports of the IELS findings will not identify parents, students, individual staff, or schools in any way.

As a parent or legal guardian of a sampled student you are asked to participate by going online, registering for the study, providing consent, and also by completing a 30 minute online questionnaire about your background and your child's experience in school. Enclosed in this mailing is \$20 for completing the survey. (If a check was not included, it is because we do not have your name and contact information yet; once we have your information, you will be sent the \$20 check.) Use the provided link and unique account information above to register, provide consent, and complete your questionnaire!

If you do not want to register (e.g., provide an email address, mailing address), but do want to participate, you can go directly to the questionnaire site < TBD > and use the credentials above to complete your questionnaire.

Please see the notes on the back of this card for OMB approval and statement, along with the IELS help desk contact information.

Text cont'd -Notes:

- You may exit the questionnaire at any time and log in again later -all of your responses will be saved automatically.
- It is estimated that it takes approximately 30 minutes to complete the questionnaire.
- If you have questions about the questionnaire or need assistance completing it, please contact the IELS help desk at 1-855-299-1398 or email IELSHelp@westat.com.

Thank you for the thought, time, and effort you have put into completing the questionnaire!

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this voluntary survey is 1850-0936. The time required to complete this survey is estimated to average 30 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the survey. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this survey, or any comments or concerns regarding the status of your individual submission of this survey, please write to: International Early Learning Study (IELS), National Center for Education Statistics, Potomac Center Plaza, 550 12th Street, SW, Washington, DC 20202.

Teacher Questionnaire Invitation Email- Main Study

Dear «Name»:

Your school is one of about 200 schools across the United States that has accepted an invitation from NCES to participate in the IELS 2018 main study. You've been sampled to participate by completing an online teacher questionnaire about your teacher training and education, your views on teaching, and information about some of the students you teach. If you have any questions about how you were selected for this survey, please contact your IELS school coordinator, «SC_FNAME» «SC_LNAME».

The questionnaire takes on average 23 minutes to complete, with an average of 4 students per teacher. This information, combined with data from students, and their parents/legal guardians helps to provide a more complete understanding of early childhood education and contexts for learning.

Your school coordinator should have given you informational materials about the study, along with a check for \$40 for completing the questionnaire, if allowed by your school's policy. Use the provided link and unique account information below to complete your questionnaire.

Link: <URL TBD>

Username: «TeachID»

Password: «TEACHPWD»

IELS is conducted in the United States by the National Center for Education Statistics (NCES) in the U.S. Department of Education and is administered by Westat, headquartered in Rockville, Maryland, on behalf of NCES. The U.S. Office of Management and Budget (OMB) has approved the data collection under OMB #1850-0936.

If you have any questions, please do not hesitate to call 1-855-299-1398 or send an email to IELSHelp@westat.com.

Thank you for your time and for supporting this important international study.

Sincerely,

The U.S. IELS Team

The National Center for Education Statistics is authorized to conduct this study under the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Individuals are never identified in any reports. All reported statistics refer to the U.S. as a whole or to national subgroups.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this voluntary survey is 1850-0936. The time required to complete this survey is estimated to average 23 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the survey. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this survey, or any comments or concerns regarding the status of your individual submission of this survey, please write to: International Early Learning Study (IELS), National Center for Education Statistics, Potomac Center Plaza, 550 12th Street, SW, Washington, DC 20202.

Spanish-Language Parent Consent Materials- Field Test

Carta de notificación para padres o madres- Prueba inicial

SCHOOL LETTERHEAD

Estimado(a) padre, madre o tutor legal:

Le escribo para informarle sobre un interesante estudio en el que participará nuestra escuela este otoño. Se trata del Estudio Internacional de Aprendizaje Temprano, o IELS por sus siglas en inglés. Este estudio le permitirá a los Estados Unidos comparar las habilidades y competencias de nuestros niños con las de niños de otros países. Los resultados del estudio IELS proporcionarán a los legisladores, educadores y padres/madres o tutores legales, valiosa información sobre las experiencias que influyen en el aprendizaje temprano de los niños y sus habilidades al comenzar la escuela.

