



The Blue Coat School

Founded by the Church of England in 1722



Information Booklet for Job Applicants
Head of Computing



THE BLUE COAT SCHOOL'S VISION:
LIMITLESS LEARNING
FOR TOMORROW'S ACHIEVERS



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.





ROLE OVERVIEW

Head of Computing



Key Relationships

Academic Leadership Team, Prep Heads of Department and Pre-Prep Subject Leads, Estates and Operations Manager, Network Administrator, external partners including Apple Education.

Role Overview

We are seeking an outstanding and forward-thinking educator to further develop the teaching and learning of computing through the purposeful and imaginative use of technology.

The Blue Coat School is recognised as an Apple Distinguished School. All teachers are Apple Teachers, classrooms are equipped with Apple TVs, and pupils benefit from a well-developed digital ecosystem with Showbie as the learning platform, and a strong digital infrastructure across the campus. The next phase of our journey is to embed technology thoughtfully and creatively across the curriculum, ensuring it enhances pedagogy, deepens learning and fosters collaboration, creativity and critical thinking.

The successful candidate will play an important role in shaping the future development of the school's digital infrastructure and advising on the adoption of technologies that enhance both teaching and the effective operation of the school.

This role would suit an excellent classroom practitioner who combines strong pedagogical understanding with a passion for innovation, and who is excited by the opportunity to shape the next phase of computing with a large and ambitious prep school.

Alongside this, the postholder will contribute fully to the academic, pastoral and wider life of the Prep School.



JOB DESCRIPTION

Head of Computing



Key Responsibilities

- 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 School community, fostering key strategies to promote excellence in the quality of the education provided, ensuring the smooth day-to-day running of the school, and working with the Headmaster and staff to sustain and enhance the standing of the school.

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 current versions of the DfE document 'Keeping Children Safe in Education' and the HM Government document 'Working Together to Safeguard Children' and any relevant supplementary guidance.
- Abide by all 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.
- 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 Computing



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.
- Assist with, and take responsibility for Prep outings as required.
- Take an active part in year group events such as productions, Chapel Services and theme days as required.
- Assist with any reasonable request in connection with the day-to-day organisation of the classroom or School.
- Undertake allocated Hub duties and support House events as required by the Head of Prep, Deputy Head Prep, Head of Year or House Lead.

In addition to the responsibilities of a Qualified Teacher at The Blue Coat School, the Head of Computing will undertake the following tasks:

Specific Responsibilities

Provide leadership for Computing across the school which involves:

Strategic Direction and Development

- Liaise with the Head of Pre-Prep and Academic Lead, and relevant Pre-Prep Subject Leaders, to devise, implement and review the Computing Vision Statement and relevant policies and documentation in line with the Curriculum Review Cycle, ensuring that this is shared with relevant members of staff.
- Present developments and next steps in Computing to the Teaching, Learning and Curriculum Committee in accordance with the Curriculum Review Cycle.
- Ensure that the School Vision Statement, Mission and Aims are embedded into the Computing curriculum.
- Liaise with the Head of Pre-Prep and Academic Lead to support the development and implementation of the school's Digital Learning Strategy.
- Contribute to initiatives that advance the school's ambition to become a sector-leading Apple Distinguished School.
- Liaise with the Head of Pre-Prep and Academic Lead to ensure that School Improvement Plan priorities linked to Computing are implemented and communicated to relevant staff, as required.



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- Liaise with the Head of Pre-Prep and Academic Lead, the Assistant Head Teaching and Learning and other Heads of Department or Subject Leaders to review the overall Curriculum and Assessment Plans, developing and implementing new initiatives or cross-curricular opportunities, as appropriate.
- Liaise with outside agencies to promote Computing at the school (e.g. annual Safer Internet Day).

Leading and managing staff

- Assist staff in enhancing their teaching through the use of ICT, ensuring the highest quality is maintained.
- Develop a culture in which all pupils are stretched and challenged, ensuring that all pupils can access the curriculum and achieve success.
- Undertake regular work scrutiny in accordance with the Curriculum Review Cycle and provide feedback to colleagues.
- Ensure that teachers of Computing are kept up-to-date with curriculum developments, the latest research, policies and initiatives, both local and national.
- Provide induction information for new staff on the ICT systems at the school and the available resources.

Planning and Monitoring

- Liaise with the relevant Pre-Prep Subject Leaders to ensure continuity and progression across Key Stages.
- Provide an overview of the work covered by each Prep year group, reviewing this annually to ensure that it is appropriate to the needs of all the pupils and provides continuity and progression.
- Ensure that effective and well-planned Schemes of Work are written which detail the work covered by each year group in Key Stage 2, and that these schemes are evaluated on at least an annual basis and improvements implemented.
- Liaise with the Assistant Head Teaching and Learning to monitor the quality of teaching and learning by participating in the programme of lesson observations, planning scrutinies, book scrutinies, reviews of lesson planning and Pupil Voice.
- Work with other Heads of Department to develop cross-curricular digital learning opportunities.
- Plan, implement and organise enrichment opportunities such as cross-curricular workshops, outings or visiting speakers in consultation with the Head of Pre-Prep and Academic Lead and the Head of Prep, ensuring that these are commensurate with whole school calendar requirements.



