



**Garfield Primary**  
Today's children. tomorrow's future.

15<sup>th</sup> October 2020

To: Parents and Carers of pupils in KS1

Dear Parents and Carers

**Re: Remote Learning in KS1**

You may already be aware that all schools are expected to be able to offer "remote learning" for a variety of different situations due to Covid and there is a separate letter going out this week to all parents to give you more information. We believe in being prepared at Garfield and so in order to get our KS1 pupils (and their parents) more familiar with ways of learning at home, we are sending you this letter and asking for your support.

We are so pleased to let you know that we have signed up for Class Dojo. Class Dojo is a classroom communication tool which has many functions available that are free to use for educational purposes. The main purpose of Class Dojo will be to facilitate communication between children, teachers and parents during a possible period of school closure. Teachers will be able to post messages and videos to the whole class and can also set work for each child in their 'Portfolio'.



Hopefully, this will be an excellent way to bring quality-first virtual teaching to your front doors.

This week, your child's teacher will send home a QR sign up code for your child as well as a parent code for you to sign up to connect to our classroom. That means you will be able to see what your child has completed as well as communicate with your child's teacher. There is a step-by-step PowerPoint on the school website in your child's year group's remote learning sections:

[Y1] <https://www.garfield.enfield.sch.uk/ks1-year-1-remote-learning/>

[Y2] <https://www.garfield.enfield.sch.uk/ks1-year-2-remote-learning/> explaining how to use your codes to log into Class Dojo. This can be done either from a laptop/computer or a smartphone/tablet.

Once on Class Dojo you will find different features:

**1. Class Story**

This is where the teacher can post messages, notices, shout-outs, photos and videos for your children. You are welcome to 'like' or comment on them if you would like to.

In case of remote learning, we will be posting files, tasks, recordings, lessons and events on here for you and your children to access and to complete. Please encourage your children to check in on their Dojo account daily in case of remote learning.

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## **2. Messages**

Class Dojo will give you the facility to communicate directly with the class teacher. It is really important that you communicate with the class teacher, if you have a concern, or if there is a problem with accessing the work for your child. You may also message the teacher regarding the level of challenge the work is pitched at for your child too. Teachers will regularly access your messages and will do their best to respond to your query as quickly as possible.

Please do not use Class Dojo to message about any urgent or serious issues; please use the school office and normal school procedures for this.

## **3. Portfolio**

This is a place where children can upload content to their Class Dojo account in response to activities set by the teacher. This can then be seen by their class teacher and stored online in the secure cloud based area. Teachers will upload an activity linked to the story. These are carefully planned. Children can upload work from home directly to their account using a mobile device or desktop computer. We also encourage children to use their Portfolio to store any other work they are proud of whatever it may be, for example: a video of them reading a story or a photo of 3D model that has been made. The Portfolios can be used for anything school and learning based.

For any activities completed that were set by the teacher, your child will receive either a short-written comment or a 'like' when they have submitted something on to 'Class Dojo'. Your child will receive a notification when they receive feedback, through their Class Dojo app or when they next log on to Class Dojo from a computer or laptop. The class teacher will praise their work and contribution and might give them a realistic next step to consider for next time. This will motivate your child and encourage them to do better next time. Your child can then respond by writing a new post to their teacher.

## **4. Awards**

Awarding stickers and points to your child is an excellent way for your child's teacher to reward them for completing a task: please look out for these and praise your child. Your teacher may experiment with other rewards as well, to show your child that they are doing a fantastic job.

## **Other Useful Information:**

### **Safeguarding and E-Safety**

Pupil confidentiality is another incredibly important issue. Please be rest assured that whatever is posted by your child, on Class Dojo, this can only be seen by the class teacher and not by other pupils.

Additionally, each of the children are given an avatar, so their faces are not visible on the account.

However, it is vital that you check in to see what your child is posting or uploading on a regular basis, to check on their progress and to check that their post is credible.

Class Dojo will 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.

To read their privacy policy please click here <http://www.classdojo.com/privacy>.

Garfield has a detailed E-Safety policy and practice and we will continue to ensure that everyone is clear on how to use any of our ICT platforms safely.

### **Any questions or problems**

We understand this is a new way of working and teaching, so there may be problems along the way. Please email your class teacher, if you are having trouble, and they will do what they can to assist you.

We look forward to getting you and your child connected and to working together successfully should we have to go back to virtual teaching and learning.

Best wishes,

Jenny Godfrey  
**KS1 Achievement Leader**

Karen Khwaja  
**Headteacher** (Also Link Senior for year 2)