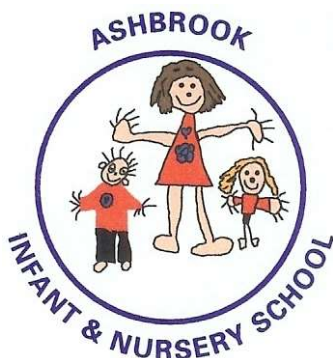


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ASHBROOK INFANT AND NURSERY SCHOOL

Dojo Policy

at Ashbrook Infant and Nursery School

Introduction:

We believe that an effective partnership between home and school is beneficial in supporting children in their learning. We use Class Dojo across school to help us achieve this.

Class Dojo is a digital classroom management tool designed to offer rewards to children for following the school expectations for behaviour and good work. Each child has their own avatar and teachers award dojo points for things such as reading at home, participating in class, or staying on task. Teachers can use a tablet, iPod or computer to give points throughout the school day. Each child's points can be displayed via the smart board in the classroom and parents, via their app, can see their child's points. Teachers and support staff can communicate with parents via the class page where general class messages can be shared.

Aims:

- To maintain communication links with parents.
- To support the development of children's work and behaviour through rewards.

Staff:

- Staff will be part of the class in which they work on Dojo and will have the app downloaded on to their school iPod and school computer. They will also be able to access the school story.
- The School Business Manager will send out invitations to the parents in each class, and regularly encourage parents to join up.
- Staff are encouraged to post updates on their class page- the amount is at their discretion.
- Staff will only respond to Dojo messages between the hours of 8am and 4pm. Please keep in mind that staff are teaching and are with your children. They will answer you when they can and will aim to respond within 2 days.
- Staff will not have Class Dojo on their personal devices.
- Staff will not engage in any conversations about personal matters via Class Dojo.
- All users 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.

Parents and Carers:

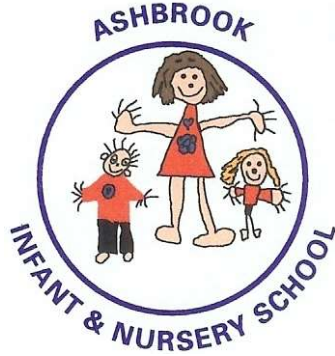
- Agree to follow the Parent User Agreement Form (appendix 1) before using Class Dojo.
- If you have any questions that do not require an immediate response, you can message your child's teacher or the School Business Manager on Class Dojo. If you have an urgent query or concern, please email info@ashbrook-inf.derbyshire.sch.uk or telephone the school on 01332 662695. If your matter cannot be easily resolved we will arrange a meeting with the relevant member of staff at a mutually convenient time.
- 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 although you may message teachers outside of the designated hours, they will not respond back to the message during the 'quiet hours' (4pm – 8am)
- Teachers will not respond to your messages at weekends or during school holidays. If it is an urgent concern or query, please do follow these channels of communications: info@ashbrook-inf.derbyshire.sch.uk or if it is a safeguarding issue please email safeguarding@ashbrook-inf.derbyshire.sch.uk . For urgent safeguarding issues please call Starting Point on 01629 533190 or, if you feel a child is in immediate danger, the police.
- Parents must be polite and respectful when messaging teachers or commenting on the class news feed. Any inappropriate comments will be removed/blocked and the service will be removed from the person responsible. There will be no facility to comment on the main school page.

Leadership Responsibilities:

- Monitoring of the policy will be by Senior Leaders who can view each Class Dojo page at regular intervals to ensure the policy is being adhered to, and address any misuse with the relevant parties.
- Senior Leaders will regularly review the use of Class Dojo to ensure it is effective in achieving the aims of this policy.

Links with Other Policies:

- Behaviour policy
- Safeguarding/Child protection policy
- Data protection policy and privacy notices
- ICT and internet acceptable use policy
- E-Safety policy



Class Dojo Parent User Agreement Form

Parents and Carers must agree to the following in order to be invited to join Ashbrook Infant and Nursery School Dojo account:

- ✓ I have read and understood the school's Class Dojo Policy.
- ✓ I agree to the school posting pictures of my child, their work and positive comments about my child on Class Dojo, which could be viewed by other members (see admissions booklet)
- ✓ I am aware that all images posted on Class Dojo remain the property of Ashbrook Infant and Nursery School and should not be reproduced. I agree not to copy or reproduce images, e.g. as screen shots, or post them on social media.
- ✓ I agree that any messages or information I send to the school will be positive, respectful and in keeping with the positive spirit of Class Dojo and the school statement regarding acceptable behaviour towards Derbyshire County Council Employees. I understand that teachers will only access Class Dojo Monday to Friday 8am-4pm and I will wait up to 2 days for a response before contacting again.
- ✓ I agree not to post negative messages or raise serious concerns on the Class Dojo site. Should I have any complaints or concerns related to my child's education or care, I agree to raise the issue using the stages identified in the school's Complaints Procedure and Policy. (Note – This policy is available on the school website or in person from the school office.)
- ✓ I understand that if I am not positive and respectful, and my comments or messages are not in keeping with the positive spirit of Class Dojo, my invite will be removed.
- ✓ I agree not to share my password with anyone other than immediate family members, e.g. spouse.
- ✓ If I have any concerns, queries or questions regarding Class Dojo or any content posted on the site, I will raise them with the Headteacher via email to info@ashbrook-inf.derbyshire.sch.uk or by telephone.

I agree to the above terms listed above when using Class Dojo

Signed Date

Parent of in Class