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Introduction

We continue to look forward to our General Meeting at Backwell School on 17th May. I hope that every school in the Trust will be represented and able to engage with Hannah Woodhouse (DfE Regional Director for the South West) about her ambitions for the school sector in this region. We consider ourselves to be a very strong Trust and it will be good to review our progress in dialogue with the person to whom we are directly accountable.

We have a number of other leaders in our sector visiting LSP schools in coming weeks. Baroness Barran (Parliamentary Under-Secretary of State and Minister for the Schools System) will be speaking at our Business Breakfast at Gordano School on 27th June - Heads, you will all be invited and, Chairs, please contact Clare Giordmaine cgiordmaine@lsp.org.uk if you would like to attend. Dan Norris, Mayor of the West of England Combined Authority (WECA), will be visiting Chew Valley School on 15th June to explore the theme of 'Green Skills'. It is uncoincidental that the Trust was announced last week as the winner of a WECA £15k grant to develop a project in Green Careers. Our congratulations to Chris Beer and Jeanne Fairs at Gordano who led that bid.

I am sure that the word has spread that Ofsted are at Northleaze CE Primary School today. We will expect the phone to ring a number of times now as that is usually Ofsted's pattern. I am sure that SEFs are being reviewed across the Backwell Hub and at all our previously exempt schools! Get ready.

As ever,

Gary

Support for pupils from Ukraine

We are now welcoming some Ukrainian refugees into our schools and have heard some of the excellent measures that you have put in place to support them. Much of this support seems to have been generated through your local community and we would encourage you to seek support through your newsletters. If you are successful in identifying people that can support, please could you ask if they would be willing to work with other schools in the Trust as well. If they would be willing to do this please could their details be provided to Diane dlogan@lsp.org.uk so that we can coordinate this on behalf of all of our schools.

Consultation Summary for School term dates 2023/2024

Following the consultation for school term dates 2023/24, having considered the responses made, some slight amendments have been made to the dates originally proposed. The consultation summary of results is available on the [consultation website](#).

The set dates for community and voluntary controlled schools are as follows:

- term 1 - Monday 04 September 2023 to Friday 20 October 2023
- term 2 - Monday 30 October 2023 to Wednesday 20 December 2023
- term 3 - Thursday 04 January 2024 to Friday 09 February 2024
- term 4 - Monday 19 February 2024 to Thursday 28 March 2024
- term 5 - Monday 15 April 2024 to Friday 24 May 2024
- term 6 - Monday 03 June 2024 to Tuesday 23 July 2024

The calendar of dates are [here](#) for your information.

Save the date - LSP Business Breakfast

Our next business breakfast will be taking place on Monday 27th June (7.30-9.00am) at Gordano School.

We are delighted to announce that our guest speaker is Baroness Barran MBE (Parliamentary Under-Secretary of State and Minister for the Schools System).

This event is a great networking opportunity to meet local business leaders. The full details of the breakfast are below:

Event details:

Monday 27 June 2022

7.30am-9.15am

Gordano School Dining Hall

Parking available on-site.

Please extend this invitation to your governors, parents and school communities and confirm your attendance to Clare Giordmaine cgiordmaine@lsp.org.uk



B&NES Race Equality Charter Mark

The launch of the B&NES Race Equality Charter Mark is taking place via webinar this evening (Tuesday 10 May) at 6pm.

The webinar will give an overview of the Charter, how schools can sign up to it, and also the ongoing support that will be available to schools to help them achieve real progress in race equality.

The event is open to all to attend - particularly school leadership teams, teachers, other professionals, young people and parents/carers. Please circulate to colleagues.

Click here for further info and [here](#) for the registration link.

Reception baseline assessment framework

Click [here](#) to view an assessment for pupils in reception to measure their progress in primary schools from 2021.

HR System - iTrent

Further to the previous announcement in bulletin, we have been working with Neo People to identify the HR functionality that we can use within the iTrent system. The below table identifies the elements of the system that is available to us, along with a guideline of the milestones we are working towards. We will provide further information and updates soon.

