

Information Pack

Bromcom Cloud MIS for Schools & MATs Covering all phases including Primary and Secondary SaaS (Software as a Service)

Prepared for: North Yorkshire County Council MIS Services Framework

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Ref: MIS Information Pack



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INTRODUCTION

The Bromcom Cloud MIS is a fully managed school management information system (MIS) hosted on Microsoft's Azure platform. Bringing staff, parents and students together in a single, online system, Bromcom MIS provides a powerful suite of administration, analysis and communication tools that encourage stakeholders to collaborate and improve outcomes.

Helping schools reduce workload is central to our ethos, so automation and efficient workflow are at the core of our MIS. It can automate routine activities such as generating reports, escalating behaviour rewards and triggering interventions. From analysing behaviour to contacting parents, your staff will love how all the functionality is at their fingertips. Your assessment lead will be able to set up secondary assessment in minutes, unlocking a powerful suite of pre-made reports for giving headline figures across the school against your own defined reporting periods. Senior leaders can keep track of performance via our analytics dashboards and automatic alerts. Teachers can take registers, enter assessments, send messages, and log behaviour incidents all from their Class Dashboard.

Our MIS has a modular structure with stepped pricing to allow schools to choose a package that matches their needs and available resources. The Standard package contains the minimum requirements for a school to function effectively, the Plus package contains additional modules for pupil and parent engagement and the One-Stop-Shop offer combines the Plus package with our latest developments for pupil safeguarding, parental communication and payments for meals, clubs and trips. When combined with the additional Finance module, our unique solution brings everything into one place, efficiently serving the needs of a modern school.



Nicola Scott-Worthington

Hadley Learning Community

"We can easily analyse data across the whole school to have a greater impact on pupil outcomes"

Rhonda Murray

St Benet Biscop Catholic Academy

"The migration process was really straightforward and completed over May Half Term"





Ben Mort

Pennine Trust

"Bromcom does everything it claims and reliably. That is one of the major appeals - the ability to reduce the amount of 3rd party packages to manage and pay for."



Why Bromcom?

As an MIS supplier, we're often asked 'Why Bromcom'? What is it that makes us stand out in the marketplace and why should a customer choose Bromcom over another MIS provider. Let's go through our customers' favourite aspects of the service.



Value for Money

Let's face it, schools are under increasing financial pressure and whilst value for money has always been on the radar of any discerning buyer, for some schools this is now a question of survival. That's part of the reason we developed our One-Stop-Shop methodology. Our combination of one SLA, all functionality and all data in one place, has won over countless schools and saved them thousands of pounds by reducing additional licence charges. There's no need to transfer data back and forth between different systems and you have a single point of reference for information and reporting.



A Modern, User Friendly Interface

Staff can quickly get up and running with our straightforward and intuitive user interface that's been refreshed for 2020. A wide variety of tasks are extremely easy to access via the global search tool or the main dashboard. In many cases, a user can do all their work without even touching the menu system. Furthermore, our WalkThrough tool shows users how to carry out tasks in the system, taking them through each click, step by step. We want our users to get the best out of our MIS, so they can spend time doing what matters most.



Powerful Analytics

Our analytics dashboards are proving a real hit for schools. Demographics and pupil KPIs such as attendance, behaviour and attainment are available at every level. It's easy to drill down from charts to tables, see the individual students and export lists if necessary. Rather than being limited to static figures, the dashboards demonstrate trends and ensure you're aware of dips in behaviour or increases in persistent absentees. If you want to design your own dashboards, Bromcom provides a secure feed to Microsoft Power BI, an industry standard interactive reporting tool. Our integrated Power BI viewer is totally unique, allowing schools to display their customised dashboards within the MIS.



Flexible Assessment

Our Assessment system is highly flexible and gives your school the freedom to track however you see fit. Templates are distributed and controlled centrally to avoid hassle and maintain integrity. We provide all the tools you need to record both summative and formative assessments, then analyse performance. Share assessments with Parents via our App or publish customisable reports directly to the portal.

Many Secondary Schools want a simple and straightforward approach to tracking. That's why we created a wizard to roll out an assessment system based on simple questions. It comes with a variety of analysis features and built in reports, so you don't have to be an expert to get great results.



