

AKROTIRI SCHOOL



Class Dojo Guide for Parents

What is Class Dojo?

In Akrotiri School Class Dojo is used across Key Stages 1 and 2.

Class Dojo is an interactive reward system that allows parents to see what and how well their children are achieving in school.

After parents have signed up, they will be able to view their child's involvement through the 'Class Story' feature. Class Story will be updated weekly and will include key events and photographs.

Class Dojo also informs parents when their child is rewarded with a Dojo point, and what it is for. Dojo points are given for a variety of reasons and encourage children to work hard and participate fully. As a class the children and the teacher agree which behaviours should be awarded a Dojo point. Our school values are also rewarded through Dojo.

Messaging is another integral part of Dojo and parents and teachers can communicate with each other very easily on matters pertaining to, e.g. class announcements and reminders, school events, notification of head lice, information on engage and express activities, notification of changes to routines and one-one contact for general messages.

Messaging through Dojo should not be used for sensitive or behavioural issues. Parents should not report child absence through Dojo.

Class Dojo Messaging helps teachers and parents safely and privately communicate with each other in real time. All messages sent by parents on Class Dojo Messaging can only be viewed by the teacher. No other parent (even your child's other parent or guardians) can view your messages.

Messages will be responded to within 48 hours Monday to Friday and if a message is received after 4pm on Friday it will be responded to on Monday. If a message appears during a teacher's absence it will be responded to by the teacher on their return.

You can use Class Dojo on an app for iOS and Android, and also from a computer at: www.classdojo.com

How Do I Set-Up My child's Account?

In order to set up from the website, iOS or Android, you'll need to have a student code for your child. This is a 7-9 digit code that starts with an "S." If you don't have this code, please ask your teacher for it. For privacy reasons, teachers need to pass this info to you.

Once you have your student code, you can get started.

From the Web:

1. Navigate to www.classdojo.com
2. Click on "Sign Up" and select "Student" from the pop up
3. Click on "I don't have a QR code"
4. Create a username, select your age, and create a password (write down the username and password as these will be used to login later)
5. Click on "Add a Class" and enter the student code
6. Enter your student code and your parent email (email will be used to send you an email to verify your student's account)

Once your student's account has been created, you'll need to give your permission for the account.

1. Log into your parent account at <https://home.classdojo.com>
2. Click on the "Your Kids" button
3. Click on the student's name from the left side of the screen
4. Click on the "Confirm Account" button on the right

From iOS

1. Open the app and select "I'm a Student" Note: If you're logged in as a parent, log out, then tap the "+" icon, then select "I'm a Student."
2. Tap on "I Don't Have a Code"
3. Enter the student code your teacher gave you and tap "Check Code"
4. Enter your student's birthday
5. Create a username and tap "Next"
6. Create a password and tap "Next"
7. Your student can now design their avatar Monster, or tap "Continue" to bypass. Students can modify their avatar at any time.
8. Enter your parent email and tap "Finish." This email will be used to provide your student with permission to have an active account with Class Dojo.

Once your student's account has been created, you'll need to give your permission for the account.

1. Log into your parent account at <https://home.classdojo.com>
2. Click on the "Your Kids" button

3. Click on the student's name from the left side of the screen
4. Click on the "Confirm Account" button on the right

From Android

1. Open the app and select "I'm a Student" Note: If you're logged in as a parent, log out, then tap the "+" icon, then select "I'm a Student."
2. Tap on "I Don't Have a Code"
3. Enter the student code your teacher gave you and tap "Check Code"
4. Create a username and password, and set your age (Be sure to write down the username and password as this will be used to login later)
5. Enter your parent email and tap "Invite." This email will be used to provide your student with permission to have an active account with Class Dojo.

Once your student's account has been created, you'll need to give your permission for the account.

1. Log into your parent account at <https://home.classdojo.com>
2. Click on the "Your Kids" button
3. Click on the student's name from the left side of the screen
4. Click on the "Confirm Account" button on the right

How does my child log in at home?

How a student logs in at home will depend on what method they used to create their account. Students who used a Student Code to create their account can login on the app or website with the username and password they created. Students that created their account by scanning a QR code either on your parent account, or at school will login through your parent app.

From the Web

The Web requires a login username and password. If this isn't available, use the QR Code method detailed in either the Android or iOS information.

1. Navigate to the student web at <https://student.classdojo.com>
2. Enter your login username and password and click "Login"

From iOS

1. Open the app
2. Select "I'm a Student"
3. Tap "I Don't Have a QR Code"
4. Tap "Have an Account? Log in"
5. Enter your login username and password

From Android

1. Open the app
2. Select "I'm a Student"
3. Tap "I Don't Have a QR Code"
4. Tap "Login"
5. Enter your login username and password

Adding Multiple Students or Classes to a Parent Account

Class Dojo have made it easy for parents to have one account if you have more than one child, or your child has more than one teacher using Class Dojo.

To start, you will need a parent code from each class.

Repeat steps to add additional codes.

From the Web

1. Click on the "Your Kids" tab
2. Click on the "Add Student" link on the left under your current students
3. Enter your parent code (this code is 7-9 digits and starts with a "P"), and click on "Verify Code". Each student will have a unique parent code.

You can now toggle between your students to view their reports.

iOS

1. Tap on the "My kids" tab (icon of two people) at the bottom of the screen
2. Tap the blue "+ Add a Parent Code" button
3. Enter your parent code (7 - 9 digits, starts with a "P") and tap the blue "Check code" button

You can now toggle between your students to view their reports.

Android

1. Tap on the "My kids" tab (icon of two people) at the bottom of the screen
2. Tap the blue "+ Add a student" button
3. Enter your parent code (7 - 9 digits, starts with a "P") and tap the blue "Check code" button.

You can now toggle between your students to view their reports

Obtaining a Full Messaging History:

In order to make room for incoming messages, you'll notice that older messages will disappear. These messages are not being deleted; they are being archived within the teacher's account. If you'd like a full messaging history, you'll need to ask your teacher to print one for you.

Safety and Protection for your Child

1. Class Dojo never sell or share any of your students' data. As per Class Dojo privacy policy: "Class Dojo neither rent nor sell your Personal Information or student's Personal Information to anyone" - all personal information is kept secure and entirely private.
2. Furthermore, Class Dojo use professional data security services - like Amazon's Web Services - to store data in the most secure way possible. Their servers are physically located in high-security data centers - the same data centers used to hold secure financial information. You can read more about their security measures here: <http://aws.amazon.com/articles/1697> Class Dojo's database provider uses the same https security connections used by banks and government departments to store and transfer the most sensitive data.
3. Class Dojo's site, by default, uses industry-leading SSL encryption across the board in all districts which allow it.
4. The most important regulation with regard to student's information is COPPA. To that end, Class Dojo have vetted all of their data practices with TrustE and , the online security certification provider, and have posted their seal of approval on Class Dojo privacy page here: <http://www.classdojo.com/privacy>
5. Lastly, Class Dojo complies with the U.S. – E.U. Safe Harbor framework and the U.S. – Swiss Safe Harbor framework as set forth by the U.S. Department of Commerce regarding the collection, use, and retention of personal data from European Union member countries and Switzerland. Class Twist, Inc. has certified that it adheres to the Safe Harbor Privacy Principles of notice, choice, onward transfer, security, data integrity, access, and enforcement. To learn more about the Safe Harbor program, and to view Class Twist, Inc.'s certification, please visit <http://www.export.gov/safeharbor/>