Functionality	Details	Milestones
Employee Records	Person, contacts, sensitive information, contracts, pay, training, qualifications.	May – September 2022
Absence	Sickness, non sickness paid and unpaid	May 2022
Cloud Hosting	Allows document archive – inc. contracts, etc	May – August 2022
Workflows	Allows dates in the system to trigger notifications to Managers/Employees/BM's, as required.	June 2022
Employee Self Service (ESS)	Employee information view and update. Employee interact with deployed HR functions	June 2022
Manager Self Service (MSS)	View subordinates. Interact with deployed HR functions. View dashboards, run reports	June 2022
Performance Management	Create data capture and process flow and acknowledgement of mapped PM process	July- August 2022
Holiday request via ESS with MSS approval	Creation of a LSP holiday scheme. Workflow to allow employee to book a holiday through ESS and manager to approve/deny via ESS.	July - August 2022
SIMS API (not yet available)	Multi directional data exchange between iTrent and SIMS	Awaiting functionality. ASAP
Schools Workforce Census	Capture, report on exceptions and create annual workforce census return files	October 2022
Web Recruitment	Requisition, authority, publish adverts and onboarding. Allows candidates to apply via online form, candidates can book interviews, produce correspondence to candidates and successful appointee.	October – December 2022
Gender Pay Gap Report	Produce Gender Pay Gap Report	March 2023
Case Management	Record HR cases and apply life cycles and workflow.	TBC
Training and Development	Create training instances. Apply and approve via ESS and MSS	TBC
SCR Checklists	SCR recording and uploading of documents	TBC
Timesheets	Employee recording casual hours and overtime online, managers approval process, feed into pay-	TBC
E-Signatures	Acknowledge acceptance of ESS distributed correspondence/contracts	TBC
Survey Builder (Questionnaires)	Form capture information. Report on outcomes. Distribute via ESS and attached to employee rec-	TBC
Insights	Bespoke data dashboarding	TBC
Expense claims via ESS with MSS approval	Workflow to allow employee to claim through ESS and manager to approve/deny via ESS. Attach receipts. Auto pay approved claims on next payroll.	TBC

Boxall

Last year, as part of the work on SEN diagnostic tools, schools were provided with tokens for Boxall training.

Following enquiries about the full Boxall subscription, we have obtained the quote below. The quote includes discounts that would be offered provided that a minimum of 5 schools subscribe.

If you are interested in taking up this offer, please could you let bwatts@lsp.org.uk know by Friday 10th June. Many thanks.

Nurtureuk service	School Size:	Cost per Unit*	Discount:	Cost per Unit:
The Boxall Profile Online Subscription	100 or less pupils	£325	40%	£195
	101-300 pupils	£325	15%	£276
	301- 600 pupils	£500	15%	£425
	600+ pupils	£900	15%	£765

About the Boxall Profile:

The Boxall Profile is an invaluable resource for the assessment of children and young people's social, emotional and behavioural development.

The two-part checklist, which is completed by staff who know the child and young person best, is quick – and, very importantly, identifies the levels of skills the children and young people possess to access learning. Many children in school are insecure about their worth, often not able to articulate their feelings. Instead they show their discomfort by withdrawal, achieving much less than they could, not making good relationships.

Others may act out their feelings of anger and failure by minor or major acts of disrupting the progress of others. Whatever the behaviour, the result is that they do not get positively engaged in education. Understanding what lies behind this can make all teachers much more confident in their class management, which is where the Boxall Profile comes in.

To read more, download your copy of the Boxall Profile booklet [here](#).

