



The Blue Coat School

Founded by the Church of England in 1722



Information Booklet for Job Applicants

LIMITLESS LEARNING FOR TOMORROW'S ACHIEVERS



The Blue Coat School is an Independent Day Preparatory School offering an outstanding educational experience to 627 boys and girls, age 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.

In 2022, The Blue Coat School was shortlisted for the Times Prep School of the Year for the third consecutive year. In 2020, our unique e-assessment programme, The BCS Blue, was also short-listed for the TES Strategic Education Initiative of the Year and we were recognised as one of the country's top 25 schools in the i25 Awards. 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.



JOINING PRE-PREP (3 - 7 YEARS)

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 20, by a qualified teacher who is supported by an Early Years Teaching Assistant. The children wear school uniform and can initially attend part-time, five mornings a week, before they transition to full-time from April, in preparation for moving up to Reception. 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.

The majority of children in Reception have joined us in the Nursery so they are already familiar with school life. They begin to use other areas in the School such as the swimming pool and music room. Moving to KSI 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 teach, but specialist teachers will lead PE, games, swimming and music lessons.

With the exception of one larger year group moving up through Pre-Prep, each year group is three-form entry with classes of 20 children. We currently have 80 children in Nursery.



JOINING PREP (7 - 11 YEARS)

Nearly all children in Pre-Prep move into the Prep department at the start of Year 3. An entrance test is also held each February to allow for additional pupil intake as three-form entry move to four-form entry in prep. Class sizes increase slightly to 22. There are therefore several new pupils that join each September that will not have experienced life in Pre-Prep. A number of induction sessions are offered to smooth the transition for both current and prospective pupils.

The children are taught by a number of specialist teachers in dedicated rooms such as the Creative Arts Studio, its suite, an Music Centre and science laboratories. They become familiar with moving around School and are well prepared for senior school.

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

JOINING OUR SUPPORT STAFF (NON-TEACHING)

The Blue Coat School is an inclusive community and non-teaching staff often play a role in house and playground duties. They are also invited to take part in whole school events. Primarily based in the administrative building, the support team enjoy a close working relationship and at the same time, they feel involved in school life and are able to celebrate the successes of the children together.

FURTHER INFORMATION



FIRST CLASS FACILITIES

Our facilities are worthy of many a senior school, let alone a prep school! The children and staff benefit from exceptional teaching and learning resources. These include a 25-metre indoor swimming pool, AstroTurf pitch and cricket nets, Forest School, IT Suite with recording booth and green screen technology, Music Centre with Apple Macs and composing software, 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 sailing, golf and tennis. In addition, senior pupils experience cooking, debating, gardening and STEM as part of our Friday afternoon Thinking, Exploring and Doing Programme.

MUSIC TO DELIGHT

The standard of music making at The Blue Coat School is simply stunning! Our young musicians are held in high regard by our local Senior Schools and a number of our pupils are selected for Music Scholarships and Awards at 11+ and go on to perform at the highest level. We also offer Music Scholarships to talented children entering Year 3.

Individual music lessons begin in Pre-Prep and the School offers a vast range of music groups and ensembles. Our annual Young Musician of the Year Festival is keenly anticipated and showcases the very best musical talent. Singing is at the heart of our curriculum, be it in Chapel, in class or in one of our many choirs. The Chapel Choir is the flagship of the Music Department and leads the Chapel worship every Friday. Many pupils are encouraged and supported in their applications to the Birmingham Cathedral Choir, Children's CBSO and the National Youth Orchestra.

The Music Department is heavily involved in the Performing Arts and works with the English Department to put on Pre-Prep productions and a Junior and Senior Production each year, along with several Morning Recitals and Concerts.

FURTHER INFORMATION



ENCOURAGING A LOVE OF SPORT

With a keen sportsman as Headmaster, it is no wonder that bcs Sport has gone from strength to strength! An extensive fixtures calendar, and intra-school competitions offers 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.

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 City of Birmingham Swimming Club, Edgbaston Kestrels Hockey, Aston Villa Football Club, Moseley Rugby Club, Edgbaston Golf Club and Edgbaston Priory Club.

PASTORAL

Pastoral care is a priority and the BCS Pastoral team ensure that support is provided across the school with drop-in sessions in 'The Lighthouse' as well as regular 1:1 sessions for those that need it.

