

The Blue Coat School

Founded by the Church of England in 1722

Information Booklet for Job Applicants
Head of Swimming

THE BLUE COAT SCHOOL'S VISION:

LIMITLESS LEARNING FOR TOMORROW'S ACHIEVERS





The Blue Coat School is an Independent Day Preparatory School offering an outstanding educational experience to over 700 boys and girls, aged 3 to 11 years. Occupying a beautiful site in Edgbaston, in 15 acres of playing fields and gardens, it is a thriving community where children achieve great things, not just academically but in all areas. Our extensive Co-Curricular programme offers opportunities beyond the classroom and nurtures well-rounded children, preparing them for life beyond Blue Coat.

Originally set up as a charity school 'for the purpose of maintaining poor children' in the centre of Birmingham, BCS relocated to Harborne in 1930 and has since become one of the largest IAPS Prep Schools in the country. A generous Bursary scheme continues to offer the opportunity of a Blue Coat education to all.

Founded by the Church of England, Chapel life remains a big part of the weekly school routine and Prep parents and staff join Chaplain for a weekly service. Meanwhile in Pre-Prep, Chaplain leads a weekly assembly for the children. Our diverse school community is representative of the local area and welcomes pupils of all faiths and none. Respect and multicultural understanding are fostered through our BCS Values which promote patience, respect and kindness. The Blue Coat School is a stimulating and rewarding place to work, in the company of enthusiastic and dedicated staff. It has excellent resources, which are used to provide enjoyable and imaginative learning.

Pupils consistently achieve outstanding results and they are well prepared for senior school entrance examinations. Many progress with the top scholarship offers to the region's most renowned senior schools including the Independent and Grammar Schools of the King Edward VI Foundation, Solihull School, Edgbaston High School for Girls and Bromsgrove School.

The Blue Coat School is a stimulating and rewarding place to work, in the company of enthusiastic and dedicated staff. Our community ethos is very strong, and we maintain the highest expectations of the interpersonal relationships between all stakeholders. The successful applicant will be expected to ensure that the excellent standards of the School are maintained.

PRE-PREP

Our Pre-Prep department begins in the Nursery with children aged 3-4 years. Unlike many schools, we begin with a traditional classroom setting. Children are taught in classes of up to 22, by a qualified teacher who is supported by an Early Years Teaching Assistant.

Learning is primarily through play and exploration but our children make fast progress with their letters, sounds and numbers and are often working well ahead of national expectations. Nursery children have the opportunity to visit our Forest School for two half terms and Reception visit weekly. Nursery also use the Pre-Prep Gym and are taught music by a specialist music teacher.

In Reception, children begin to use other areas in the School such as the swimming pool and music room. Moving to KS1 the school day becomes more structured. In addition to daily maths and English, other subjects are taught such as computer science, humanities and creative arts. The majority are taught by the class Teacher, supported by a Teaching Assistant, but specialist teachers will lead PE, games, swimming and music lessons.



PREP

The Prep School covers Years 3 to 6. Each year group is led by a Year Group Leader and there are also subject leaders who support the curriculum development. The Head of Prep and the Deputy Head Prep are responsible for the day-to-day running of Prep.

In Prep, the children are taught by a number of specialists teachers in dedicated rooms such as the Creative Arts Studio, Computing Centre, Music Centre and newly upgraded Science Laboratories. They become familiar with moving around School and are well prepared for senior school.

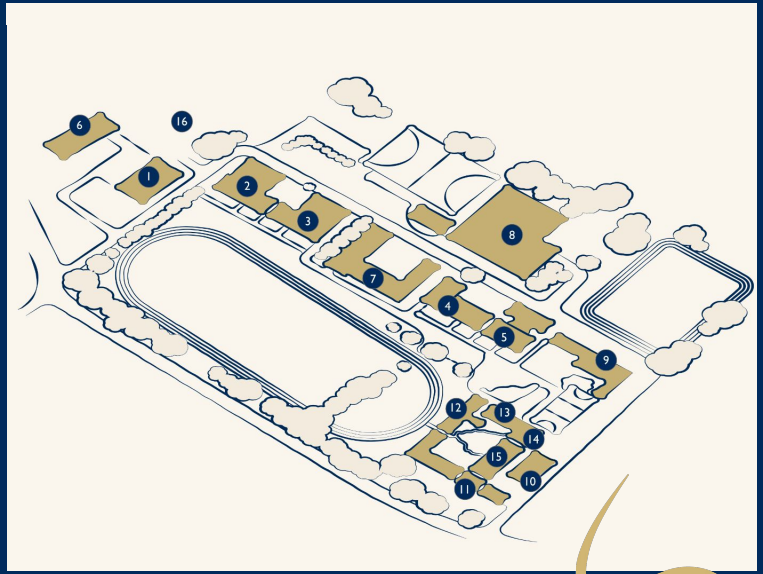
Children use individual iPads in all lessons, as well as practical and written resources.

A House system is introduced in Year 3 and children join one of six houses. House Leads meet weekly with their House which spans the whole of Prep and includes members of staff. House competitions ensure that the children work as a team to earn house points or compete for their House in sport, general knowledge quizzes and a House Shout.



