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Communication Between School and Home – Class Dojo

Dear Parents and Carers,

The Orchard School is transitioning to an online communication platform called Class Dojo to strengthen communication between school and families.

Class Dojo is a secure online platform that connects school staff and parents. It will gradually replace paper-based communication systems and provide a more efficient way of sharing letters, information, and updates. Class Dojo allows direct messaging between parents and staff, class updates showing what your child has been doing in school, and whole-school news and event information.

The app is covered under our Data Protection procedures and policies and our Acceptable Use Policy, which can be found on the school website. Content shared on Class Dojo can only be viewed by account holders and is not publicly accessible. Parents and carers are asked not to share any content from the platform on social media.

All information of an important nature, including medication updates, absences, changes to collection arrangements, safeguarding concerns, or any other urgent matters, should continue to be communicated using the usual school procedures by contacting the school office or your child's class team directly. **Class Dojo should not be used as the sole method of communicating urgent or time-sensitive information.**

There will be a transitional period as we move to Class Dojo, and the current red home-school diaries will remain in use until the end of the summer term.

To join your child's class and provide consent, please click the link below:

<https://www.classdojo.com/ul/p/addKid?target=school&schoolID=6a33000dbe82a679d42f9caf>

By clicking the link and joining Class Dojo, you are confirming that:

- You give permission for an account to be created for your child using their first name and initial only. Where there is more than one child with the same first name in a class, a second letter of their surname may be used to distinguish between them.
- You give consent for your child to appear in photographs and videos shared on Class Dojo. These will only be viewable by school staff and families within your child's class. If your class teacher wants to post any additional photos on the main school feed, additional permission will be sought.
- You agree to use Class Dojo in accordance with the Parent Guidance and the school's Acceptable Use Policy.

If you have any questions or require support accessing Class Dojo, please contact a member of SMT. Alternatively, support will be available on parents' evening.



Thank you for your support as we introduce this new communication system.

Yours sincerely,

The Orchard School

