

## LEADGATE PRIMARY SCHOOL

### CLASS DOJO POLICY

**Caring, Sharing, Learning Together.**

#### **Background:**

We believe that effective communication between home and school is essential to supporting children in their learning.

As a result, we have introduced Class Dojo in every class to celebrate the sensible choices the children make. Class Dojo is a communication application (app) which connects parents/carers, teachers and children. Teachers use it as a communication platform to encourage children and to get parents/carers engaged in their children's learning. It has a reward component and a communication system.

Class Dojo is used alongside our other school reward systems. Each child gets an avatar, and teachers award dojos for things such as good home learning, participating in class, staying on task, following our school values.

Teachers can use a range of media (smartphone, tablet or computer) to give dojos throughout the school day. Each child's dojo can be displayed via a smart board, and parents, via their app, can see these. Teachers can communicate with parents on a 1:1 messaging service or via the class page where general class messages can be shared.

#### **Aims:**

- To establish more effective communication links with parents.
- To enhance the current effective behaviour policy

#### **Expectations for Staff:**

- Teachers are expected to create a Class Dojo account via the website [www.classdojo.com](http://www.classdojo.com) and also download the free app onto their school laptop or year group iPad
- Teachers are expected to send out invitations to the parents in their class, and regularly encourage parents to sign up. It is imperative that teachers remember to add new children that join their class throughout the year.
- Class Dojo points are to be used as an addition to positive classroom management.
- Teachers are encouraged to post updates on their class page. 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 though:

- regular reminder posts about swimming/PE days/home learning deadlines and/or other important class events such as trips or assemblies. In addition, celebrations of work should be shared either individually to 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 5.00pm and 8.00am. Mondays to Fridays.
- It is not expected that teachers will need the app on their mobile device, please be mindful of the impact this may have on your personal time.
- Teachers are respectfully reminded to not engage in any conversations about personal matters via the class page or the messaging service .
- All user 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.

#### **Expectations for children:**

Children are expected to encourage their parents and carers to join the Class Dojo; they should be given the invitations and any update letters when sent out.

#### **Expectations for parent/carers:**

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. You can still leave messages at the front office, send e-mails and communicate with the school in the same ways you use to.

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 will not respond back to the message during the 'quiet hours'

Teachers will not be able to respond to your messages on weekends and any other time outside of the stated period. If it is an urgent concern or query, please do follow the channels of communications that you would have done previously.

#### **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 ask to view the Class Dojo page at regular intervals to ensure the policy is being adhered to.