FACILITIES

1 Year 3 and Year 4 Hubs
2 Year 5 and Year 6 Hubs
3 The Year 6 Centre
4 All Saints
5 St Martin's
6 Chapel
7 Viney Building
8 Sports Centre
9 The Annexe
10 Branson Building
11 William Higgs Building
12 Centenary Building
13 Bissell Building
14 Saville Music Centre
15 School Hall
16 Forest School



The Blue Coat School enjoys an expansive 15-acre campus just three miles from the city centre. With a rich diversity of green spaces, classrooms, specialist facilities, playgrounds, sports pitches and after school social spaces, a big campus soon feels like home to pupils.

The Blue Coat School has a 25-metre indoor swimming pool, AstroTurf pitch and cricket nets, Forest School, IT Suite with recording booth and green screen technology, Music Centre, a Creative Arts Studio, Science Laboratories, Auditorium, School Chapel and extensive playing fields, to name just a few!

Our beautiful and well resourced campus enables us to offer over 120 clubs and activities a week, including activities outside of the curriculum such as chess, Spanish and coding. In addition, senior pupils experience subjects such as cooking, debating, gardening and STEM as part of our Friday afternoon Thinking, Exploring and Doing Programme (TED).

MUSIC

There is a very long and established tradition of excellence in Music at The Blue Coat School, with many children learning one or more musical instruments and many achieving Grade 8 before their final year here.

From Year 2, children can begin to take part in choirs, including the prestigious Chapel Choir from Year 5, orchestras, chamber groups and bands.

The Blue Coat School is fortunate to have a diverse community of pupils from many different cultures, ethnicities, races and religions and we advocate for that diversity to be reflected and celebrated in the music curriculum.



SPORT

With a keen sportsman as Headmaster, it is no wonder that BCS Sport has gone from strength to strength! An extensive fixtures calendar, as well as intra-school competitions offer all children the chance to play competitive sport. We enter many national competitions and have achieved notable success including setting records at the England Schools Swimming Association Finals. BCS have also successfully hosted the IAPS Regional Swimming Qualifiers for the past two years.

The Blue Coat School is proud to have forged close links with local sports clubs and activity providers to enhance opportunities for our children in sport. These partnerships include Diamond Swim Academy, Aston Villa Football Club, Moseley Rugby Club, Edgbaston Golf Club and Edgbaston Priory Club.







PASTORAL

Here at The Blue Coat School, we pride ourselves on providing the best possible pastoral care for children. Our provision is defined by the quality of our relationships with pupils, staff and parents, our strong partnerships and how staff respond to the needs of each and every child.

Every member of staff has responsibility for the children's wellbeing. Everyone works in the best interests of every child to safeguard their welfare and promote their development, and our children are confident in knowing who they can reach out to if they have any concerns or worries.

There is also a dedicated Pastoral Team whose sole purpose at School is to support children in either a 1:1 or in a small group. The Pastoral Team meet every week to discuss pupils' wellbeing. The School's Special Educational Needs Coordinators, Designated Safeguarding Leads, the School Matrons and the Chaplain also attend this meeting to ensure there is a holistic approach to pastoral care at The Blue Coat School.



JOB DESCRIPTION
Head of Swimming

Core Purpose of Post

- To promote and safeguard the welfare of all children and young persons for whom the post holder has responsibility and with whom the post holder comes into contact.
- To maintain a high profile throughout the Blue Coat community, fostering key strategies to promote excellence in the quality of education provided, ensuring the smooth day-to-day running of the school, and working with the Headmaster and staff to enhance the standing of the school.

General Duties and Responsibilities

Professional

- Exercise loyalty to the Headmaster and to the School.
- Support and assist the Headmaster in providing a happy, secure, safe and stimulating environment in which children can develop to their full potential.
- Support the Headmaster in fostering parental involvement and in keeping parents informed of school policy, the curriculum and other matters of importance.
- Set and maintain high standards of work and teaching, as well as of personal and professional conduct, as guided by the Department for Education: Teachers' Standards.
- Comply with all regulatory requirements.
- Comply fully with the requirements as set out in the DfE document 'Keeping Children Safe in Education' and any relevant supplementary guidance.
- Comply fully with the requirements as set out in the HM Government document 'Working Together to Safeguard Children' and any relevant supplementary guidance.
- Abide by the School's current systems and structures as outlined in policy documents including the First Aid and Health, Health and Safety and Safeguarding and Child Protection Policies, and take appropriate action in accordance with all such documents as and when necessary.
- Establish and maintain effective working relationships with colleagues and parents.
- Participate as required in meetings with colleagues and parents in respect of the duties and responsibilities of the post.
- Take responsibility for one's own professional development, attending INSET courses and other relevant courses whenever possible.
- Be punctual and adaptable, and dress in a smart but practical manner.
- Ensure that the principles for the Spiritual, Moral, Social and Cultural development of the children and the principles of the fundamental British Values are actively promoted.

