



**JINGILI PRIMARY SCHOOL**  
Knowles Street Jingili NT 0810 | PO Box 40600, Casuarina, NT, 0811



Telephone: (08) 89837555 | e-mail: [jingili.school@ntschoools.net](mailto:jingili.school@ntschoools.net)

## Class Dojo

### Helping to build a Positive School Community

Dear Parents

Jingili Primary School is pleased to be making Class Dojo available as a fun and effective way to communicate with you. Class Dojo is a communication application (app) for the classroom used in over 180 countries around the world. It connects teachers and parents who use it to share photos, messages and student work through the school day. Class Dojo is used so that we can work together as a team, share in the classroom experience and bring big ideas to life in the classroom and home. Teachers at Jingili will use Class Dojo to message you, post announcements, upload activities and provide feedback when student upload into their individual portfolio.

More information about Class Dojo can be found at the following link:  
<https://www.classdojo.com/learnmore>

#### **We need your permission.**

In order to join Class Dojo and enjoy the communication this app provides, we need to store some basic personal information in the 'cloud' outside the Northern Territory. Class Dojo stores this information on a cloud-based server in the USA. The personal data stored will be limited to the following-

- Student first name and first initial of surname
- Parent first name and first initial of surname
- Parent email address – (to connect to their individual child)
- Content of any messages shared between teacher and parent.
- Photos of students working in the classroom or participating in school activities
- Student's year level and teacher
- Student work through Portfolios and activities

#### **Information security**

Class Dojo is a well-designed program with privacy measures. It collects a minimal amount of information required to provide a service. It doesn't store information on gender, surnames, addresses or student ID. Users have the ability to change or delete information. As per the NT Information Act Information Privacy Principle Data Security 4.2 reasonable steps will be taken to destroy data if no longer needed for any purpose. Accounts can be requested to be deleted at any point. Class Dojo deactivates information after 365 days. Class Dojo have committed to never selling or renting the data they collect to anyone.

Further information about privacy and security can be found at the following link:  
<https://www.classdojo.com/privacy>

Teachers have also been asked to limit messaging to basic information about activities and events in the classroom. Any messages that relate to more personal information such as academic or behaviour

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concerns will be conveyed through face to face interview, phone or class teacher's ntschools email.

**Consent - it is your decision**

It is your choice to give consent or not for your child to use Class Dojo and if yes, you are free to revoke your consent at any time. Teachers have clear guidelines about the nature of the content added to Class Dojo. For more information please speak with your classroom teacher.

**Guidelines for Parents**

Do's	Don'ts
<p><b>Commenting on the classroom Dojo page</b></p> <ul style="list-style-type: none"> <li>• If you comment on a story/event on the class stories page your comments need to be positive. If your comment is personal please talk to the teacher individually.</li> </ul> <p><b>Private message to individual class teacher through Messages</b></p> <ul style="list-style-type: none"> <li>• If you private message the teacher it is for general inquiries only.</li> </ul> <p><b>Your Child's individual portfolio</b></p> <ul style="list-style-type: none"> <li>• Upload only photos of your child's work and assessment tasks with an appropriate background and without the child's face</li> <li>• Email your child's class teacher with any photos or videos containing your child's face.</li> </ul>	<p><b>Commenting on the classroom Dojo page</b></p> <ul style="list-style-type: none"> <li>• Please do not provide any negative comments</li> <li>• Don't copy or share any photos</li> <li>• Information added cannot contain personally identifiable information about yourself or others, except Consent item 2. Eg: address, phone number, date of birth, etc.</li> </ul> <p><b>Private message to individual class teacher through Messages</b></p> <ul style="list-style-type: none"> <li>• Private message is not to discuss your child's progress or behaviour. This needs to be done face to face or over the phone or email.</li> <li>• Class Dojo is not to be used for complaints, replacement of parent-teacher interviews, inquiries about yard incidents, etc.</li> </ul> <p><b>Your Child's individual portfolio</b></p> <ul style="list-style-type: none"> <li>• Don't upload any photos or videos with inappropriate backgrounds, your child's face or body to your child's portfolio</li> </ul>

## Consent to access and use Class Dojo

1. This permission is a mutual agreement to adhere to the NT Government Social Media Policy which requires that any language used in any comments and communications is friendly, positive and relevant. There will be group photos as well as individual photos of your child on the Class Dojo app but only if you agree to participate.
2. In accordance with the NT Information Act - Information Privacy Principle (IPP 9.1(c)), we require your consent to securely store any personal data outside of the Northern Territory. The data to be collected and stored when you use Class Dojo is as follows-
  - Student first name and first initial of surname
  - Parent first name and first initial of surname
  - Parent email address
  - Content of any messages shared between teacher and parent.
  - Student's year level and teacher
  - Work shared by student in their own individual portfolio
  - Photos of students working in the classroom or participating in school activities (with parent consent)
3. Permission for you and your child to upload into your own child's individual portfolio which is only visible to the teacher, your child and you.

I have read and understand Consent items 1, 2 and 3 above and I **give / do not give** permission for Jingili Primary School to create a student account and a connect a parent account for my child and allow my child to access and use Class Dojo as a way of communication to help build a positive school community.

***Please note: At the end of each year your child's class will be archived and they will be added to a new class for the following year. This permission slip will continue with your child for the time they are at Jingili Primary School or if you decide not to use this communication platform your child will be removed.***

Student Name/s: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent 1 email \_\_\_\_\_ Phone \_\_\_\_\_

Parent 2 email \_\_\_\_\_ Phone \_\_\_\_\_

Signed: \_\_\_\_\_  
\_\_\_\_\_

Date:

