

*System Transformation for Equitable  
Preschools (STEP Forward with Data)  
Framework Implementation Guide*

# Activity 4: Considering data collection practices

This resource is part of a larger Implementation Guide for the STEP Forward with Data Framework. For more information, find the complete [Implementation Guide](#) or visit the [STEP Forward with Data Framework website](#).

Child Trends.

The Early Childhood  
**DATA**  
Collaborative

## Activity 4: Considering data collection practices

You may use a combination of quantitative or qualitative data to answer the essential questions. Additionally, you may choose to use various data sources including administrative data, survey data, focus groups, or nationally reported data. We recognize that you may be facing your own data system infrastructure challenges within your preschool system, so it is critical to identify gaps in available data and/or data infrastructure when answering these questions. In the absence of available data, the Framework can outline additional or new data collection that could be considered for future data efforts. The type of data collection approach will differ depending on the preschool system, what data are already being collected, and which data are already accessible to you as a preschool leader.

Data systems and data sharing capabilities within the preschool system				
Which data systems are in place to collect and store information about the preschool system?				
Type of data system	Entity that governs or owns data system	Who has access to data in this system?	How are data used from this system?	Can data from this system be linked to other data systems? If so, specify.
<input type="checkbox"/> Workforce registry				
<input type="checkbox"/> Student information systems				
<input type="checkbox"/> Subsidized child care assistance data system (e.g., Child Care Development Fund)				
<input type="checkbox"/> Head Start vendor data system(s), please list: _____				
<input type="checkbox"/> Early childhood integrated data system (ECIDS)				

**Data systems and data sharing capabilities within the preschool system**

**Which data systems are in place to collect and store information about the preschool system?**

Type of data system	Entity that governs or owns data system	Who has access to data in this system?	How are data used from this system?	Can data from this system be linked to other data systems? If so, specify.
<input type="checkbox"/> State longitudinal data system (SLDS)				
<input type="checkbox"/> Tribal child care information system				
<input type="checkbox"/> Preschool special education data system				
<input type="checkbox"/> Other, please specify: _____				

**Does the preschool system have data sharing agreements in place to share data with...**

- with system leaders? Yes No Unsure
- with preschool programs within the system? Yes No Unsure
- with other early childhood programs or services? Yes No Unsure
- with K-12? Yes No Unsure
- with other, specify: Yes No Unsure

If checked unsure for any of these, who do you need to check with to identify if there are data sharing agreements in place?

Data systems and data sharing capabilities within the preschool system				
Which data systems are in place to collect and store information about the preschool system?				
Type of data system	Entity that governs or owns data system	Who has access to data in this system?	How are data used from this system?	Can data from this system be linked to other data systems? If so, specify.
Do you experience barriers in accessing, analyzing, or using collected preschool system data?				

Qualitative data collection practices			
Which types of qualitative data collection practices are currently used in your preschool system?			
Type of data collection	Frequency of data collection effort	What type of information is collected?	How are data used from this data collection effort?
<input type="checkbox"/> Preschool family survey <input type="checkbox"/> Community family survey <input type="checkbox"/> Workforce member survey <input type="checkbox"/> Preschool family focus group <input type="checkbox"/> Community family focus group <input type="checkbox"/> Workforce member focus group <input type="checkbox"/> Other: _____			

**Qualitative data collection practices**

**Which types of qualitative data collection practices are currently used in your preschool system?**

Type of data collection	Frequency of data collection effort	What type of information is collected?	How are data used from this data collection effort?
<input type="checkbox"/> Preschool family survey <input type="checkbox"/> Community family survey <input type="checkbox"/> Workforce member survey <input type="checkbox"/> Preschool family focus group <input type="checkbox"/> Community family focus group <input type="checkbox"/> Workforce member focus group <input type="checkbox"/> Other: _____			
<input type="checkbox"/> Preschool family survey <input type="checkbox"/> Community family survey <input type="checkbox"/> Workforce member survey <input type="checkbox"/> Preschool family focus group <input type="checkbox"/> Community family focus group <input type="checkbox"/> Workforce member focus group <input type="checkbox"/> Other: _____			

## Application: Data collection and storage practices

The three steps I/my team need to do to answer the questions above that we were unsure of are...

- 1.
- 2.
- 3.

The three people/agencies I need to reach out to for answers to these questions are...

- 1.
- 2.
- 3.

What are three concrete actions I/my team can take in the next six months to identify data sharing needs and remove related barriers?

- 1.
- 2.
- 3.