Integrated Finance (Available to purchase separately)

Seeing as the bulk of an average school's budget is spent on staff, it makes sense to have a Finance product that can access your Personnel data. Bromcom Finance is a robust, Cloud-Based accounting system that is fully integrated with our MIS, making it a truly unique offering in the marketplace. Rather than having to jump between applications, Finance is accessible within the same interface, just like any other part of the system. Just like the MIS, you can drill down into each item and investigate in more detail. Make use of multiple tabs to improve workflow, just like when you're browsing a website.



One-Stop-Shop

When we set out our grand plan at Bromcom, we wanted to bring all the functionality a modern school needs into a One-Stop-Shop package. Why should you have to outsource so many tasks that should be included within the MIS? To us, it made sense that having all your data and functionality in one place means it's entered once and utilised in a hundred different ways.

For example, our schools can effectively analyse using memberships from across the spectrum. How has persistent absence affected my attainment and has the introduction of the breakfast club made a difference to our attendance? They can raise safeguarding concerns directly from the Teacher's Lesson Dashboard or design seating plans for their classes, all within the MIS.

Parents have one login to view all their children across multiple schools. Show them as much or as little information as you wish. Perhaps you'd like to let them see behaviour events as they're logged with a notification popping up on their mobile phone. Pupil attendance history, even down to the individual lesson, can be shared via the app. Assessment results, Homework, Achievements and reports can be published directly with the click of a button. The school shop, trips, clubs, dinner money and parents' evenings are all handled inside Bromcom. Parents can even carry out data cleansing and update the office with any changes.

Additionally, there's no data transfers to complicate things and there's always one single point of truth. GDPR turns from a nightmare to a breeze as data access and right to be forgotten requests are a solitary click away. The pile of existing contracts is simplified into one SLA with an annual fee that will slash your costs.

In order to keep ahead of the game, there are times when we do encourage the use of third-party tools like Microsoft Power BI, the industry leading Business Intelligence Dashboard tool. However, to adhere to our ethos, we integrated the Power BI viewer into the MIS and provided a method of using the service that's free to schools. In our mind, that's a win-win situation. We provide a starter kit of templates which can be tailored to your needs or created from the ground up. The combination of integrated Power BI and live Excel feeds are hugely powerful for those who wish to take their data a step further. For a Secondary School, these tools offer the strategic view you've been looking for. No longer is data provided in piecemeal fashion, you have one central dataset, providing the detailed analytics to help steer the ship.

The Harris Federation have publicised how they have saved £2.8m over 3 years across 40-50 schools by switching to Bromcom. This is a huge sum that would have been inconceivable at the start of their journey. We know that every penny counts and strive to provide a solution that offers all the functionality you need, without breaking the bank.

Our Intuitive User Interface

There's little use in a fully featured product that has a steep learning curve. We've designed Bromcom to be as accessible as possible, bringing all of the most important functionality right to your fingertips. We want you to get the most out of our system, without having to spend years in training. Our user interface is intuitive by design, reducing training overheads and enabling staff to quickly get up and running.

Most users do not need to use menus

A wide variety of tasks are extremely easy to access via the global search tool or the main dashboard. In many cases, a user can do all their work without even touching the menu system. They can search for their class, pupils, staff and even rooms or equipment using the same tool. It's fast and easy to view the results. Not only does this increase accessibility to the required features, it speeds up tasks by removing interim steps.

Powerful dashboards and analytics

Demographics and pupil KPIs such as attendance, behaviour and attainment are available at every level. It's easy to drill down into the tables, see the individual students and export lists if necessary. Rather than being limited to static figures, the dashboards demonstrate trends and ensure you're aware of dips in behaviour or increases in persistent absentees.





Drill Down functionality throughout

We feel it's essential to be able to drill down into any summary and headline figures. For example, every time a behaviour total is displayed, you will be able to click on it to drill down to the students/staff. To analyse in more detail, click on the individual pupil to jump to their individual behaviour dashboard and events. This multi layered approach is embedded throughout the MIS and is aligned with the experience our users have come to expect from a modern cloud-based application.



