



Developmental Indicators for the Assessment of Learning, 4th Edition (DIAL-4)

DIAL-4 Borrower Agreement

I: Lender Information

Durham PreK
1201 S. Briggs Avenue, Suite 200
Durham, NC 27703
Phone: (919) 403-6950
Email: durhamprek@childcareservices.org

II: Borrower Information

Contact Name: _____

Site Name: _____

Telephone #: _____ Email: _____

Address: _____

Zip Code: _____

III: DIAL-4 Assessment Materials

The Dial-4 assessment materials are listed as a separate attachment (“Attachment A.”) You will receive a black carrying bag. Inside are a Green Bag, a Red Bag and a Purple Bag with all the assessment materials and manipulatives listed in Attachment A.

IV: Borrower Responsibilities

This agreement and the responsibilities as outlined hereunder are not transferable without the written approval of lender. By executing this agreement, the borrower agrees to comply with the terms set forth below:

A. Insurance

The Borrower is responsible for the full cost of repair or replacement of any or all of the materials that are damaged, lost, confiscated, or stolen from the time Borrower assumes custody until it is returned to Lender. If the materials are lost, stolen or damaged, Borrower agrees to promptly notify the Lender via email.

Initial: _____

B. Commencement and Return of Dial-4 Kits

The Borrower shall be responsible for the proper use and deployment of the Dial-4 Assessment kits. The rental period is two-weeks (10 business days). Upon the signing of this agreement, the Borrower immediately assumes responsibility for the designated time as described below:

Commencement Date: _____

Return Date: _____

The kits shall be returned to the Durham PreK office at the address listed above.

Initial: _____

C. Time Extensions

If the Borrower would like to extend their time with the DIAL-4 kits the Borrower must return the kit and sign a new DIAL-4 Borrower agreement. Upon return of the Kit a Durham PreK representative will inspect the materials described in Attachment A and the Borrower will sign a new agreement. A one-time extension will be granted to the Borrower if a kit is available.

Initial: _____

D. Replacement of damaged, lost or stolen pieces

The DIAL-4 Kits shall be returned to Lender in as good a condition as when received by the Borrower. The Borrower assumes responsibility to be financially accountable for any missing items. In the event that any of the materials are lost, stolen or damaged the Borrower will notify a Durham PreK representative via email and replace the missing items within 30 days of the return date.

Initial: _____

E. Statement from Borrower

I, _____, am borrowing the Dial-4 Assessment materials from Durham PreK. I understand that it is my responsibility to pick up the DIAL-4 kit and to return it to the same location at the end of my rental period. I agree to return the assessment kits in the same condition as it was on the commencement date with normal wear and tear expected. I understand that there is no charge for the rental of the kits. However, in the event that any of the borrowed materials or manipulatives are lost, stolen or damaged during my rental period, I agree to replace those items at my own expense within 30 days of the return date.

Initial: _____

By signing this agreement you hereby agree to the terms set forth and agree to be held accountable for any lost, stolen or damaged items within the time frame described above.

X _____

Dated: _____

Attachment A

The Dial-4 Kits are composed of the following:

Green Bag – Concepts Area

The following materials are included in the Green Bag:

- Concepts area operator's handbook
- 12 Color set of blocks
- Timer
- 18 sorting shapes (6 circles, 6 triangles, 6 squares)
- Rapid object naming card
- Concepts dial

Additional items needed

- *One record form (covering all 3 areas for each child)*

_____ **Initial after assessing all items are in the Green Bag**

Red Bag – Motor Area

The following materials are included in the Red Bag:

- Motor area operator's handbook
- Tape
- Tape measure
- 12 blocks (6 white. 6 red)
- Dinosaur cutting card (one per child)
- Copying dial
- Wall flower card
- Ladybug beanbag
- Scissors (suitable for left and right hand use)
- Dinosuar scoring overlay

Additional items needed

- *One record form (covering all 3 areas for each child)*
- *A watch or clock with a second hand (that you must provide yourself) for timing task 2A*
- *Two sharpened No.2 pencils with erasers (that you must provide yourself)*

_____ **Initial after assessing all items are in the Red Bag**

Purple Bag – Language Area

The following materials are included in the Purple Bag:

- Language area operator’s handbook
- Mirror
- Objects and actions dial
- I spy picture
- Articulation Dial (English) & Articulation Dial (Spanish)
- Alphabet Soup card

Additional items needed

- *One record form (covering all 3 areas for each child)*

_____ **Initial after assessing all items are in the Purple Bag**

The inspection of the DIAL-4 Kit was inspected by the following:

X: _____, Lender Representative

X: _____, Borrower

.....
The Kit was returned on _____. Inspection completed by the following:

X: _____, Lender Representative

X: _____, Borrower

Comments: _____