JOB DESCRIPTION

Head of Computing



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 and in marking 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.
- Complete the 'BCS Blue' for Computing and ensure that children are supported in meeting their individual targets.
- Contribute to the identification, assessment and support of pupils with learning support or special educational needs, liaising with the SENCOs, and writing and implementing Individual Pupil Profile Sheets where appropriate.
- Provide reports on individual progress to colleagues, the Headmaster and parents as required.
- Create a bright classroom environment in which pupils' work is displayed to promote and enhance learning.
- Contribute to the maintenance and general orderliness of the school environment and its resources.

Curriculum Responsibilities

- Take the lead in policy development to ensure progression and continuity in Computing throughout the school, ensuring that developments in Computing education are incorporated into teaching where appropriate.
- Liaise with the Head of Pre-Prep and Academic Lead with regard to the Computing curriculum to ensure progression and continuity in the curriculum.
- Devise, evaluate and update Schemes of Work for Key Stage 2 as required.
- Liaise with the Head of Pre-Prep and Academic Lead to monitor the planning of Computing teachers where relevant to ensure that Schemes of Work are being followed and checking for consistency across year groups.



JOB DESCRIPTION

Head of Computing



- Monitor the work and track the progress of the children in Key Stage 2 in Computing, taking appropriate action when necessary.
- Inform colleagues of any new developments in the teaching of Computing in the curriculum.
- Take responsibility for the purchase and organisation of central computing resources in consultation with the Head of Pre-Prep and Academic Lead.
- In collaboration with the Director of Values and Wellbeing, lead the school's online safety programme.
- Support pupils in becoming responsible and ethical digital citizens.
- Liaise with the Pre-Prep Computing Subject Leader and the Early Years Foundation Stage Understanding the World Co-ordinator with regard to whole school developments in Computing and subject documentation including subject Handbooks and subject improvement plans.

Assessments

- Liaise with the Director of Learning Success to ensure that appropriate interventions are put into place for individual or groups of pupils, as appropriate.
- Liaise with local secondary schools to ensure The Blue Coat School Key Stage 2 curriculum is in line with external requirements.
- Liaise with the Head of Pre-Prep and Academic Lead to co-ordinate an internal 'BCS Blue' moderation for Computing, ensuring consistency across the subject with supportive evidence to back up decisions.

Communication with Parents

- Update termly curriculum booklets, in collaboration with the Head of Pre-Prep and Academic Lead, to ensure parents are aware of termly curriculum content.
- Inform parents of enrichment opportunities such as cross-curricular workshops, outings or visiting speakers through timely communications.
- Liaise with the Director of Marketing and Admission to contribute to School-approved forms of communication such as Update and social media.



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Head of Computing



Other Responsibilities

- Manage and maintain all computing-related subscriptions, including the renewal and updating of platforms.
- Liaise with the Head of Prep and Second Master to ensure that all the ICT Acceptable Use agreements are completed annually for staff and pupils, providing support in facilitating this.
- Work with safeguarding leaders to ensure safe digital practices.
- Proactively research opportunities for further CPD appropriate to the role.
- Attend relevant CPD as approved by the Headmaster.
- Develop links with colleagues in other Prep Schools to ascertain aspects of best practice in Computing.
- Make professional learning visits to other Prep Schools (or maintained primaries) on at least an annual basis.
- Keep an up-to-date list of the resources available in the faculty, replacing or renewing them as required.
- Consult with the Head of Pre-Prep and Academic Lead to prepare a realistic and achievable budget for the Computing Department.
- Keep a record of spending in the department, ensuring that it falls within the parameters of the budget and ensure compliance with the School's financial systems and processes.



PERSON SPECIFICATION

Head of Computing



Essential

- Qualified Teacher Status or equivalent
- Graduate of a recognised British University or international equivalent
- Excellent classroom practitioner
- Strong experience with Apple technology in education
- Strong understanding of how technology can enhance teaching and learning
- Ability to inspire and support colleagues
- Strategic thinker with the ability to lead change
- Excellent communication and collaboration skills
- Ability to complete administrative tasks accurately and to deliver to a deadline
- Thorough knowledge of the curriculum and current national expectations

Desirable

- A middle or senior management qualification
- Apple Learning Coach or Apple Distinguished Educator
- Experience leading digital learning or innovation in a school
- Experience with 1:1 device programmes
- Experience of Showbie
- Experience of coaching or mentoring



PERSON SPECIFICATION

Head of Computing



Personal Attributes

- 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

Safeguarding

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



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.



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