El Centro Nacional para Estadísticas de la Educación, del Departamento de Educación de los Estados Unidos (NCES por sus siglas en inglés) le ha pedido a nuestra escuela que participe en la prueba inicial de IELS, la cual es una prueba del estudio en pequeña escala. La prueba inicial permitirá asegurarse de que las preguntas midan con precisión el conocimiento y habilidades de los niños pequeños en los países participantes. Algunos de nuestros niños de 5 años, incluyendo a su niño o niña, han sido seleccionados al azar para participar. IELS es un estudio voluntario; sin embargo, la participación de su niño o niña es importante para asegurarnos de que obtenemos un panorama preciso de lo que los niños de 5 años en los Estados Unidos pueden hacer.

IELS es un estudio que se hace mediante juegos en tabletas. Se lleva a cabo individualmente con cada niño y personal entrenado para el estudio. La evaluación no tiene una duración específica y se divide en dos días para que el niño no pase tanto tiempo fuera de las actividades regulares del salón de clases. De acuerdo con nuestra experiencia, el estudio toma aproximadamente 30 minutos cada uno de los días y los niños disfrutan de participar.

Le solicito que apoye estos esfuerzos y acepte que su niño o niña participe en el estudio. Uno de los padres o tutores legales de cada estudiante participará en el estudio y se le pedirá que complete una breve encuesta. Usted recibirá \$20 como muestra de agradecimiento por completar la encuesta. (Si no se incluyó aquí un cheque, esto se debe a que todavía no tenemos su nombre y su información de contacto. Cuando tengamos esa información, le enviaremos el cheque por \$20.)

La información que proporcionen los estudiantes y sus padres, madres o tutores legales no se compartirá con los maestros, con nuestra escuela, o con el distrito. Ni los participantes ni las escuelas serán identificados en los datos que se incluyan en reportes. NCES está autorizado a realizar este estudio bajo el Acta de la Reforma de

las Ciencias de la Educación de 2002 (ESRA 2002, 20 U.S.C. §9543). Toda la información que usted y su niño o niña proporcionen puede usarse únicamente para propósitos estadísticos y no puede divulgarse ni usarse de manera que permita identificar a los participantes para ningún otro propósito, a menos que así lo exija la ley (Título 20 del Código de los Estados Unidos, Sección 9573 y Título 6 del Código de los Estados Unidos, Sección151).

NCES trabajará con Westat, una organización que se dedica a realizar estudios, para llevar a cabo la prueba inicial en los Estados Unidos entre noviembre y diciembre. La hoja de información que viene incluida proporciona información adicional sobre el estudio IELS y explica lo que cada niño seleccionado debe hacer si participa.

Si tiene alguna pregunta, por favor no dude en llamar al número [insert study phone number here] o envíe un correo electrónico a [insert study email here]. También puede obtener más información sobre este estudio visitando la página de Internet de IELS: <https://www.myiels.us/>.

Gracias por su tiempo y su consideración sobre la participación de su niño o niña en este importante estudio.

Le saluda atentamente,

Anexos:

Información para los padres/madres sobre la prueba inicial del estudio IELS

Carta de consentimiento implícito para padres o madres- Prueba inicial

SCHOOL LETTERHEAD

Estimado(a) padre, madre o tutor legal:

Le escribo para informarle sobre un interesante estudio en el que participará nuestra escuela este otoño. Se trata del Estudio Internacional de Aprendizaje Temprano, o IELS por sus siglas en inglés. Este estudio le permitirá a los Estados Unidos comparar las habilidades y competencias de nuestros niños con las de niños de otros países. Los resultados del estudio IELS proporcionarán a los legisladores, educadores y padres/madres o tutores legales, valiosa información sobre las experiencias que influyen en el aprendizaje temprano de los niños y sus habilidades al comenzar la escuela.

El Centro Nacional para Estadísticas de la Educación, del Departamento de Educación de los Estados Unidos (NCES por sus siglas en inglés) le ha pedido a nuestra escuela que participe en la prueba inicial de IELS, la cual es una prueba del estudio en pequeña escala. La prueba inicial permitirá asegurarse de que las preguntas midan con precisión el conocimiento y habilidades de los niños pequeños en los países participantes. Algunos de nuestros niños de 5 años, incluyendo a su niño o niña, han sido seleccionados al azar para participar. IELS es un estudio voluntario; sin embargo, la participación de cada niño es importante para asegurarnos de que obtenemos un panorama preciso de lo que los niños de 5 años en los Estados Unidos pueden hacer.

