

# St Michael in the Hamlet Primary School

## Class Dojo Policy and Code of Conduct



### 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 positive choices the children make. Class Dojo is also a great communication tool 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 e.g. house points.

Each child gets an avatar, and teachers award dojos for things such as working hard, participating in class, staying on task, following our school values and being kind / helpful to others. Teachers can use a range of media 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 story where general class messages can be shared.

Class Dojo is also an excellent tool to help with home learning. The teacher can add activities to the portfolio section and children can complete tasks and send them directly back to the teacher for feedback. We will be using Class Dojo as our main home learning tool in the event of a bubble closing.

### Aims

- To establish more effective communication links with parents;
- To provide an effective home learning platform that can be easily accessed by children and their parents;
- To enhance the current behaviour policy

We are

*Safe, Motivational, Inclusive, a Team and Happy*



## Expectations for Staff

- Teachers are expected to create a Class Dojo account via the website [www.classdojo.com](http://www.classdojo.com) and to download the free app onto their school laptop or 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.
- Teachers are encouraged to post regular updates on their class story. As well as giving parents information about PE, spellings etc. teachers will also celebrate the children's work (this may be done on the class story or individually via messages).
- 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.
- Teachers are respectfully reminded to not engage in any conversations about personal matters via the class story or the messaging service. The school policy is to invite parents/carers in for face to face dialogue or phone call when this is not possible.
- 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 parent/carers

- If you have any questions, queries or concerns, do feel free to message your child's teacher on Class Dojo. They will also keep in touch with you via Class Dojo. You can still leave messages at the office, send e-mails and communicate with the school in the same ways you used to.
- In order to maintain the well-being of our class teachers, 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.' If it is an urgent concern or query, please do follow the channels of communication 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.

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