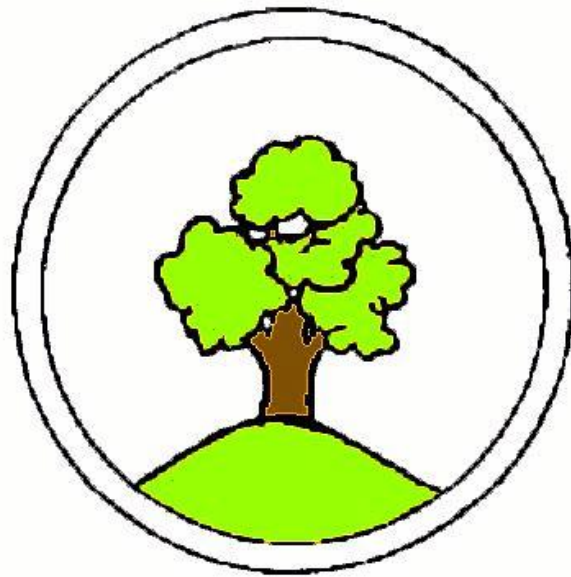


# Bushbury Hill Primary School



## Class Dojo Policy

<b>Document Holder</b>	<b>Charlie Price</b>
<b>Date Approved By Governors</b>	<b>November 2022</b>
<b>Review Date</b>	<b>November 2024</b>



# BUSHBURY HILL PRIMARY SCHOOL

## Using Class Dojo Policy



It is our aim at Bushbury Hill Primary to promote a friendly, caring atmosphere where children and adults work alongside each other showing mutual respect.

- We expect good behaviour.
- We expect children to respond to the action we take.
- We expect everyone to show respect for themselves and others.
- We expect children to learn to take responsibility for their own actions.
- We want to be fair and consistent.
- We want a policy, which is easily administered, clearly understood and not disruptive to our teaching.
- We expect everyone to work hard, have a good attitude and follow instructions.
- We expect everyone to display our five core values (Respect, Honesty, Determination, Resilience and Positivity)

### **Class Dojo**

Class Dojo is a website that allows teachers to reward individuals or groups 'dojo points'. These points will be added to their own monster so they can see how many they have and aim to collect more. The dojo points will be given to children when they are showing aspects of our school rules (working hard, having a good attitude and following instructions) and core values (Respect, Honesty, Determination, Resilience and Positivity). Each child belongs to a Dojo Tree team (team names will change yearly linked to whole school theme). Each week the total points for each child will be added to their team's total. The winning team will be announced in our Friday Celebration Assembly.

### **Class Dojo Rewards**

A standard system of awarding points will be used across school, this will ensure points are awarded fairly and consistently throughout school. Children can then choose to redeem or save the points they have collected. Redeemed points will be deducted from the child's total each week in exchange for a reward of their choice from the dojo reward menu.

### **Class Dojo's features**

Class Dojo has several features that allows communication between home and school. They are a great way of keeping parents informed with information about school trips, activities completed in class and reports about how their own child is receiving dojo points. At Bushbury Hill Primary School, we have agreed on how we will use these features to make sure it is consistent in all classrooms for the staff, children and parents.

### **Sharing of Images and Videos**

Permission is sought from all parents about the sharing of images and videos to the Class and School story. Parents are advised that photos and videos may be seen by other parents from their child's class on the class story or other parents from children in the school on the school story. The same rules apply as they do when parents attend productions/events in school all images are only allowed to be used for personal use and should not be shared on any social media especially if they contain images of other children. This is to protect all children as they may not have permission given for these images to be made public in anyway.

### **Class Story**

The class story acts as an online blog and is a brilliant way of us being able to communicate, send reminders and celebrate achievements. This helps parents see information and activities that might be going on in the classroom. Parents will be notified when a post or picture has been added to the class story through their app. At Bushbury Hill Primary, we will be aiming to update our class stories at least once a week.

### **School Story**

The school story acts as an online blog for all parents. This helps members of our school community see information and activities that might be going on in school. Parents will be notified when a post or picture has been added to the school story through their app. At Bushbury Hill Primary, we will be aiming to update our school story regularly. We may use the school story to share dates, events, images, videos, online safety information, and activities for children to complete at home, important messages and/or surveys which require parental response. It is a safe and efficient way to spread messages/share information in a secure way that allows easy access including translation for all members of our school community. Parents are welcome to comment on these posts appropriately and responses will be given in a timely manner by the relevant member of staff. The comment facility should not be used for a discussion between parents or for discussing personal issues; please contact the relevant member of staff directly or call the school office in these circumstances.

## **Child Portfolios**

Child portfolios can be set up at home by parents/carers so that they can post photos of what their children have been up to. This is an optional tool and may be used to show extra activities the child may have done to support their learning. Teachers need to approve these before they will be visible to the rest of the class.

## **Messaging**

Parents/Carers may feel they need to message a teacher if they have not had chance to speak to them via telephone or face to face. Messages to staff at Bushbury Hill Primary should be about your own child. Teachers will have quiet periods on their account so that they will only receive these messages between certain times. Teachers will respond to messages within two working days. If the teacher feels that the message has content that needs to be discussed via other forms of communication, an automated message will be sent to the sender for them to arrange an appointment or telephone call.

The message will read as follows:

**“After reading the message above, I would like to invite you to discuss this further by telephone or a face to face appointment. When would be best for you?”**

Parents/Carers will be able to contact their child’s class teacher/teaching assistant, Mrs Barrett for anything relating to attendance/appointments, Mrs Price (ADMIN) for any Class Dojo technical issues. Contact can also be made with Mrs Underwood (HT/DSL), Mrs Selvey (DHT), Mrs Groves (Office Manager) and all learning mentors. Any urgent information about a difference in arrangements when collecting a child, medical needs or appointments should still be given to reception. On the rare occasion that the message would be offensive or threatening, it will be recorded and sent to a senior member of staff.

**We hope that by using Class Dojo parents and children will be able to discuss the positive behaviours that have been recognised in the school day. It is a positive tool that can support good relationships between home and school.**

*If you have any questions or queries about this policy or the use of Class Dojo please do not hesitate to contact Mrs Price (Admin) or Mrs Underwood (Head Teacher) via private message or by calling the School Office.*