IELS es un estudio que se hace mediante juegos en tabletas. Se lleva a cabo individualmente con cada niño y personal entrenado para el estudio. La evaluación no tiene una duración específica y se divide en dos días para que el niño no pase tanto tiempo fuera de las actividades regulares del salón de clases. De acuerdo con nuestra experiencia, el estudio toma aproximadamente 30 minutos cada uno de los días y los niños disfrutan de participar.

Le solicito que apoye estos esfuerzos y acepte que su niño o niña participe en el estudio. Uno de los padres o tutores legales de cada estudiante participará en el estudio y se le pedirá que complete una breve encuesta. Usted recibirá \$20 como muestra de agradecimiento por completar la encuesta. (Si no se incluyó aquí un cheque, esto se debe a que todavía no tenemos su nombre y su información de contacto. Cuando tengamos esa información, le enviaremos el cheque por \$20.)

La información que proporcionen los estudiantes y sus padres, madres o tutores legales no se compartirá con los maestros, con nuestra escuela, o con el distrito. Ni los participantes ni las escuelas serán identificados en los datos que se incluyan en reportes. NCES está autorizado a realizar este estudio bajo el Acta de la Reforma de las Ciencias de la Educación de 2002 (ESRA 2002, 20 U.S.C. §9543). Toda la información que usted y su niño o niña proporcionen puede usarse únicamente para propósitos estadísticos y no puede divulgarse ni usarse de manera que permita

identificar a los participantes para ningún otro propósito, a menos que así lo exija la ley (Título 20 del Código de los Estados Unidos, Sección 9573 y Título 6 del Código de los Estados Unidos, Sección 151).

NCES trabajará con Westat, una organización que se dedica a realizar estudios, para llevar a cabo la prueba inicial en los Estados Unidos entre noviembre y diciembre. La hoja de información que viene incluida proporciona información adicional sobre el estudio IELTS y explica lo que cada niño seleccionado debe hacer si participa.

Si tiene alguna pregunta, por favor no dude en llamar al número [insert study phone number here] o envíe un correo electrónico a [insert study email here]. También puede obtener más información sobre este estudio visitando la página de Internet de IELTS: <https://www.myiels.us/>.

Si no está de acuerdo en que su niño o niña participe en las actividades del estudio IELTS, por favor háganoslo saber completando el formulario de consentimiento que viene incluido y devuélvalo a la escuela.

Gracias por su tiempo y su consideración sobre la participación de su niño o niña en este importante estudio.

Le saluda atentamente,

Anexos:

Información para los padres/madres sobre la prueba inicial del estudio IELTS
Formulario de consentimiento para el padre/madre/tutor legal

Formulario de Consentimiento Implícito para Padres o Madres- Prueba inicial

Estudio Internacional de Aprendizaje Temprano (IELS por sus siglas en inglés) Prueba del estudio Formulario de consentimiento para el padre/madre o tutor legal

Estamos invitando a su niño o niña de 5 años a participar en la prueba inicial del Estudio Internacional de Aprendizaje Temprano (IELS por sus siglas en inglés). Este estudio será administrado por un equipo de entrevistadores de Westat, que cuenta con experiencia trabajando con niños pequeños. Westat está operando bajo contrato con el Centro Nacional para Estadísticas de la Educación (NCES por sus siglas en inglés) del Departamento de Educación de los Estados Unidos. En el otoño de 2017, se probarán preguntas nuevas en unas 30 escuelas de los Estados Unidos. Esta prueba inicial ayudará a los expertos en desarrollo de evaluaciones a asegurarse de que el estudio IELS sea válido y justo para todos los niños de 5 años en los Estados Unidos.

Si tiene alguna pregunta, por favor no dude en llamar al número [insert study phone number here] o envíe un correo electrónico a [insert study email here]. También puede obtener más información sobre este estudio visitando la página de Internet de IELS: <https://www.myiels.us/>.

Si usted da su autorización para que su niño o niña participe en la prueba inicial de IELS, no tiene que devolvernos este formulario.

Si usted no da su autorización para que su niño o niña participe en la prueba inicial de IELS, por favor marque el cuadrado de abajo, firme y devuelva este formulario a la escuela de su niño o niña lo más pronto posible.