JOB DESCRIPTION
Head of Swimming

Management and Leadership

- Manage and develop the existing team of swimming teachers.
- Support the Director of Sport in developing the swimming profile of the School.
- Organise galas and swimming focused events including IAPS competitions.
- Ensure that the systems and processes are in place such that the duty of care to pupils and the delivery of the school swimming programmes are of a high quality.

Teaching and Learning

- Provide clear planning for lessons and for sequences of lessons that maintains pace, motivation and challenge.
- Use a variety of teaching styles, including adaptive teaching, and provide constructive feedback verbally to ensure the effective learning of whole classes, groups and individuals, establishing high expectations of behaviour and attainment.
- Integrate Assessment for Learning (AfL) to inform planning and provide next steps targets for the children and ensure that accurate records of progress are made on a weekly basis in accordance with the school's policies and procedures.
- Complete 'The BCS Blue' for swimming and ensure that children are supported in meeting their individual targets.
- Develop and identify a programme for the Performance Squad Swimmers, incorporating all aspects of coaching in preparation for competitions.
- Establish and develop a programme for high performance including training camps and entry to competition events.
- Teach swimmers/children of all abilities and help them to achieve the aims required by the Swim England standards and do so in a safe and encouraging manner.
- Teach to Swim England standards, maintaining current knowledge of governing body programmes, policies and practices
- Develop positive relationships with swimmers and parents/guardians.
- Be a positive role model, creating an environment which encourages and inspires pupils to participate.
- Develop and implement session plans in line with school policies and procedures which ensure structured, high quality instruction, centred on the needs of the participants.

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Head of Swimming

- Assist in setting up and putting away any equipment needed for lessons.
- Ensure that the specific needs of any swimmers are recorded and ensure that the relevant information is conveyed to other swimming teachers.
- Select and make good use of technology to improve the outcomes for the children as appropriate.
- Provide reports on individual progress to colleagues, the Headmaster and parents as required.
- Contribute to the maintenance and general orderliness of resources and the school environment especially in the Swimming Pool.
- Liaise with the external co-curricular swimming lesson provider to ensure congruent swimming goals are set.
- Undertake any additional duties as may be required by the Director of Sport.

Other Responsibilities including Children's Wellbeing

- Supervise children as required at break and lunch times, eating with the children and encouraging good manners and sensible eating habits.
- Assist in ensuring that the children's dietary and medical requirements are adhered to.
- Organise and be responsible for galas both for the school and for local community schools.
- Assist with any reasonable request in connection with the day to day organisation of the swimming pool or School.
- Attend assemblies, Chapel Services, Open Mornings, Parents' Evenings and other whole school events as required.
- Ensure that the NOP and EAP for the Swimming Pool are fully adopted by the swimming staff, liaising with the Director of Sport and Estates Team to ensure the safe operation for the swimming facility during school hours.
- Develop a positive rapport with Governors, the Senior Leadership Team, staff and external contacts.
- Work effectively as part of the school's educational team providing support to colleagues where required. This may include evening, weekend hours and out of term time for events such as training or galas.
- Support any community events as required by the Second Master and Head of Prep.

PERSON SPECIFICATION

Head of Swimming

Qualifications/Professional Development

- Swimming, Lifeguard and paediatric First Aid qualifications are essential.
- Specialist qualifications in other sports would be desirable.
- Commitment to develop as a reflective practitioner and evidence of recent involvement in relevant professional development.

Knowledge and experience

- Coaching experience.
- Excellent knowledge of progression in swimming and key skills from age 5 to 11, in line with Swim England requirements.
- Sound knowledge and understanding of a range of coaching techniques and teaching and learning styles for pupils with a range of abilities and needs.
- Awareness of Safeguarding, Health and Safety issues relevant to children aged 5-11.
- Competitive swimming experience to a high level would be desirable.

Skills

- Ability to use variety of teaching methods, differentiating to meet all needs and to stretch the most able.
- Ability to plan lessons and squad practice which motivate and inspire pupils and take into account their development and progression..
- Excellent pupil management, with the ability to maintain a calm and safe pool environment.
- Excellent communication skills.
- Empathy when working with others.
- Ability to complete administrative tasks accurately and to deliver to a deadline.
- Integrated and innovative approach to the use of technology in teaching and administration.

PERSON SPECIFICATION

Head of Swimming

Personal attributes

- Flexibility to work occasional weekend and after school hours to support with representation at galas and competitions.
- Infectious enthusiasm and passion for teaching.
- A professional manner and appearance.
- Friendly, warm personality with excellent interpersonal skills and the ability to work cooperatively.
- Clear communication skills, both oral and written.
- Ability to work independently and as a member of a year group team.
- Sympathy with the Christian ethos and activities of the school.
- Wholehearted commitment to the life of a vibrant school.

Original certificates will be required as proof of qualification. All other attributes will be assessed using the contents of the application form, at interview and with the professional references.

All members of staff are required to promote and safeguard the welfare of children they are responsible for, or come into contact with, and to adhere to, and ensure compliance with, the School's child protection procedures and staff guidance at all times.

The Blue Coat School

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The Blue Coat School Birmingham is committed to safeguarding and promoting the wellbeing of children and young people and expects all staff and volunteers to share this commitment.