



ClassDojo protocol for parents & carers September 2020

- ClassDojo will be used as the primary means of communicating between home and the class teacher regarding matters of **pupil learning**.
- Other non-urgent messages should continue to go through the office or be left with a member of staff at the door.
- Urgent matters concerning pupil well-being should be directed via the school office.
- Teachers can be messaged 8:30am – 4:00pm and will not respond outside these hours.
- Teachers will not respond during direct teaching time (8.40am – 3.10pm), although teachers may choose to respond during Preparation, Planning and Assessment time and non-teaching sessions during the day.
- Parents can expect a response within two working days.
- ClassDojo will only to be used on school devices and not on teachers' personal devices.
- Curriculum information, school policies and a wealth of other resources can be found on the school website www.valenceprimaryschool.com
- It is expected that the two-way communication will be positive, polite and professional.
- The school reserves the right to withdraw the use of ClassDojo if it is used inappropriately.