No, no doy mi autorización para que mi niño o niña participe en la prueba inicial de IELS.

_____/_____/_____
(Firma del padre, madre o tutor legal)

Fecha en que firma:

POR FAVOR ESCRIBA CON LETRA DE IMPRENTA:

Nombre del estudiante: _____

Nombre de la escuela: _____

Nombre del padre o madre: _____

Número de teléfono del padre o madre: _____

Correo electrónico del padre o madre: _____

FOR OFFICE USE ONLY:

Student ID: _____

Carta de consentimiento explícito para padres o madres- Prueba inicial

SCHOOL LETTERHEAD

Estimado(a) padre, madre o tutor legal:

Le escribo para informarle sobre un interesante estudio en el que participará nuestra escuela este otoño. Se trata del Estudio Internacional de Aprendizaje Temprano, o IELS por sus siglas en inglés. Este estudio le permitirá a los Estados Unidos comparar las habilidades y competencias de nuestros niños con las de niños de otros países. Los resultados del estudio IELS proporcionarán a los legisladores, educadores y padres/madres o tutores legales, valiosa información sobre las experiencias que influyen en el aprendizaje temprano de los niños y sus habilidades al comenzar la escuela.

El Centro Nacional para Estadísticas de la Educación, del Departamento de Educación de los Estados Unidos (NCES por sus siglas en inglés) le ha pedido a nuestra escuela que participe en la prueba inicial de IELS, la cual es una prueba del estudio en pequeña escala. La prueba inicial permitirá asegurarse de que las preguntas midan con precisión el conocimiento y habilidades de los niños pequeños en los países participantes. Algunos de nuestros niños de 5 años, incluyendo a su niño o niña, han sido seleccionados al azar para participar. IELS es un estudio voluntario; sin embargo, la participación de cada niño es importante para asegurarnos de que obtenemos un panorama preciso de lo que los niños de 5 años en los Estados Unidos pueden hacer.

IELS es un estudio que se hace mediante juegos en tabletas. Se lleva a cabo individualmente con cada niño y personal entrenado para el estudio. La evaluación no tiene una duración específica y se divide en dos días para que el niño no pase tanto tiempo fuera de las actividades regulares del salón de clases. De acuerdo con nuestra experiencia, el estudio toma aproximadamente 30 minutos cada uno de los días y los niños disfrutan de participar.

Le solicito que apoye estos esfuerzos y acepte que su niño o niña participe en el estudio. Uno de los padres o tutores legales de cada estudiante participará en el estudio y se le pedirá que complete una breve encuesta. Usted recibirá \$20 como muestra de agradecimiento por completar la encuesta. (Si no se incluyó aquí un cheque, esto se debe a que todavía no tenemos su nombre y su información de contacto. Cuando tengamos esa información, le enviaremos el cheque por \$20.)

La información que proporcionen los estudiantes y sus padres, madres o tutores legales no se compartirá con los maestros, con nuestra escuela, o con el distrito. Ni los participantes ni las escuelas serán identificados en los datos que se incluyan en reportes. NCES está autorizado a realizar este estudio bajo el Acta de la Reforma de las Ciencias de la Educación de 2002 (ESRA 2002, 20 U.S.C. §9543). Toda la información que usted y su niño o niña proporcionen puede usarse únicamente para propósitos estadísticos y no puede divulgarse ni usarse de manera que permita identificar a los participantes para ningún otro propósito, a menos que así lo exija la

ley (Título 20 del Código de los Estados Unidos, Sección 9573 y Título 6 del Código de los Estados Unidos, Sección151).

NCES trabajará con Westat, una organización que se dedica a realizar estudios, para llevar a cabo la prueba inicial en los Estados Unidos entre noviembre y diciembre. La hoja de información que viene incluida proporciona información adicional sobre el estudio IELTS y explica lo que cada niño seleccionado debe hacer si participa. Si tiene alguna pregunta, por favor no dude en llamar al número [insert study phone number here] o envíe un correo electrónico a [insert study email here]. También puede obtener más información sobre este estudio visitando la página de Internet de IELTS: <https://www.myiels.us/>.

Para permitir que su niño o niña participe en la prueba inicial de IELTS, necesitamos su autorización por escrito. Por favor complete el formulario que viene incluido y devuélvalo a la escuela.

