

Moxton Services is an independent boutique consultancy focusing on Education ICT. It is part of the Moxton Group.



MOXTON
SERVICES

FIXED PRICED PROJECT MANAGEMENT FOR SCHOOLS

BACKGROUND

It is a characteristic of those businesses that work in Education ICT that delivery of solutions is very seasonal, with peaks in the holiday periods and troughs during terms time. Many businesses therefore have a real problem resourcing this, especially when the required resource needs to be skilled and experienced to ensure a successful outcome. Having experience of multiple deliveries is key for a project manager working with schools. This experience is even more essential if the delivery also requires working with construction.

AIMS

The aim of this Package is to provide your organisation with a fixed priced Project Management service for Primary or Secondary Schools. This will mean that your organisation will not have to invest in this usually expensive resource with full time employees; you can gain from utilising some of the most experienced staff in the industry. Due to our experience, Moxton Education can therefore also take the risk away from your organisation, as we will work for a fixed price with your team and partners to deliver the school on time and on budget.

Your organisation will also benefit from not having to invest in training or accreditation for project managers. Our consultants are Prince 2 qualified and many carry CSCS (Construction Skills Certificate Scheme) Cards and appropriate PPE equipment to allow them onto construction sites if this is necessary. In addition to this they are, of course, Enhance CRB cleared.

WHAT YOU WILL GET

Our standard Project management package includes the following activities:

- Meet with your staff to determine what has been sold and what budgets apply
- Internal kick off meeting with your team and any other sub-contractors
- Create overall project plan, risk register and contacts list
- Kick off meeting with the school and update plan/responsibilities matrix
- Update solution if necessary with your Education Solutions Architect
- Co-ordinate delivery of equipment and installers
- Manage installation (assuming no longer than 3 days for a Primary and 5 for a Secondary on site)
- Test installation and ensure it matches brief with school
- Address snagging with suppliers
- Sign-off sub-contractors' work on your behalf
- Ensure solution documented by Solutions Architect and sub-contractors

Continued overleaf →

WHAT YOU WILL GET (Cont)

- Ensure all solution is appropriately licensed
- Sign-off with school on your organisation's behalf
- 1 day floor walking for first day of operation
- Project summary document and detail of any lessons learned

HOW WE WILL WORK WITH YOU

The overall target is to ensure the school enjoys a smooth implementation delivered on time; at the same time your organisation completes a delivery on budget.

The key to making this work will be to ensure we all work together. The Moxton team can bring a lot of experience to de-risk the delivery for your organisation. In addition to this, if work with construction companies is involved, we know and have worked with a lot of these teams too. Understanding the variables that come into each delivery, and of course managing school expectations, are aspects that our consultants can take care of when embedded in your team. Our approach will always be to take responsibility; we will regularly update your organisation on progress both verbally and with reports and operational documentation.

Other Packages you maybe interested in reselling or white-labelling:

- Introduction to the Computing Curriculum
- Achieving cost savings and an effective TCO
- ICT Review for Secondary schools

WOULDN'T IT BE GOOD TO HAVE SUPPORT FROM STAFF WHO HAVE...

- each got in excess of 20 years' experience in ICT in Education
- supported literally hundreds of schools to facilitate change projects related to ICT
- been senior leaders in all phases of schools
- been responsible for Education businesses in the UK turning over been £10-£100m
- access into senior staff in many of the UK's leading suppliers of ICT into schools
- understand the complexity of BSF and Partnering contracts
- been teachers
- managed key implementations as part of construction projects
- rolled out school specific ICT support services to over 800 UK schools
- integrated education cloud solutions and delivered them into over 500 schools, youth centres, libraries and children's homes
- managed key aspects of creation of new schools (Vision, ICT, procurement, CPD, curriculum models, classroom design)
- been commercially responsible for broadband into more than 5000 schools
- managed supply and customer side procurement
- worked in the supply side to Federations, Free Schools, Academies and UTCs
- managed the procurement of multi-million pound ICT equipment, software and service contracts
- expertise in key educational trends such as 'flipped learning', design thinking and project based learning
- been responsible for demonstrating improvement in ICT across groups of schools.
- been teachers so knows the 'stresses and strains', issues and opportunities in schools and academies
- worked with over 120 very small schools in their unique environment
- managed supply and customer side procurement
- worked on the client side with Federations and Academies.
- worked on over 150 projects with construction, M&E and architects