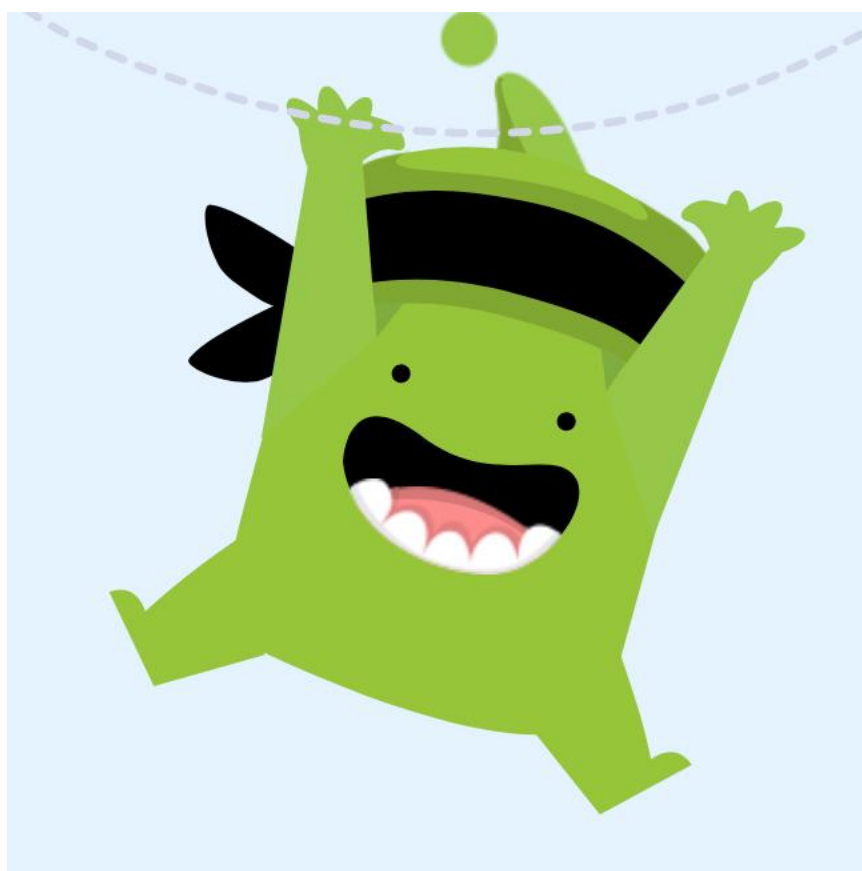




Aston All Saints C of E Primary

Dojo Policy

2025-26



Introduction

We believe that an effective partnership between home and school is beneficial in supporting children in their learning. As a result, we have introduced Class Dojo in all year groups.

- ClassDojo is an online tool that offers many useful features including behaviour management, parent/carers, and teacher communication as well as class/school newsfeeds. Some year groups at Aston All Saints c of E Primary use ClassDojo for behaviour management.
- ClassDojo is free and works on any iOS/Android/Kindle Fire device or web browser. Parents/carers can also read all Class Story posts in their preferred language instantly.
- In order for the system to work efficiently and effectively, this document will highlight the expectations around use from teachers and parents/carers in order to keep ClassDojo as a positive tool.
- These expectations will be annually reviewed during and after the implementation of ClassDojo to reflect the values of the school.
- ClassDojo is compliant with the GDPR. All information on ClassDojo is private between teachers, school leaders, and parents/carers. Information is never sold and ClassDojo permanently deletes students' personal information when they stop using ClassDojo. School Leaders, Teachers, and parents can access and delete their information at any time.

Aims

- To establish more effective communication links with parents.
- To support and enhance home and remote learning.

Teacher expectations

- Teachers are expected to access their Class Dojo account via the website www.classdojo.com and also download the free app onto their school laptop or tablet device.

- 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:
 - Regular reminder posts about PE days/swimming/home learning and/or other important class events such as trips or assemblies
 - Weekly 'learning in action' should be shared either individually to parents or via the class newsfeed
- All members of staff using Class Dojo are asked to set '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 4:00 pm and 8:00 am Mondays to Friday, and all-day Saturday and Sunday.
- Teachers are expected to check class Dojo regularly.
- Teachers are not expected to respond to class dojo messages during learning time.
- Teachers are respectfully reminded to not engage in any conversations about personal matters via the messaging service, **or** get into lengthy discussions. If a message from a parent requires more than a simple response, then a phone discussion is more appropriate.
- Behaviour incidents, restorative conversations, accidents & injuries should be communicated in person, by phone call or via Medical Tracker notifications. Any changes to this approach to support family needs must be agreed by SLT.

Parent/Carer expectations

- All families are encouraged to sign up to Class Dojo as this will be the main source of communication for Aston All Saints C of E Primary.
- In order to maintain the well-being of our staff, 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, will not respond back to the message during the 'quiet hours'.
- **The following matters should always go through the Reception desk and will not be responded to by teachers:**
 - Absence (such as medical appointments)
 - Sickness
 - School dinner or Wrap Around Care enquiries
 - General finance
 - Complaints

- Urgent messages (e.g. collection of children, change of person collecting)
- Parents must be polite and respectful when messaging teachers. Any inappropriate messages will be reported to SLT immediately and the service may be removed for the user.
- Parents/carers should be aware that an immediate response cannot be expected, as the main priority of staff is to teach, and a response will be given at a convenient time, during working hours.
- Parents/carers should not use this messaging tool to enquire about the progress or behaviour of their child, but can use it to arrange a meeting with class teachers to discuss any questions they may have.
- ClassDojo is only available to parents/carers. Any alterations to this should be agreed with SLT

Parents should not take images from ClassDojo and post them elsewhere online, this ensures all pupils and families are safeguarded. Breaching this requirement will lead to account suspension.

Leadership expectations

- 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:

ICT Acceptable Use Policy

Child Protection & Safeguarding policy

GDPR Policy & Privacy Notice

E-Safety Policy