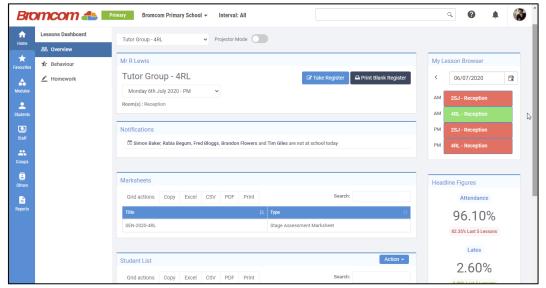
Standardised approach to actions

Tables are standardised to allow drill throughs and data exports along with an action drop down. This common language ensures that each area is straightforward to use. If there's an action available for that list, it will be within the action dropdown, so there's no ambiguity as to the functionality on offer. The interface is intuitive, acting as a navigation and workflow tool. It provides a gateway to the depth of functionality our users have come to expect from Bromcom and is satisfying to click through, with a modern look and feel.



Modern Aesthetic

Our interface is influenced by Google Material Design and some key players in the Tech industry. It stands out as a modern interface, devoid of clutter but feature rich. Having a familiar look and feel gives users the confidence to explore and reduces the anxiety of taking on a new system.

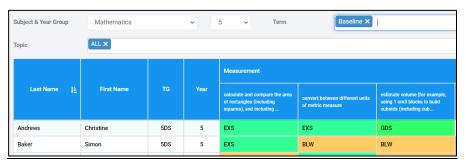


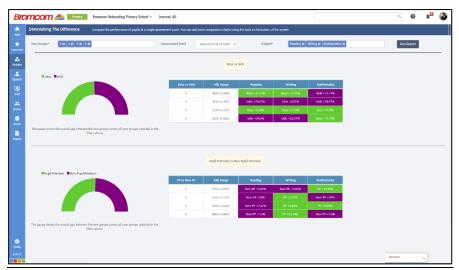


Assessment Features

Primary Tracker

Bromcom's Primary Tracker is an assessment tool built with Primary Schools in mind. It is easy to setup, doing away with the complexities assessment tools often have and provides you with visual, user-friendly Marksheets for entering marks and a set of powerful yet simple tools to help you analyse your Primary Assessment data. Built-in reports help you identify gaps and chart pupil journeys between assessment points. Monitor the whole cohort as well as key groups' performance throughout the year.





The Primary Tracker supports Summative Assessment, Formative Assessment, the Early Years Foundation Stage and Test Scores. The Primary Tracker Marksheets have been designed to be clear and uncluttered, giving teachers tools to reduce the time spent entering data, and giving them immediate feedback by using colour-coding to indicate the level each student is working at.

Fully Featured Assessment Module

For those that want to take things a step further, we have a fully customisable assessment module so you can generate your own summative and formative marksheets as you see fit. Track progress and monitor attainment, analyse progress using progress/tracking grids, review Average Points Scores and use trends to predict future attainment. Statutory assessment is just as straightforward, with marksheets adapted to DfE specifications automatically created and assigned to the relevant teachers

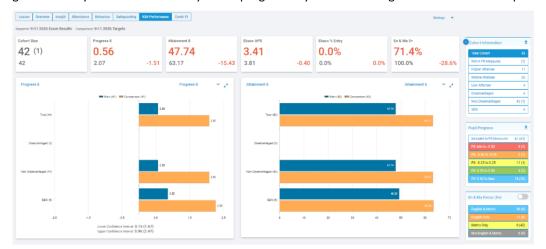
You can select from the in built curriculum assessment:

Your own custom assessment sheets can include calculations and comparisons to track progress directly within the assessment sheet without the need to export data and manipulate it in a third-party product.



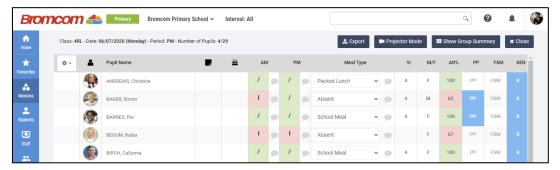


Our Headline Figures allows you to see a summary of the progress of your students against KS4 and 5 DfE reporting.



Attendance Features

Quick and efficient attendance registration via any device including mobile or tablet, via the MIS or our teacher app. Statutory (AM/PM), lessons, club and trip registration are included, and you can automate SMS/email/Push notifications to parents alerting them to their child's absence.



Create seating plans with pupil indicators of contextual factors and current/target grades by drag and dropping student photos. Daily and Weekly attendance reports can be scheduled and dynamic report groups created to alert relevant staff the moment a student's attendance falls below a set threshold.



Our Attendance dashboard offers a full suite of analytics so you can measure performance, analyse trends and drill down to the detail. Compare year on year and benchmark against DFE statistics or school targets.





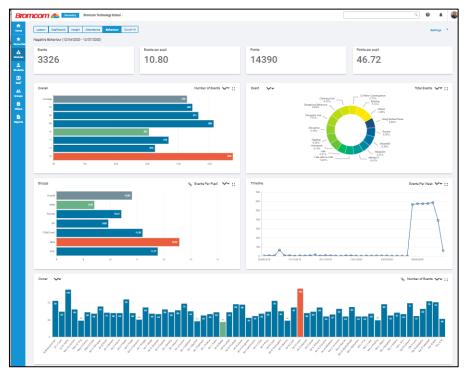
Behaviour Features

Collect, monitor, and report on positive, challenging, and neutral behavioural activities quickly and easily. The Bromcom behaviour module allows schools to apply their behavioural policies in highly configurable workflows. Actions can be automated and follow ups can be carried out based a wide range of rules to meet your school's approach. Incidents can be logged directly from the Teacher's Class Dashboard, allowing staff to record behaviour without interrupting the flow of lessons.



Multiple, parallel, points tallies can be set up to reward students for consistently good behaviour, with the option to award certificates at various thresholds and publish them to parents via the parent portal.

Much like with the Attendance module, there's an interactive dashboard to interrogate all of your behaviour events and compare them against your school rolling averages and previous years. Compare cohort groups using average points/events per pupil, examine trends using the timeline and drill into the student detail from any graphs.





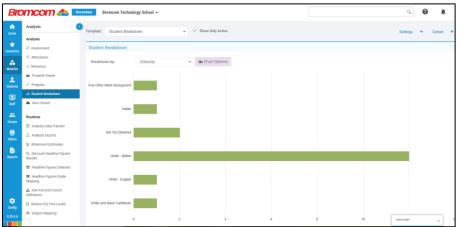
Reporting & Analytics Features

Reporting

The Reporting module combines a number of built in reports alongside a powerful ad-hoc report writer to develop custom reports and labels. Attach word templates and upload the end results directly to MCAS, our parent portal. A report scheduler enables automation of regular reports, which can be sent directly to the appropriate staff member. Letters, certificates, and reports can be sent electronically to pupils and parents via their online portals, reducing your school's environmental impact while saving money on printing and postage.

Analysis Module

A graphical analysis and reporting module, which provides performance monitoring of attainment and progress, attendance and behaviour. Includes residuals analysis, grade distribution and summary reporting with huge numbers of filtering options available to help compare various pupil cohorts or vulnerable groups, including Pupil Premium, FSM and EAL. Key stage performance data analysis provides the school with 'headline' performance indicators at each stage for a quick, high-level review and includes drill down capabilities.



Power BI & Analytics

Bromcom Analytics is a set of reports and dashboards that give an unparalleled level of detail into school performance, by individuals, cohorts and key contextual groups. It combines data on attendance, demographics and statutory assessment results. In addition, this module includes the Advanced Report Builder (ARB), a web-based reporting tool capable of grouping, conditional formatting and rendering charts, tables and graphical indicators. Users can combine data from all areas of the MIS by forming custom joins between tables and perform complex calculations with a wide set of mathematical and logical formulae.

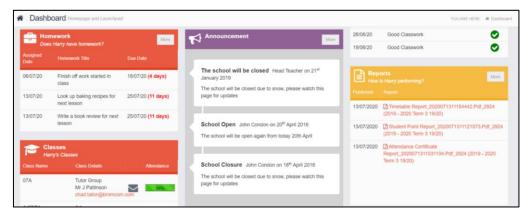
Combined with the ability to produce complex reports is the facility to integrate dashboards from commercial business intelligence software such as Microsoft Power BI and Tableau. Live data feeds supply these dashboards with data from across the MIS allowing school leaders to measure the KPIs that matter to them. Our unique link to Microsoft Power BI (Business Intelligence) allows Schools to create their own custom dashboards and present them within the MIS. Power BI can connect directly to Bromcom with no need to setup any additional reports or links.





