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**ClassDojo Protocol**

CEO

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TWHF Schools

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n/a

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# 1. Introduction

# We believe that an effective partnership between home and school is beneficial in supporting children in their learning and enabling them to reach their full potential. In our school we use ClassDojo to enhance effective communication. ClassDojo is a communication application (app) which connects parents/carers, teachers and children. Staff use it as a communication platform to encourage children and to engage parents/carers in their children’s learning.

# ClassDojo has a reward component and a communication system. Teachers can communicate with parents on a 1:1 messaging service or via the ‘class story’ where general class messages and celebrations are shared. Notices for parents/carers in all classes are shared on the ‘school story’. Children and parents/carers can also post evidence of work they are proud of in their own portfolio in order to share it with their teacher.

# Curriculum details, school policies and other information can be found on the school website.

# 2. Key aim

# To enhance effective communication with parents/carers

# 3. About ClassDojo

# ClassDojo has four main elements:

|  |  |
| --- | --- |
| **Function** | **Use** |
| **Dojo points** | Children can earn Dojo points for effort, showing values or other for other achievements |
| **Class story** | Teachers will use this to share class news, celebrations, updates and reminders relating to the class. They may also use this for setting homework tasks.Parents/carers have the option to ‘like’ or comment on posts. |
| **School story** | This is used for whole school news, celebrations, sending newsletters, updates and reminders.Parents/carers have the option to ‘like’ or comment on posts. |
| **Messaging** | This function is used for 1:1 private messaging between school staff and parents/carers. |

# 4. Responsibilities of staff

# Teachers are expected to send out invitations to the parents in their class, and regularly encourage parents to sign up

# Teachers are encouraged to post updates on their class page

# To ensure that ClassDojo posts and messages are positive

# Members of staff will not communicate via ClassDojo outside the designated hours of 8.30am and 4.30pm. They will not be able to respond to messages during lesson time

# Staff will use school devices for using ClassDojo

# Teachers will be fully aware of the children who do not have permission to have their photographs shared. They will ensure that these children do not appear on ClassDojo

# Teachers will share homework tasks with parents on ClassDojo as appropriate

# Staff will aim to respond to communication within 2 working days

# Teachers will follow all safeguarding polices and staff code of conduct whilst using ClassDojo

# 5. Parent/carer responsibilities

1. To use images and ClassDojo points to discuss learning and their child’s day at school with them

# To ensure messages about pupil absence go through the normal absence channels and are not reported via ClassDojo

# To raise urgent matters via the school office, not through ClassDojo as these may not be picked up in time

# To message staff only between 8.30am and 4.30pm. Parents should avoid messaging staff and understand that they will not receive a response outside of these hours. Parents/carers can expect a response to messages within two working days

# To ensure communication via ClassDojo is positive, polite and professional. The school reserves the right to withdraw the use of ClassDojo if it is used inappropriately

# To ensure that their child uses ClassDojo safely if using it themselves

# 6. Pupil responsibilities

# To agree and follow the school rules for ClassDojo (Appendix A)

# To encourage parents to engage with ClassDojo

# To complete assigned homework tasks as set on ClassDojo as required

# 7. Leadership Responsibilities

# To monitoring implementation of this policy

# To have sight of all class pages and to regularly review content

# To address any misuse with the relevant parties

# 8. Links with Other Policies

# Behaviour policy

# Safeguarding policy

# E-Safety policy

# Acceptable use policy

# ClassDojo App | Early Primary Teachers & Special Education | eStormClassDojo App Data & Review - Education - Apps Rankings!Appendix A

**When I use ClassDojo I will:**

* Show respect to my teachers, teaching assistants and class mates
* Be kind and friendly
* Tell an adult if something worries or upsets me
* Only use ClassDojo with permission from my parent or carer
* Only login to my own account
* Use appropriate language

**I understand that my teacher will speak to me if I do not follow this agreement.**

**Signed:**

**Date:**

**ClassDojo Agreement**

Pupil name:

School: