



CLASS DOJO POLICY

FEBRUARY 2021

HEADTEACHER: MR K RONDEAU

LOVING, GROWING and SUCCEEDING TOGETHER

CLASS DOJO

ACADEMIC YEAR 2020/2021



WHY?

Effective communication between home and school is vital in supporting children with their learning. Our school vision of 'Loving, Growing and Succeeding Together' is key to our school community. We work with one another, for one another; our aim is for class Dojo to support children and families with an easy and effective way of communicating with the school.

HOW?

We have introduced Class Dojo in every class to enable children and families to communicate and connect with the school on a safe and a secure platform. The use of Class Dojo will support and compliment the school's current remote learning offer and will enhance this by enabling daily communication between school and families so that we can provide feedback, showcase learning and communicate key messages.

Expectations of Teaching Staff:

- Create and maintain Class Dojo accounts via the website www.classdojo.com or download the app on to your mobile phone devices. (There is no expectation for staff to download the app onto personal devices as we are mindful of work/life balance and security of pupil information)
- Ensure all families and children in your class have signed up to Class Dojo and have access to the app
- Post regular updates on class pages to ensure consistent communication with their classes. The number of posts teachers make and the content, which has to be appropriate or relevant, is at the discretion of the teacher. However, regular reminder posts about learning menu for the day, deadlines for 'must-submits' swimming, PE days and/or other important class events such as trips or assemblies is expected.
- Feedback, including positive praise of work should be shared either individually to children and parents or via the class page.
- All members of staff using Class Dojo are asked to set a 'quiet hours' on their page, this is when messages will not be read or responded to out of the designated hours. The agreed quiet hours are between 4.30pm and 8.00am. Teachers may read messages whenever they like, but there is no obligation to reply until they are in a position to do so.
- Teachers are expected to engage in activities that support teaching and learning and not the day-to-day administration of school business e.g. school dinner orders.
- All users of Class Dojo are to make themselves fully aware of the children who are in LA care or who do not have permission to have their photographs shared on websites and social media from the school.
- Ensure any new children that join their class throughout the year are added to Class Dojo

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Expectations of children:

- Children are expected to encourage their parents and/or carers to join Class Dojo; they should be given the invitations and any update letters when sent out.
- Use your login to showcase your home learning and get updates and important messages from your class teacher
- To ensure anything you post on Class Dojo is related to the activities set by your class teachers

Expectations of parent/carers:

- Sign up to class Dojo using the website www.classdojo.com or download the app onto your mobile device. ClassDojo will notify parents/carers automatically whenever they receive a new private message, or when a new post is added to the Class Story, School Story, or their child's Portfolio.
- If you have any questions, queries or concerns, do feel free to message your child's teacher on Class Dojo and they will also keep in touch with you via Class Dojo.
- Communications with school about the administration of school business must be made through the school office, rather than through the teacher account.
- In order to maintain the well-being of our class teachers and support staff, as well as ensuring they have a work-life balance, we ask that you bear in mind that though staff can be messaged by you at any time, they will not respond back to the message during the 'quiet hours'.

Monitoring of the Policy:

It is the responsibility of all members of staff who use Class Dojo to ensure it is used according to this policy. Monitoring of the policy will be by Senior Leaders who may periodically view class pages as an opportunity to share good practice and to ensure that staff aren't being put under any undue workload pressure.