Gracias por su tiempo y su consideración sobre la participación de su niño o niña en este importante estudio.

Le saluda atentamente,

Anexos:

Información para los padres/madres sobre la prueba inicial del estudio IELTS

Formulario de consentimiento para el padre/madre o tutor legal

Formulario de consentimiento explícito para padres o madres- Prueba inicial

Estudio Internacional de Aprendizaje Temprano (IELS por sus siglas en inglés) Prueba inicial Formulario de consentimiento para el padre, madre o tutor legal

Estamos invitando a su niño o niña de 5 años a participar en la prueba inicial del Estudio Internacional de Aprendizaje Temprano (IELS por sus siglas en inglés). Este estudio será administrado por un equipo de entrevistadores de Westat, que cuenta con experiencia trabajando con niños pequeños. Westat está operando bajo contrato con el Centro Nacional para Estadísticas de la Educación (NCES por sus siglas en inglés) del Departamento de Educación de los Estados Unidos. En el otoño de 2017, se probarán preguntas nuevas en unas 30 escuelas de los Estados Unidos. Esta prueba inicial ayudará a los expertos en desarrollo de evaluaciones a asegurarse de que el estudio IELS sea válido y justo para todos los niños de 5 años en los Estados Unidos.

Si tiene alguna pregunta, por favor no dude en llamar al número [insert study phone number here] o envíe un correo electrónico a [insert study email here]. También puede obtener más información sobre este estudio visitando la página de Internet de IELS: <https://www.myiels.us/>.

POR FAVOR MARQUE UN CUADRITO:

- Sí, doy mi autorización para que mi niño(a) participe en la prueba inicial de IELS.
- No, no doy mi autorización para que mi niño(a) participe en la prueba inicial de IELS.

He leído este formulario de autorización y entiendo lo que nos piden a mi niño(a) y a mí que hagamos.

POR FAVOR FIRME A CONTINUACIÓN:

_____/_____/_____
(Firma del padre/madre o tutor/guardián legal)

Fecha en que firma:

POR FAVOR ESCRIBA CON LETRA DE IMPRENTA:

Nombre del estudiante: _____

Nombre de la escuela: _____

Nombre del padre o madre: _____

Número de teléfono del padre o madre: _____

Correo electrónico del padre o madre: _____

FOR OFFICE USE ONLY:

Student ID: _____

Preguntas más frecuentes de los padres o tutores sobre la prueba inicial

Estudio Internacional sobre Aprendizaje Temprano

PREGUNTAS MÁS FRECUENTES

Información para padres o tutores

¿Qué es el Estudio Internacional de Aprendizaje Temprano (IELS por sus siglas en inglés)?

IELS es un estudio internacional que proporciona información importante sobre lo que los niños de 5 años de diferentes países y entornos de aprendizaje saben y pueden hacer al entrar a la escuela primaria. Si bien el estudio está diseñado para ser divertido para los niños, este nos dará información importante sobre sus habilidades en el lenguaje y alfabetización, matemáticas, autorregulación, y habilidades sociales y emocionales. El estudio también obtiene información de los educadores y de los padres o tutores acerca de la educación temprana y las experiencias de cuidado de los niños, entornos de aprendizaje en el hogar, y características personales para examinar la manera en que diversos factores están relacionados con el desarrollo de los niños.

IELS no está diseñado para producir resultados sobre los niños de manera individual. Más bien, los resultados se agruparán para describir a los niños de 5 años del país. No compartiremos en absoluto el desempeño de su niño o niña con los maestros, la escuela, o con el distrito. Los reportes de los resultados no identificarán a los distritos, escuelas, estudiantes, educadores o padres o tutores legales participantes. El Centro Nacional de Estadísticas de Educación (NCES por sus siglas en inglés), del Departamento de Educación de los Estados Unidos facilita la participación de nuestro país en el estudio IELS.

¿Por qué el estudio IELS es importante?

El estudio IELS le permitirá a los Estados Unidos comparar las habilidades y competencias de nuestros niños con las de niños de otros países. Los resultados del estudio IELS proporcionarán a los legisladores, educadores y padres o tutores, información valiosa sobre las experiencias que influyen en el aprendizaje temprano de los niños y sus habilidades al comenzar la escuela.

¿Para qué es la prueba inicial?

