



Sebert Wood Primary School

Class Dojo Usage

Introduction

1.1 Class Dojo is an online tool which offers class/school newsfeeds for teachers to share photographs and information linked to the current learning.

1.2 Class Dojo 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.

1.3 In order for the system to work efficiently and effectively, this document will highlight the stipulations around use from teachers and parents/carers in order to keep Class Dojo as a positive tool.

1.4 These stipulations will be reviewed annually to reflect the values of the school.

1.5 Class Dojo is compliant with the GDPR and parents/carers give permission for the school to process their child's data on the system when they complete the data processing consent form. All information on Class Dojo is private between teachers, parents/carers and students. Information is never sold and Class Dojo permanently deletes students' personal information when they stop using Class Dojo.

How does Class Dojo work?

2.1 We use the Class Dojo App to communicate securely with parents/carers about their children online. The app offers a Facebook style interface which manages the flow of frequent information from school to home.

2.2 Parents/carers are sent a passcode which connects them to their child's account - we use Class Dojo from Year 1 all the way through to Year 6.

2.3 Pupils will have the opportunity to login to their own area of Class Dojo and change their avatar (monster).

2.4 We will use Class Dojo to keep in touch with you about school events and send reminders.

Parents/Carers and Class Dojo

- 3.1 If parents/carers sign up to use Class Dojo, then they have accepted in full to the use of Class Dojo.
- 3.2 Parents/carers can use a generated invite code in order to link with their child's class, either through the use of the smart phone app or website.
- 3.3 Only parents/carers will be given access codes to Class Dojo. It is expected that up to two parents will be linked to a child's account; any additional adults will only be accepted in special circumstances.
- 3.4 Parents/carers can view their child's story feed and like posts.
- 3.5 Parents/carers will not message teachers; any emails should to be sent to admin@sebertwood.co.uk
- 3.6 Parents/carers must give consent for their child's photographs to be published on Class Dojo on school gateway system.
- 3.7 Parents/carers cannot share photographs, messages or work samples published on Class Dojo on their personal social media accounts due to a breach of privacy. Parents/carers who share private or confidential material or information may be removed from Class Dojo.
- 3.8 Parents/carers will recognise that Class Dojo is a means to share positive understandings of classroom and whole school learning.

School staff and Class Dojo

- 4.1 Teachers are encouraged to post a minimum three updates on their class page per week- and may include regular reminder posts about homework and other important class events such as trips.
- 4.2 All users of Class Dojo are to make themselves fully aware of the children who do not have permission to have their photographs shared on websites and social media from the school.
- 4.3 Teachers will share photos only for students whose parents/carers have given written permission that this information can be shared.