



# CLASS DOJO POLICY

**Last Reviewed:** September 2023

**Next Review Due:** September 2024

### **What is Class Dojo?**

Class Dojo is an online platform that allows children, parents and teachers the ability to communicate. Each child, parents and teacher has an individual log which is for their own personal use. Children and parents are part of their class only, whilst teachers may be invited to join multiple classes. The 'class owner' (usually the main class teacher) is responsible for the administration of the class.

### **Class Story**

This is where teachers linked to the class can share items for the parents and children of their class to see. Users of the class 'like' or comment on the class story.

### **Portfolios**

Each child has his/her/their own portfolio where they can upload photos, drawings, texts, files, videos and sound recording. This can only be seen by the teacher linked to the class. No other pupils or parents can see these, nor can teachers from other classes. The class teacher can post activities to be completed in the portfolio section.

### **Messages**

Parents can message the teachers linked to their class directly. This is a private message between parent and teacher. Please be aware that teachers have an obligation to share messages with the head teacher if there is a concern. All messages must be polite and respectful.

### **Class Dojo Points**

Teachers can award class dojo points to any pupil in their class. These are awarded as the teacher sees fit and there are no limit. They are linked to the schools values and learning behaviour characters.

### **What are we using class Dojo for?**

Parents in F2 are able to message their class teachers to ask polite questions related to home learning and to share news, notices and celebrations.

Teachers will not use Class Dojo for non-essential class information e.g. trip reminders, asking for help to highlight pupils achievements, or check information has reached home. If you have any concerns the Class Dojo is not the platform for them and teachers must be spoken to either at the gate or contacted by phone.

### **What can teachers put on Class Dojo?**

Staff can upload photos, videos and files for individuals or the class to see. These are covered by our Acceptable use of technology Code of Conduct policy. Staff will only use Class Dojo during normal working hours Monday to Friday and between 8.30am and 4pm. A reply will be sent within 48 hours.

### **What messages can parents send to class teachers?**

Parents may wish to politely ask questions regarding home learning or share information regarding their education. Questions or queries relating to wider school issues should be directed to class teachers in person or by email to the school office or a phone call. Any abusive, inappropriate or intolerant behaviour on Class Dojo will be reported and the login will be terminated.

### **What Class Dojo must not be used for:**

- Replacement of absence notes.
- Enquiries about classroom or playground incidents. These must be communicated to school in the usual way.
- A replacement for parent-teacher meeting.
- Complaints; these must be communicated in the usual way.
- Communicating messages to the class teacher; these must go through the office.

### **Acceptable Use**

Parents and Carers are expected to be polite and respectful when communicating with school. If there is inappropriate language or misuse of class Dojo, the Headteacher will be informed and the school has the right to terminate use of Class Dojo with individuals or the whole school community.

### **Reward Systems**

Class Dojo is not the only reward system in school. We have a school behaviour rocket, weekly head teacher merit certificates, postcards, star of the week, head teacher stickers and other stickers. Children may receive a range of rewards over the school year.

There is no leader board and no negative points are given out. Class Dojo reflect personal achievement; there is no 'winner' for most points or any comparison between children's points totals.