La prueba inicial IELS (una prueba del estudio en pequeña escala) se está llevando a cabo en cada país participante para determinar si algunas de las preguntas son prejuiciosas debido a diferencias de nacionalidad, sociales, o culturales; y si el estudio funciona como se había planeado. NCES trabajará con Westat, una organización que se dedica a hacer estudios a través de encuestas, para llevar a cabo la prueba inicial en los Estados, entre noviembre y diciembre de este año. Los participantes proporcionarán información esencial para mejorar el estudio.

¿Por qué deberíamos participar mi niño (o niña) y yo en la prueba inicial?

Los participantes nos ayudan a asegurarnos de que este estudio es justo y también nos proporcionan una imagen precisa de qué pueden hacer en los Estados Unidos los niños de 5 años. A las escuelas que participen en el estudio IELS se les ofrecerán \$200, y los padres o tutores que participen recibirán \$20 como muestra de agradecimiento.

¿Cómo fueron seleccionados mi niño o niña y su escuela para participar en la prueba inicial de IELS?

El Departamento de Educación de los Estados Unidos identificó aproximadamente a 30 escuelas públicas y privadas para representar al país en la prueba inicial. Dentro de cada escuela, hasta 19 niños fueron seleccionados al azar para participar. Aproximadamente 475 niños de 5 años de edad de todo el país, participaron en la prueba inicial.

¿Qué tienen que hacer los estudiantes?

IELS es un estudio basado en juegos que se lleva a cabo usando tabletas. Se les pedirá a los niños que señalen imágenes, consideren situaciones, y completen tareas parecidas a juegos. Ellos no necesitan prepararse con anticipación. La evaluación se lleva a cabo en persona con personal entrenado que cuenta con experiencia trabajando con niños. El estudio no tiene una duración específica y será dividido en dos días para minimizar el tiempo que se aparta a los niños de la actividad regular del salón de clases. Se les permitirá a los niños que tomen los descansos que sean necesarios. De acuerdo con nuestra experiencia, el estudio toma aproximadamente 30 minutos cada día y los niños disfrutaban participar en el estudio.

¿Qué tienen que hacer los padres?

Uno de los padres o tutores legales de cada estudiante participará en el estudio y se le pedirá que complete una breve encuesta en Internet. Si usted lo prefiere, puede solicitar la versión en papel. La encuesta incluye preguntas demográficas, así como preguntas sobre el entorno y experiencias de aprendizaje temprano del niño. También tiene preguntas sobre las habilidades sociales del niño y su participación en algún tipo de cuidado infantil. Usted puede decidir cuándo y dónde completar la encuesta, dentro del plazo del estudio. Usted recibirá \$20 como muestra de agradecimiento por completar la encuesta.

¿Qué sucede si mi niño o niña se niega a participar?

Toda participación es voluntaria. Los niños pueden dejar sin responder cualquier pregunta que no quieran contestar. Cualquier niño(a) que no desee cooperar con el personal de IELS, no tendrá que hacerlo.

Mi niño o niña tiene una discapacidad. ¿ Puede participar de todos modos?

Para los estudiantes con discapacidades y para los que están aprendiendo inglés se podrá ofrecer algunas acomodaciones limitadas para que participen en IELS. Si esas acomodaciones no proporcionan un apoyo adecuado que les permita participar, se podrá excusarlos de participar..

¿Se mantendrán de manera confidencial los nombres de los participantes y sus respuestas ?

Toda la información proporcionada por los maestros, los estudiantes y los padres/madres solamente puede ser usada para propósitos estadísticos y no puede ser divulgada, ni usada de manera que permita identificar a los participantes para ningún otro propósito a menos que lo exija alguna ley (Título 20 del Código de los Estados Unidos, Sección 9573 y Título 6 del Código de los Estados Unidos, Sección 151). Todos los entrevistadores y otro personal del estudio han firmado un compromiso de confidencialidad en donde juran cumplir con esta ley.

¿Con quién puedo comunicarme para pedir información sobre IELS? Para información adicional, llame al número de informaciones de IELS: [\[insert study phone number here\]](tel:[insert study phone number here]), o envíe un correo electrónico a [\[insert study email here\]](mailto:[insert study email here]). También puede informarse mejor sobre el estudio visitando la página de Internet de IELS: <https://www.myiels.us/>.