

**Office of Elementary Education and Reading**  
**Strategies for Administering the Kindergarten Readiness Assessment to Students Who are Served Off-Campus**

Regardless of where and with what technology students take the assessment, testing procedures must still be followed. A test administrator and proctor must both be in the room with the student who is taking the assessment.

1. Utilize technology (e.g. computer, I Pad, etc.) in the natural environment.
2. Bring a school district I Pad to the natural environment.
3. Bus the students to the school to take the assessment utilizing the computer lab, classroom computer, or I Pad.
  - a. Consider running a “bus route” for all four-year-old students who are served at home, in child care centers, and at Head Start so that they could all take the assessment at one school in the computer lab on the same day.
4. Examine any MOUs to determine if the other entity (e.g., Head Start) will transport the child to the school to take the assessment.