Parental Engagement Features

The Parent Portal (MyChildAtSchool) provides real-time pupil information via a secure and easy to use interface, showing timetables, homework diary, attendance, behaviour, assessments, clubs and trips. MyChildAtSchool also allows parents to make appointments for parents' evenings, give/revoke consent and view announcements, letters and public school-diary events.



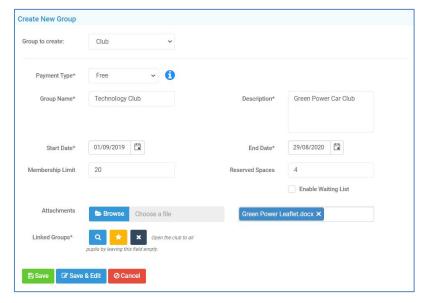
Parents can top up their children's dinner money balance, pay for school trips or clubs, Book Parents Evenings and purchase items in an online school shop. The shop is managed via the MIS and includes product photos and stock control. In addition to an online portal, parents can download an app for Android and iOS smartphones. It allows schools to send unlimited push messages with information about students' attendance, behaviour and progress.

Messaging

Our MIS includes a Staff/Parent/Pupil electronic messaging system with automatic and manual messaging functions. Create pupil watch lists for attendance and behaviour that send e-mails, push notifications and/or SMS according to defined rules. Communications logs are stored in Student/Contact records for ease of access when discussing matters with parents. *Please note: SMS messaging incurs carrier charges, which are listed in our pricing document.*

Clubs & Trips

Save hours by administrating clubs, trips and wraparound care in Bromcom. Parents can book places and make payments online, with pupils automatically being assigned to the relevant groups within the MIS. Schools can offer to break payments into instalments and parents can use the app to keep track of the payment schedule.



Administration Features

Census & Statutory Returns

Our census module produces both the School Census and Workforce Returns quickly and easily. DfE summary and validation reports are available, with links to the appropriate MIS record if issues are highlighted. We also cater for a variety of other returns such as the CES Census for Catholic schools and Welsh Census Return.



Setup & Maintenance

Easily set up and maintain permissions for the MIS and Finance with field level control of view/add/edit/delete privileges. Active Directory, Google and Microsoft login integration is available as well as time/location access control, two factor authentication and an Audit Trail of system activity. We also provide a secure web service API to facilitate third party integration.

School Diary

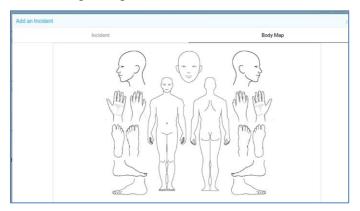
An electronic diary to aid in the organisation of school scheduled events, parents' evenings, equipment bookings and room bookings. Sync events to the parent portal which can also be used to book appointments.

Dinners

Maintain pupil and staff balances, meal choices and dietary requirements in our integrated Dinner Module. Produce meal registers, audits and catering returns in the click of a button. Parents can also view balances and top them up via the Parent portal.

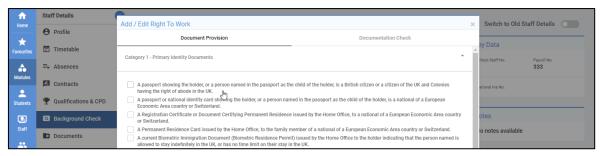
Safeguarding

Our MIS includes a suite of safeguarding functions for recording information and actions for at-risk pupils and keeping key stakeholders informed in a highly secure area of the MIS. An incident log records a description of the incident, its type and any other agencies involved, with a body map and attachment feature for adding evidence to the record. The Safeguarding module contains a time chart plotting the occurrence of each type of incident and configurable alerts notify the relevant staff and external stakeholders (if authorised) as soon as a safeguarding incident occurs.



Staff Management

Bromcom MIS provides a full suite of Staff management tools, including contract management, CPD, background checks and qualifications. It's suitable for use as your Single Central Record and can quickly generate an exportable document if necessary. It can produce School Workforce Returns and links to both Bromcom Finance and third-party payroll systems.



Curriculum Features

Class & Lesson Dashboards

Teachers are automatically directed to their current class, with quick access to their register, associated marksheets, student lists, behaviour analysis and homework modules. Everything is in one place, to ensure they can quickly work through their responsibilities without being bogged down with general administration.