YATTON SCHOOLS

CLERK TO THE GOVERNING BODY

**Grade JG5, SCP 12-19 (£11.70 - £13.44per hour), 5 hours per week,
term time only**

Required from September 2022

Yatton Schools require someone with excellent organisational and written communication skills to take on the role of Clerk to support the work of the Local Governing Board. The Clerk is required to administer three meetings per term, normally taking place in the evening and lasting about two hours. The role includes organising and distributing papers, taking minutes and advising the Governors on procedural issues. The Clerk also administers the membership of the Local Governing Board, ensuring that vacancies are filled in the correct way.

Applicants should have good secretarial and administrative skills, be able to keep accurate minutes and have the flexibility to work with the timescale of meetings and other deadlines. They should have good interpersonal skills and the ability to maintain confidentiality. Training is statutory and other requirements for the role will be provided.

This is a salaried post and the postholder will be eligible to join the Local Government Pension Scheme

Applicants should contact the school office office@yattonschoools.co.uk for a job information pack.

The closing date for applications is Friday 10th June 2022

School-Led tutoring funding allocations

Funding for School-Led Tutoring is based on the proportion of pupils in Year 1 to Year 11, eligible for pupil premium. In September 2021, schools were informed that their School-Led Tutoring allocations were based on 60% of their pupil premium students. However, please be aware that in the May payment, schools will receive extra funding for an additional 16% of pupils in addition to their original allocation, bringing the total to around 76% of pupils eligible for pupil premium. This is additional funding for schools to deliver tuition within the 2021/22 academic year.

Schools can check their final funding allocations, including the number of pupils funded and the number of hours of tuition that we expect to be delivered with this funding [here](#).

Schools are encouraged to implement plans to spend this funding to support pupils as soon as possible. Any funding not utilised by the end of August will need to be returned to the department. We now know that OFSTED will have data on the use of funding and schools will be held to account by them.

Additionally, schools are required to indicate their engagement with School-Led tutoring in the educational setting status form issued last week. Guidance on [how to complete the form](#) is available.

It is not too late to engage with the National Tutoring Programme. For guidance and support on how your school could benefit from tuition, join one of the DfE 'drop-in' sessions. The link will be the same for each timeslot on your chosen day:

- [Tuition Partners](#) - Tuesday 10 May at 7:30am, 12:30pm and 3:30pm
- [School-Led tutoring](#) - Wednesday 11 May at 7:30am, 12:30pm and 3:30pm
- [Academic Mentors](#) - Thursday 12 May at 7:30am, 12:30pm and 3:30pm

Further information can be found on the [National Tutoring Programme](#) website.

Update on the newly qualified teachers (NQT) funding

In recognition of the challenging initial teacher training and induction that some newly qualified teachers (NQTs) experienced due to the coronavirus (COVID-19) pandemic, all state-funded schools that have or had an NQT who completed their induction between the summer term of 2021 and the spring term of 2022 will be provided with a one-off payment to further support the development of this cohort. The guidance previously stated that a one-off payment was available to all state-funded schools with NQTs finishing induction in summer 2021, but this has been extended to the spring term 2022.

This funding will be paid for the academic year 2021 to 2022 and will not continue beyond this date. Payment will be made in arrears in summer 2022, based on eligible teachers recorded in the school workforce census. Schools do not need to do anything else to receive this payment; the funding will be part of your normal payments from the Education and Skills Funding Agency (ESFA).

This funding is being made available to cover the cost of providing these teachers an additional 5% off timetable for the 2021 to 2022 academic year so they have additional time to invest in their development. Schools were able to use their judgement to decide how this funding would be spent, but time off timetable could be grouped together in different ways, for example, taken as whole days or half days off. It is not statutory.

Funding has been calculated as equivalent to 5% off timetable every week for an NQT over the academic year 2021 to 2022 and equates to 44 hours. The funding amount is calculated by taking the average salary of NQTs and will differ by region, and will be £1,200 per eligible NQT.

FOCUS ON GOVERNANCE

Risk Management Training - Slides (and recording) from LSP training delivered on 03/05/22 available [here](#).

DfE releases new school attendance [guidance](#) which will come into effect from September 2022.

