



St Luke's and Moreland Primary Schools Home-School Class Dojo Policy

The following policy refers to the use of Class Dojo as a home-school communication tool during any school closures/partial closures or self-isolation of bubbles.

Aims:

- To maintain the community relationship between Moreland and St' Luke Primary Schools and families so that school continues to be an active presence in their lives.
- For children to continue having a sense of being a part of their class, in contact with teachers and the life of their peers.
- For teachers to encourage and support children in continuing with home learning.
To support children in using online communication media in a positive and appropriate way that is beneficial to their lives.

Process:

Teachers will:

- Post a Daily Class Story
- They may set a small, fun task on the Portfolio
- Comment on work sent in by children

Parents/Pupils can:

Comments:

- Children can like the post of a teacher in the Class story.
- Children comment on a Class Story post with a positive comment.
Example: 'It's fantastic seeing the great work everyone is doing!'

Portfolio:

- Students can post their classwork like poems, speeches, and artwork to their Student story through photos and videos
- Any work that is submitted to the Pupil's portfolio will only be accessible by the Class Teacher and the connected parents to that child's account.

Messages:

- Message your child's teacher if you want to share something positive from home or congratulate your child on something they have done for school work.
- Message your child's teacher if you have a small query or would like to find out something simple

- Do message your child's teacher on Class Dojo if your child has any minor worries, for example:
 - I found it hard to find home learning for Monday. Where can this be found?
 - How can I see the work my child has submitted to Class Dojo?
 - Where do I find the Class Story?

Teachers will aim to reply on the same day to messages sent during school hours (9.00am-3.30pm)

Messages sent after 3.30pm will usually be responded to on the following working day.

Home-School ClassDojo Policy - September 2021

Appendix: Online Safety and Acceptable Use of ClassDojo

Online communication is a fact of modern life and we are using ClassDojo to support a strong link between home and school that enhances children's school experience. As stated in the school's acceptable use policies, we expect everybody to behave in a positive manner, engaging respectfully with the school and each other on ClassDojo, in the same way as they would face to face.

This positive behaviour can be summarised as being kind and polite and not making any posts which are or could be construed as rude, insulting, aggressive, bullying or otherwise inappropriate.

ClassDojo is set up with accounts for the children. We welcome our parents to add themselves as parental accounts using their e-mails. We guide parents to see this as a shared experience where they are modelling to and supporting their child in learning how to use online communication well.

ClassDojo's Acceptable Use Terms

1. You will not post unauthorized commercial communications (such as spam, promotional emails, or advertisements) on or through the Service.
2. You will not upload viruses or other malicious code, files or programs.
3. You will not collect, solicit or otherwise obtain login information or access an account belonging to someone else.
4. You will not bully, intimidate, or harass any User or use the Service in any manner that is threatening, abusive, violent, or harmful to any person or entity, or invasive of another's privacy.
5. You will not impersonate a ClassDojo for a School employee, or any other person, or falsely state or otherwise misrepresent your affiliation with any person or entity.
6. You will not copy, modify, or distribute any text, graphics, or other material or content available through the Service without our prior written permission, or if such content is a User Content, the prior written consent of such User.

If parents have a concern about school or pupil use of ClassDojo, please contact:

- Rich Slee, ICT Co-ordinator Moreland Primary School
- Dominic Ebassi, Designated Safeguarding Lead – Moreland Primary School
- Jenny Phillips, ICT Co-ordinator and AHT – St Luke's Primary School
- Monica Dickman, SENCO and Designated Safeguarding Lead – St Luke's Primary School

Breaches of this policy and of school AUPs (Acceptable Use Policies) will be dealt with in line with the school behaviour policy (for pupils) or code of conduct (for staff).

Further to this, where an incident relates to an inappropriate ClassDojo post by a member of the school community, we will contact the parent or staff member and delete the post/ request that the post be deleted as appropriate and will expect this to be actioned promptly.