Our senior pupils benefit from a Pastoral Tutor Group system which enables small groups of pupils to meet weekly with their Pastoral Tutor. Pupils have time to relax and take part in games and activities to bond and build confidence whilst also enjoying a cup of hot chocolate! It's no wonder that many pupils say that pastoral time on a Friday is the highlight of their week!

JOB DESCRIPTION - Guitar Tutor (1.5 days per week)

Individual music lessons take place throughout the week and are very popular. Lessons are scheduled by our Music Administrator and the postholder would need to commit to the same days each week. We have a large team of Visiting Music Teachers at our school, each of whom is self-employed. The teaching rooms are spacious and each has a piano. As well as individual lessons, there are various ensembles including a jazz band, chamber groups and an orchestra. The children are encouraged to make the most of performance opportunities on offer such as year group recitals, end of term concerts and the annual Blue Coat Musician of the Year Competition.

JOB DESCRIPTION

This job description is indicative of the nature and level of responsibilities associated with the post.

Professional Duties and Responsibilities

- Comply with all regulatory requirements as indicated by the School as well as the requirements as set out in the DfE document 'Keeping Children Safe in Education' and 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 pupils and parents/carers.
- Be punctual and adaptable, and dress in a smart but practical manner.
- Demonstrate reliability, honesty, and a professional attitude in all aspects of work.

Specific Responsibilities

- Supervise children as required on the school campus including when collecting children for lessons and returning them to lessons.
- Provide Guitar tuition for individuals and small groups.
- Plan for musical experiences which demonstrate progression and high expectation.
- Differentiate the learning so as to fully involve children of all abilities.
- Develop an exciting and stimulating ethos for effective teaching and learning to take place.
- Participate in arrangements for training and professional development.
- Maintain good order and discipline among pupils with particular regard to their health and safety.
- Fulfil day-to-day administration duties of teaching, such as taking registers and writing reports, and liaising with parents, schools and the Music Department including by email and telephone.
- Carry out any other duties as may reasonably be required.

PERSON SPECIFICATION

Qualifications/Professional Development

- Graduate professional qualification relevant to the specialism of Music or Music Education; or equivalent level of significant experience demonstrating applied application of the above levels of knowledge in a relevant setting.

Skills and experience

- Proven track record of working with young learners
- Experience as a professional performer
- Ability to enthuse, engage and motivate pupils, and foster a positive rapport
- Excellent inter-personal skills
- Able to communicate effectively in person and in writing, liaising with the Music Department, teachers, parents/carers
- Thorough understanding of children, their needs and development
- Well organised and professional in presentation
- Effective communication and listening skills
- Substantial recent and relevant teaching experience, including successful small and large group teaching
- Expertise and successful experience in organising, managing and conducting a music ensemble would be desirable

Knowledge

- Up-to-date knowledge and understanding of developments in music education and national initiatives
- High degree of knowledge of your specialist instrument and an ability to promote it throughout the School.
- Knowledge of current good practice for children aged 7 – 11

Personal attributes

- Sympathy with the Christian ethos and activities of the school
- Ability to form and maintain positive relationships
- Sensitivity to others and the ability to work co-operatively
- Wholehearted commitment to the life of a vibrant school community

Current rate of pay for 2023/24 is £23.25 per 30 minute lesson.

HOW TO APPLY



Applications must be made on The Blue Coat School Application Form and must include details of two referees, one of which should be a current or most recent employer. Application Forms can be obtained from the [school website](#).

Application Forms, together with a supporting letter should be addressed to Mr Jeremy Nicklin, Director of Music, and returned to Ms Corinna Gregory, HR Administrator at The Blue Coat School, by 10am on Monday 18th September. Interviews will take place on Wednesday 27th September.

At interview applicants must provide original documents to confirm their identity and right to work in the UK. They must also bring proof of qualifications where relevant for the post. The documentation required by applicants is listed in the Recruitment Policy which is available on the school website and from the School.

The post is subject to a satisfactory enhanced DBS check (including a Barred List check), a satisfactory online check, a satisfactory medical fitness declaration and satisfactory references. Confidential references will be sought prior to interview.

The Blue Coat School is an equal opportunity employer.

For further details about the school and to download an application form please visit the school website: www.thebluecoatschool.com

Application forms can be returned by e-mail to recruitment@thebluecoatschool.com or by post to The Blue Coat School, Somerset Road, Edgbaston, Birmingham B17 0HR.

Please note, we reserve the right to close posts and commence interviews at any time, once we have received sufficient applications. We advise you to submit your application as early as possible to prevent disappointment.



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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.