

WENTWORTH CHURCH OF ENGLAND JUNIOR AND INFANT SCHOOL



DOJO POLICY

At our school we use a range of positive behaviour management strategies. We are currently using a secure online merit system (DOJO) to reward good learning behaviours. This policy offers a guide for how we use this system in school.

Awarding a Merit:

This merit system is designed to reward positive learning behaviours. Wherever possible staff should award merits for the 6Rs.

- ✓ Resilience
- ✓ Resourcefulness
- ✓ Reciprocity
- ✓ Reflectiveness
- ✓ Responsibility
- ✓ Respectfulness

When awarding a merit this should be linked to our feedback and marking policy to ensure praise is specific and personal to a learner to help them identify what they have done well and next steps. Occasionally, staff may award multiple or whole class rewards again in this case praise given should be specific to ensure all pupils know why the DOJO has been given.

Milestones:

The school council will meet annually to agree and review school milestones for overall totals of merits. For 2015/2016 these have been agreed as

- 100 - Bronze
- 200- Silver
- 300- Gold
- 400- Platinum

Pupils will receive certificates or prizes, whilst the number of pupils achieving each milestone will be collated by SLT to ensure these milestones are challenging yet achievable. Staff will never remove DOJOS for negative behaviour, they will instead use the agreed school behaviour guidelines to deal with unacceptable behaviour. (For full details, see our school **Behaviour Policy**)

Monitoring

The SLT will collect termly information to establish where DOJO's are awarded in each year group and track vulnerable children and if appropriate share this information at pupil progress meetings with other staff members.

Sharing Information with Parents

We recognise the importance of sharing information with parents. Parents are able to log on using their individual secure details to check their child's progress from any home computer or smart device. Please note parents can only see details of their INDIVIDUAL CHILD. We will also share DOJO totals at parents evenings orally and in paper form if a parent requests it.

Contacting Staff

We also use DOJO as a useful home school link to communicate with parent. Parents can contact the class teacher through the secure messaging service.

Staff will:

- ✓ NEVER download the DOJO app to a personal or home device to ensure all pupil details remain secure.
- ✓ NEVER download any information to an unsecured USB stick or device
- ✓ NEVER share their password details with third parties.

This is in keeping with the ICT agreement that all staff members are required to sign in our school.

- ✓ Staff will always endeavour to reply to messages where possible during appropriate working hours and as a guideline this should generally be done within **48 working hours**. However, we request that parents are patient and show understanding that during busy times this may occasionally take a little longer.

Parents will:

- ✓ Need to be sympathetic to staff working hours. Please remember messages sent late at night and at weekends are unlikely to be answered then and there!
- ✓ Recognise that it is always best to speak to a staff member in person if you have a concern.

Please Note

It is completely unacceptable to verbally abuse members of our staff team via this system. The school therefore reserves the right to remove messaging rights to any parent who does not comply with this request. (For more information please refer to our Threats and Violence Towards Staff Policy).

Effective Date

This policy became effective in summer 2016, will reviewed in summer 2018.