Student Portal

The online student portal provides pupils with real-time access to their data. Fully configurable by the school, the data shared with the pupils can include their attendance, behaviour, attainment and progress. In addition, the portal can be used to set and mark homework and guizzes and has forums for hosting class discussions.



Curriculum Management

Manage the structure of the school day, academic calendar and the timetable, which covers everything from a morning/afternoon form/tutor group registration to a full subject class-based schedule over a multi week cycle. Maintain classes, forms and groups, including dynamic groups that the system will then automatically maintain according to defined rules such as "all pupil premium boys in KS3 with less than 85% attendance" and "all pupils with an education, health and care plan (EHCP) who received a 'Good Class work' commendation this term". As well as lessons, you can schedule after school clubs and trips, then monitor participation accordingly.

Cover Module

Our cover module allows you to manage staff absences and allocation of cover lessons within school. You are also able to manage room changes and closures. You can allow for supply staff to be able to login to your system and be able to take their own class registers and record behaviour. Cover can be published directly into staff dashboards and diaries so they know when they have a cover commitment. Clear reporting allows for the cover manager to ensure a fair distribution of lessons and maximise staff deployment.

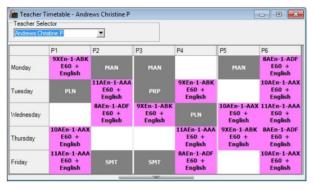


Student Support

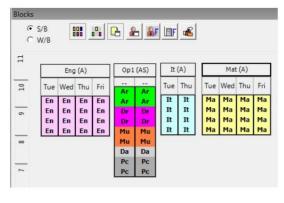
Advanced Pupil Support provides additional facilities over and above the core facilities that comes as standard to manage SEND, LAC, Health data etc. The Advanced option is specifically designed to meet the needs of staff managing pupil support including SENCOs and G&T Coordinators. It provides functionality to store/create documents such as Education, Health and Care Plans (EHCPs), Personal Education Plans (PEPs), support staff scheduling and disseminating information to teachers.

Timetabling

The Bromcom E-Timetable module allows you to create complex school timetables based on your curriculum and rooming needs. This module allows you to take your current curriculum model in Bromcom and generate a lesson by lesson timetable for individual teachers. Blocks and carousels can be built and draft timetables can be printed for school staff to review before implementation.



Once your timetable is complete it can be easily imported into



the MIS system so that it is ready to go live at the time you choose. This allows you, if needed, to have multiple timetables changes across the academic year. Small ad-hoc timetable changes, such as a change of teacher or movement of one lesson can be done easily and directly from within the MIS.

When developing your timetable, you are also able to import from other timetabling systems such as Capita's NOVA-T, KJ Timetabler and Edval timetabling.

Examinations

Our built-in exams module makes organising both statutory and internal examinations a breeze. You can import base data from your examination boards and bulk assign these to the students undertaking exams within your school. Data can be exported so that entries with the exams boards can be made. Multiple exam rooms can be managed, and specific exam considerations can



also be recorded. Seating plans can be generated for use by invigilators and changes can be made easily to meet any seating requirements. Student level exam timetables can be generated with this information able to be shared with our student portal MyChildAtSchool allowing pupils to access this information directly from their digital device.

ON KS4 and KS5 results day you can import your data directly into Bromcom, allowing you not only to be able to print out summary result sheets, but also have the ability to email results to students directly from the system. Powerful analytics can also be used for you to explore your results and provide key stakeholders within the school a clear and concise summary document.

Integration & Technical Features

Google Integration

Google Integration is a solution to synchronise the students, staff and groups between the MIS and Google G-Suite to enable automatic provision of Google accounts. It pulls through staff/student groups and calendars, photographs, associations and so on. It integrates with Google Drive and allows the creation and maintenance of Google Classrooms directly from the MIS. You can even enable Single-Sign-On, giving users the opportunity to login to the MIS and related services using their Google Accounts.

Microsoft Office365 Integration

Automatically provision Office365 Student and Staff Accounts from the MIS. Create and Maintain Office365 Groups with Student and Staff associations, synchronise calendars and photographs, create and maintain teams, all within the MIS. Link to Microsoft OneDrive †O share resources and store documents produced by the MIS. Enable Single-Sign-On to allow users to access Bromcom services with the Office365 accounts.

