



Plymouth Cast Academy Trust  
**St. Joseph's Catholic Primary School**

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Head Teacher: Mr Neil McDermott BEng(hons) Med

Together we will  
do our best for  
Jesus

17<sup>th</sup> April 2020

Dear Parent / Carer

**RE: Home Learning**

During the Easter period we have set up an online communication platform to facilitate pupil and teacher communication and pupil learning during the school's current closure. This platform is called 'Class Dojo' and is completely free.

**Class Dojo**

You will receive an email on **Monday 20<sup>th</sup> April** inviting you to join up with 'Class Dojo'. You will receive an email for each child. Please activate your account. If you do not receive an email by Tuesday 21<sup>st</sup> April, please contact the school office.

'Class Dojo' will enable children and parents to:

- Access home school learning planned by teachers on their 'Class Story' page
- Have opportunities to upload examples of their work on their own 'Portfolio'
- Keep up to date with class and whole school messages from school through 'Class Story' and 'School Story'

**Learning Projects**

Teachers will use 'Class Dojo' to make available weekly 'Learning Projects' for each year group, these will be available on your child's 'Class Story' page. The first one will be available from **Monday 20<sup>th</sup> April** and then every Friday for the forthcoming week. Your child will be able to 'post' examples of their *Learning Project* work into their personal Class Dojo portfolio (only your child and his/her teacher can view the personal portfolio).

The purpose of the 'learning Projects is to create a set of projects that all children can access to maximise their learning. The *Learning Projects* are intended to enable families to focus on a joint topic and theme to promote family wide learning and to be a resource for parents that is easy to access and use - the focus is on parents being able to help whilst at home.

The aim is for you to complete a minimum of two hours of learning a day with your child, but this is very much your parental choice and you may wish for your child to do more, or less. We have a list of websites on the school website which have valuable resources that can be used for extra learning.

**Portfolio**

Your child's teacher will set some specific tasks in the portfolio and a way to respond to the task. These will be from the learning word document set for each week. Your child, with your assistance if needed, will have to complete the task in student mode. If completing through the app it is easy to switch between the child profile and the parent profile. You don't have to complete the task in one go and can save your efforts in drafts before sending the completed task to the teacher. Once submitted the teacher will then approve the work and it will appear in your child's portfolio.

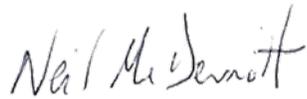
You can also add work not related to the specific tasks set in the portfolio. This might be a good way to keep in touch with the teacher and share if your child is particularly proud of some work and wants their teacher to see. We would love to see this too!

**Messaging**

As part of Class Dojo there is the facility to message your child's teacher directly. Only use this facility for questions about posted work from the class teacher. We would like this to be useful and valuable but also are aware of the impact this may have on the teachers. All of whom are looking after others at home themselves. In order to keep messages working well teachers will be ensuring they have 'quiet hours' set. This means they will only be notified of messages during their set working hours. Also teachers may notice trends or repeat questions and instead of answering each message directly they may wish to use the class story to answer questions generally or clear up any confusion for everyone. So the best place to be up-to-date with information regarding the learning of the class would be within the class story feature.

All the staff at St Joseph's are keen to hear about all the learning going on at home and want to be helpful and encouraging to both staff and students. We can't wait to see!

Yours sincerely

A handwritten signature in black ink that reads "Neil McDermott". The signature is written in a cursive style with a large initial 'N' and 'M'.

Mr. Neil McDermott

Headteacher