

National Centre for Computing Education Computing Hub Tender: frequently asked questions

Q1: Is there a specific template to use to submit a Computing Hub bid?

A: No, please follow the guidance as specified under point 15 of the invitation to tender (ITT). Tender submissions should be between 5 and 7 pages in length.

Q2: Do you need to submit a full delivery plan as part of the Computing Hub bid?

A: No, a full delivery plan is not needed as part of the bid, it is negotiated with the successful bidders at a later stage. However, it will be useful to provide an indicative outline plan of deliverables within your bid.

Q3: Will there be an interview as part of the Computing Hub bid process?

A: Tenders will be evaluated on the paper submissions against the criteria set out in the ITT under 15.4. We will then contact bidders (via a short telephone interview) on points of clarification needed.

Q4: What evidence is needed to confirm that a Computing Hub bidder has the necessary management policies and legal status in place?

A list of the relevant governance and management policies and procedures that your organisation has in place should be listed within your submission (e.g. HR, financial, GDPR etc.). Please also provide a web link to the documents from your website.

Q5: If you apply to be a high capacity Computing Hub will you automatically be considered to be a high performance Computing Hub?

A: Yes

Q6: Are partnerships e.g. between primary and secondary schools welcomed?

A: Yes, while one school needs to be the identified lead for management purposes, we would expect a primary school bidding to seek partnership(s) with high performing secondary schools to meet the needs of secondary computing teachers, and for secondary schools to do the same with primary. These arrangements will be made locally by the schools themselves.

Q7: Will the Computing Hubs be geographically spread to cover all areas of England?

A: Yes, as part of the process for evaluating the tenders submitted we will be reviewing geographical spread to ensure that all areas are covered.

Q8: Is there any guidance on the geographical areas that Computing Hubs are expected to cover?

A: Those bidding to become computing hubs will need to identify the Local Authority areas that they can support through their own school, other school networks and local expertise to deliver CPD within the area. This will vary dependent on local circumstances (e.g. urban and rural issues, numbers of priority schools in category 5 and 6 Local Authority areas). If successful these areas will become a region for the computing hub.

Q9: Is it anticipated that some Computing Hubs maybe closer together if they are covering areas of higher population density?

A: Yes, for areas of high population density we will be considering more than one Computing Hub.

Q10: What are the Regional Delivery Partners?

A: Regional Delivery Partners (RDPs) are 10 organisation's contracted between 7th January- 31st October 2019 to provide support with the early phase of mobilisation through delivering local computing CPD across England, whilst computing hubs are selected and established.

Q11: Who are the Regional Delivery Partners?

A: Birmingham City University; E2BN- East of England Broadband Network; Edge Hill University; Merseygrid LTD (trading as MGL); University of Hertfordshire; University of Plymouth; University of Roehampton; University of Southampton; University of Sunderland; University of York.

Q12: Do Regional Delivery partners have oversight of the Computing Hubs?

A: No, the RDPs will not have any management responsibilities for the Computing Hubs. The oversight will be through the Centre, administered by STEM Learning - the prime contractor of the National Centre for Computing Education (NCCE).

Q13: Will the Regional Delivery Partners have any formal role post 31st October 2019?

A: RDPs will not have a formal contracted role with the NCCE but they can support you with delivering the computing CPD within each area.

Q14: Will the first tranche of 10 Computing Hubs be the high capacity Computing Hubs?

A: Not necessarily, to qualify for the first tranche of computing hubs you must be able to allocate staff time of 2-3 days per week to support the early stages of mobilisation. You should state within your tender submission if you would like to be considered for the first tranche of Computing Hubs.

Q15: Will the first tranche of 10 Computing Hubs be geographically spaced out?

A: Where possible we will look to ensure that there is a good geographical spread for the first 10 Hubs.

Q16: Will the first tranche of 10 Computing Hubs be expected to have all systems and processes in place to begin delivering CPD from 1st May 2019?

A: No, we don't expect the first 10 computing hubs to be delivering CPD on the 1st May. We will work closely with them in the mobilisation phase on development activities to set up systems and processes. We would also anticipate support from the RDPs who will be delivering computing CPD in the area.

Q17: Will the first tranche of 10 Computing Hubs have key performance indicators (KPIs) and be in direct competition with RDPs?

A: No, the first 10 Computing Hubs will not have any KPIs until all 40 Computing Hubs come on stream in September 2019. The period between May-August will be for development activities, setting up systems and processes. The RDPs will have KPIs to deliver the CPD during this period and there will be a small overlap between Hubs and RDPs during September and October. We expect there to be a handover between Hubs and RDPs at the end of RDP contracts.

Q18: The core funding (up to £20,000) that is available for the first tranche of Computing Hubs to access for allocated staff time (2-3 days per week).

- **What is the role?**

A: This should cover someone in a management position who has an understanding of the computing issues in their local context and can get the mobilisation phase under way. The post can be split between more people, but potential bidders should exercise caution with breaking the role down across many posts.

- **Is there flexibility on which days per week the person/people should be released to undertake this role?**

A: Yes, this is negotiable

Q19: What is the role of the primary and secondary leads?

The primary and secondary leads should:

- understand the computing curriculum
- understand the local need
- understand the resources available/needed to deliver the CPD and organise this
- monitor progress
- promote the NCCE and its programmes

Q20: Can each of the primary and secondary lead posts be covered by more than one person?

A: The posts can be split between more people, but potential bidders should exercise caution with breaking the role down across many posts.

Q21: Do the primary or secondary leads have to deliver the training?