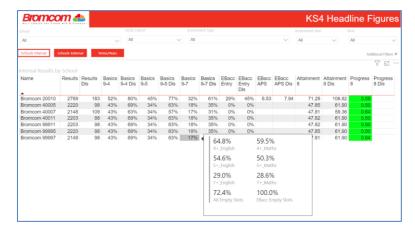
Public or Private Cloud

By default, Bromcom application services are delivered through our public cloud service. This is a multi-tenancy, UK hosted SaaS delivered using the Microsoft Azure platform. This brings many benefits to our customers including continuity of service, backups, managed updates and cybersecurity. Multi-tenancy is the core tenet of cloud computing and we use the economies of scale of our infrastructure serving hundreds of thousands of users to leverage our highest performance for the lowest cost solution.

If required, we can provide a Private Cloud alternative where a dedicated cloud platform just for you is maintained; hence the term "private" cloud. The private option offers you control of the update schedule and gives direct access to the SQL back-end. This service comes with a price premium to account for the replication of our management services to your private cloud. The private cloud infrastructure can be separately procured from Bromcom or else you as the customer can provide and take responsibility for managing your own suitable private cloud infrastructure, which Bromcom will then use to host your Bromcom services. Bromcom's Private Cloud option for Cloud MIS and Finance covers the installation of the Bromcom applications and manages Bromcom updates and also deals with the install, configuration and helps manage your SQL database application. A private cloud is listed as an option within our G-Cloud pricelist for those that require this level of control.

Embedded Power BI

Bromcom is the only MIS that can display Power BI dashboards within the interface. This seamless integration makes Power BI far more accessible at every role within the school, providing the opportunity for fully customisable dashboards that can be totally unique to your establishment. You can even display external data sources to SLT such as School Surveys, Payroll and Finance information, or National/Local Authority comparison data.





Deployment

Deployment and after service is very important to us, each school is looked upon as an individual and treated as such. We help where help is needed and listen to requests to improve our system when given. We will walk you through every process of moving over to the Bromcom MIS, from migration, to training, we will be at your school on the first day you go live and we will be with you every step of the way for the rest of your time with us.

Migration

Bromcom has been migrating school data from other MIS suppliers for over 30 years and is very experienced in doing so. We can facilitate the migration of any number of years of data and as standard have a wizard controlled self-service migration process, which can optionally be supported by Bromcom taking over the full process for you. We supply a migration scope document so you know what data can be migrated. The migration can work directly from a copy of your current MIS database and therefore in many cases there is no need to manually export data from your existing MIS. Bromcom automated data migration tool includes a data checking step that separately compares migrated data to further validate the process. We can also carry out a data checking service where our trained migration staff carry out manual data comparisons on your behalf. At the start of the process the school will be supplied with the name and contact details of your appointed Deployment Manager, who you will help plan and coordinate the data migration with you, and is available to answer related queries you may have.

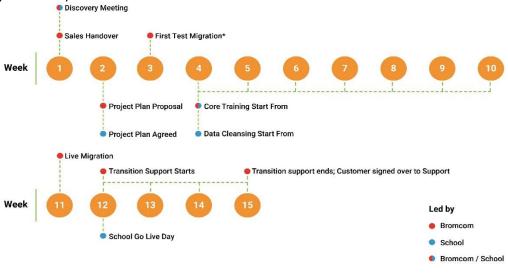
Training

Training can be given via webinars, on-site, group training and/or tutorials with videos and practical exercises. We have very experienced trainers able to assist with training at any level that you require. As standard you are provided training materials, including a suite of training videos by topic with practical exercises to get you started using all core aspects of the system. Advanced topics, which are optional, are available to cover such areas as designing your own progress tracking sheets, building additional data analysis reports, designing a timetable. Free of charge top up training is also given by webinar, often supported with additional videos, when new enhancements have been added, to make sure everyone is aware of the changes.

A range of user guides and videos are available and include help files, release notes, setup guides and short 'how to' videos. These are all published on our Documentation Centre portal, which can be accessed directly from the MIS.

Illustrative Rollout Plan

Every school is different, so we'll tailor the project to the needs of your establishment. Here's an example school rollout plan that offers plenty of flexibility.



* A second test migration can be completed depending on timescale

For more information or to arrange a demonstration or to speak with a reference site please contact:

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Telephone: 020 8290 7171 email: sales@bromcom.com