



Class Dojo Policy

Effective Date:	SUMMER TERM 2025
Date Reviewed:	SUMMER TERM 2026
Date Due for Review:	SUMMER TERM 2028
Approved By:	Full Governing Body

Class Dojo Policy

Introduction

At Riverside School, we believe that a strong and effective partnership between home and school is vital to supporting children's learning and development. To strengthen this connection, we have introduced **Class Dojo** across the whole school, from Nursery to Year 6.

Class Dojo is a communication platform that connects parents/carers, teachers, and children. It allows teachers to share learning updates, celebrate achievements, and keep families informed through private messaging or class-wide announcements. This enhances parental engagement and helps families feel more involved in their child's education.

Aims

- To establish and maintain effective communication between school and home.
- To support and enhance learning at home, including during periods of remote learning.

Teacher Responsibilities

- Teachers must access Class Dojo via www.classdojo.com and are encouraged to install the free app on their school devices (laptop and iPad).
- Teachers are encouraged to post class updates regularly. While the frequency and content are at the teacher's discretion, the **minimum expectations** include:
 - Regular reminders (e.g. PE/swimming days, homework deadlines, upcoming trips or events).
 - Celebrations of children's work, shared individually with parents or on the class feed.
- All staff must set '**quiet hours**' on their Class Dojo accounts:
 - Quiet hours are from **5:00pm to 8:00am Monday to Friday, and all day Saturday and Sunday**.
 - Messages sent during these times are not expected to receive a response until working hours resume.
- It is not expected that teachers download the Class Dojo app on their personal phones, in consideration of their work-life balance.
- Teachers must avoid using Class Dojo for personal or sensitive conversations. If a parent message requires more than a brief response, a phone call or in-person meeting should be arranged.
- Staff must be fully aware of children who are in local authority care or who do **not** have permission for their photographs to be shared. These children must **not** appear in any Class Dojo content.

Parent/Carer Responsibilities

- Parents must agree to and follow the **Parent User Agreement** (see Appendix 1).
- You are welcome to message your child's teacher directly via Class Dojo for non-urgent queries. You may also continue using traditional communication methods (phone, email, or messages via the school office).
- Please respect the **quiet hours** outlined above. Teachers will not respond to messages outside of working hours unless the issue is urgent and needs to follow existing communication channels.
- All communication should be polite and respectful. Inappropriate comments or messages will be removed and may result in access to Class Dojo being withdrawn.

Leadership Responsibilities

- Senior Leaders will monitor Class Dojo usage across the school to ensure it is being used in line with this policy. This includes reviewing class pages at regular intervals and addressing any issues that arise.
- The effectiveness of Class Dojo will be reviewed regularly to ensure it continues to meet the aims of this policy.

Review Date

This policy will be reviewed annually or in response to significant changes in school communication practices or Class Dojo functionality.