A: No, we anticipate that computing hubs will commission a lot of the training using the variable part of the budget. The leads do not need to be subject specialists specifically, but they do need the background to commission and organise CPD that matches the needs of schools served by the computing hub.

Q22: Can the primary and secondary lead be the same person?

A: This needs to be somebody who has experience of both primary and secondary school management and teaching and this is likely to be more than one person.

Q23: More information is needed on the CS Accelerator Champions and Subject Matter Experts (SME) needed for the High Capacity Hubs

- **What is their role/job description and salary band?**

A: There is a role profile for each job that can be circulated on request. The salary is dependent on local context.

- **What is the process for filling the CS Accelerator Champion and Subject Matter Expert roles?**

A: This is a decision for the High Capacity Hubs when they are appointed.

- **There are CS Accelerator Champion and SME roles being advertised via STEM learning at the moment, who will they be supporting? Is it the RDPs?**

A: These are consultancy roles to support the RDPs and STEM Learning in the interim period to October 2019.

- **Will Computing Hubs be expected to recruit their own CS Accelerator Champion and SME or can they use the ones being recruited at the moment by STEM?**

A: Computing Hubs will be free to recruit their own but are also free to use any suitable credible person that is already involved and able to support them.

Q24: How will the CPD facilitators be identified?

A: The RDPs will have recruited 20 facilitators by the time Computing Hubs are established and Computing Hub bidders will also have their own network of facilitators, so we anticipate there will be a strong pool of people.

Q25: Is there an expectation that Computing Hubs should train their own facilitators?

A: Computing Hubs can recruit and train their own facilitators dependent on local need, but there will also be a pool available (see question above).

Q26: Can Independent schools be involved with the local Computing Hub when it is identified?

A: Yes, the computing hub can commission an independent school to deliver some aspects of the CPD should they wish.

Q27: Is there flexibility to break full day courses down into more manageable chunks to allow teachers to be released from school e.g. afternoon or twilight sessions?

A: Yes there is flexibility to do this.

Q28: Will Computing Hubs need to write their own CPD content?

A: No, all the CPD content is centrally authored by leading experts in computing education to an NCE quality standard based on DfE, Teacher Development Trust, our insights and others.

Q29: Do the face to face core CPD courses run in a sequential order?

A: No, each course is stand alone.

Q30: Is any additional hardware needed over and above what a school already has in place to deliver the CPD? If so will funding be provided for this?

A: It is not anticipated that any additional hardware KIT will need to be purchased.

Q31: What is the breakdown of course costs and bursary payments?

A: The following costs apply for state maintained schools in England:

Core CPD Courses(F2F)	Course cost	Bursary
Priority Primary School (LAD category 5 and 6)	No fee for first teacher, £35 per day/per teacher thereafter	£100 per day for first teacher, no bursary for each teacher thereafter
Non-priority Primary School	£35 per day/per teacher	No bursary
Priority Secondary School (LAD category 5 and 6)	No fee for any teacher	£100 per day to each teacher
Non-priority Secondary School	£35 per day/per teacher - for teachers who are not on the CS Accelerator Programme	No bursary
	No fee for each teacher who is on the CS Accelerator Programme	No bursary
CS Accelerator Programme (F2F and on-line)	Course cost	Bursary
Eligible teacher (does not hold a post A level qualification in computer science)	No fee	Currently - £1480 bursary and a £270 facilitating bursary (£1,750) <ul style="list-style-type: none"> • 1st two F2F courses (no fee/£220 bursary per day) – paid on completion of each course (£440 each time) • Any courses subsequent courses after that are no fee/no bursary • On-line courses - £600 bursary (upon <u>sitting</u> end of course exam)
Non-eligible teacher (holds a post A level qualification in computer science)	£220 per day	No bursary

For schools that are not state maintained and/or are outside of England a fee of £220 per day/per teacher and no bursary is applicable.

Q32: Can trainee teachers (ITTs) access the computing CPD training package offered by the NCCE?

A: No, the training package is for qualified teachers. Trainee teachers are outside the scope of this programme as their needs are very different to those of fully qualified teachers.

Q33: If a teacher from an independent school accesses the computing CPD training package offered by the NCCE, will this count towards the KPIs of the Computing Hub?

A: No, only teachers from state funded schools will count towards the KPIs

Q34: Does the £22,000 for regional engagement activity need to be spent centrally by the main hub school or can this be used by other schools working with the hub for local engagement activities?

A: Yes there is flexibility to do this.

Q35: Is it possible for Computing Hubs to invoice in advance?

A: No, invoicing will be monthly in arrears based on actual expenditure.

Q36: Will there be income targets as with the SLPs, where STEM learning recoup a % of the income earned?

A: No, there will be no income targets for Computing Hubs.

Q37: If a Computing Hub needs to pull out of their contract what is the contingency for this?

A: This will be made clear in the contract, where a termination clause is included.

Q38: If you are already a Science Learning Partnership (SLP) or Mathematics Hub and are familiar with the systems and administration of similar programmes, will this add additional strength to your bid?

A: No, tenders will not be evaluated on their experience as an SLP or Mathematics Hub. However, you may add this information into your bid should you wish.

Q39: Will the Computing at School (CAS) regional centres continue as they are?

A: This is a decision for the CAS regional centre themselves and is outside the scope of this programme. There is no funding for CAS regional centres through the NCCE programme.

Q40: Will the Computing Hubs have any management responsibility for the CAS Communities of Practice?

A: No, the CAS Communities of Practice will be supported through BCS. It will be important for all those working on the programme to build relationships and work together under the umbrella of the NCCE.