

Article 28 - You have the right to a good quality education

Article 17 - You have a right to information that is important to your well-being. Adults should make sure that information shared will help you

Blaenymaes Primary School



Class dojo policy

Class dojo Policy

At Blaenymaes Primary, we believe that an effective partnership between home and school is beneficial in supporting children in their learning. Class Dojo is a communication application (app) which connects parents/carers and teachers. It has a reward component (used in classrooms) and a communication system.

Staff use Class dojo as a communication platform to encourage children and to engage parents/carers in their children's learning. Teachers can communicate with parents/ carers on a 1:1 messaging service or via the class page where general class messages can be shared.

Through Class dojo, parents/carers can be kept informed of class events and see evidence of their child's work and learning environment.

Aims:

1. To establish effective communication links with parents/ carers.
2. To share pupils learning experiences with parents / carers, and to communicate home learning.

Class dojo has three main elements:

Dojo points - Staff use dojo points to reward positive behaviour in line with the school's behaviour policy. Pupils collect dojo points and earn rewards / prizes (decided by the pupils in each class)

Class Story - Teachers use class story to share general class news, celebrations, class newsletters, reminders relating to the class or whole school messages. During 'lockdown' periods, class story will be used to share home learning, and links to relevant websites. Parents / carers can view, like and leave comments on class story posts.

Class dojo messaging - Teachers and parents can use the 1-1 messaging to communicate with each other.

Staff responsibilities:

- Teachers are responsible for setting up their new class at the start of an academic year, and to send out invitations to the parents in their class who are not already connected, and regularly encourage parents to sign up. It is imperative that teachers remember to add new children (and send home parent invites) who join their class throughout the year.

- Teachers are encouraged to post class updates on their class story regularly. The number of posts teachers make and the content, which has to be appropriate or relevant, is at the discretion of the teacher. The following should be a minimum:
 - regular reminder posts about swimming/PE days/home learning deadlines and/or other important class events such as trips or assemblies
- - weekly/ fortnightly celebrations of class learning
- During periods of lockdown, teachers should be posting on class story daily, which would include home learning tasks, links to home learning topic websites and may include pre-recorded check in videos.
- It is important that staff have a good work life balance, and although teachers can be messaged at any time of the day, members of staff are encouraged to set a 'quiet hours' on their page. During quiet hours, teachers won't receive notifications on their dojo app and won't be required to respond to parents ** The agreed quiet hours are between 5.30pm and 7.00am. Mondays to Friday and all weekend / school holidays.

**** If a teacher does read message during quiet hours, and feels it is urgent they may reply.**

- Teachers must make themselves fully aware of the children who do not have permission to have their photographs shared on Class Dojo, and ensure that these children do not appear on Class Dojo.
- To follow all safeguarding policies and staff code of conduct.

Parents / carers responsibilities:

- To connect to class dojo to view your child's dojo points and check dojo regularly for any class updates or messages sent by the class teacher.
- 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. If a matter cannot be easily resolved via the messaging service, the class teacher will arrange a phone call or meeting.
- In order to maintain the well-being of our class teachers, as well as ensuring they have a work-life balance, we ask that you bear in mind that though teachers can be messaged by you at any time, they may not respond back to the message during the 'quiet hours' but will respond as soon after. Quiet hours are between 5.30pm - 7am Mondays - Fridays and all weekends / school holidays.

- Parents/carers must be polite and respectful when messaging teachers 1-1 through the messaging facility or commenting on the class news feed. Any inappropriate comments or verbal abuse will not be tolerated and may result in the parent/carer being removed from class dojo.
- Parents /carers may use the like button on class story or leave positive comments on the posts. **Class story** is not to be used as a forum to make negative comments or complaints.
- Parents / carers should share information with children but children should not post themselves on class dojo or respond to class story. Children should not have unsupervised access to the app.
- When using Class Dojo you will be subject to the Privacy Policy and any posted guidelines, policies or rules applicable to specific features of the Class Dojo Website or ClassDojo App (you will be consenting to these when creating your account). Details of the policy can be found on <https://www.classdojo.com/en-gb/terms/>

This policy will be regularly reviewed by school staff to ensure it is effective in achieving the aims of this policy.