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## Introduction

The last week may possibly have been the busiest of the year. We have had Year 6 SATs and are still working our way through KS1 statutory assessments. Also, Year 11s have now had their first big exams. These are always major events in the summer terms but even more so in the context of the last two years of disruption. Thank you to everyone for all that you have done to ensure that these events have run smoothly and to minimise stress for our children and young people.

On top of all this, we have now had two Ofsted calls: at Northleaze and at Chew Valley. Victoria will be sharing some of her experience (and very challenging it was) with Primary Heads at the Leaders Meeting tomorrow and I know that Gareth will be glad to do the same amongst our secondary schools. Time spent in reconnaissance is never wasted!

Lastly, I am delighted to share the news that Churchill CE Primary School are seeking conditional consent from the Diocese and our Board of Trustees to join LSP. Many of us know Lorraine Woollven, who is Head there and will look forward to the professional pleasure of working with her and her staff and governors. We also have several additional live conversations about schools potentially joining LSP next year. I'll be saying a little bit about that at our General Meeting this evening. I'll hope to see many of you there.

As ever,  
Gary

## Annual General Meeting – 17th May 2022

A final reminder that the annual LSP General Meeting is being held this evening 6.00-7.30pm at Backwell School.

We will reflect on some of the successes and highlights over the past year as well as next steps and future developments planned for the trust. Our keynote speaker is Hannah Woodhouse, (DfE Regional Director). Click [here](#) to download the invitation and [here](#) to view the Annual Report ahead of the meeting.

## NEW - LSP Planner for 2022/23

We have changed the format of the LSP Annual Planner from Excel to a SharePoint List. The reason we have done this is that we believe this system will be easier to use, both in terms of helping colleagues to keep track of key actions and also, to ensure currency of information.

We understand that this system will be new for some of you, so in order to help you prepare, we have produced a 15min introductory recording which you can watch [here](#).

During the recording, you will be presented with information advising that for users with 'read-only' permissions, some of the functionality demonstrated will not be available (saving views).

We will send joining invitations to access the LSP Annual Planner out next week on an individual basis. Please continue to use the existing Excel planner until the end of the academic year.

## Information on City of Sanctuary for schools welcoming refugees

For schools currently welcoming refugees they may wish to look at the links below and explore whether becoming a 'School of sanctuary' might be for them.

Easton church of England (a primary in DBAT) followed the school of sanctuary root which is big in Bristol and found it very beneficial - Its a good process and very comprehensive - starts with an audit.

Here is a [link](#) to the resource page and a [link](#) to the comprehensive resource list.

## Outdoor education experiences at Belmont Estate

Belmont Estate offer free educational experiences for students of all ages, just outside of Bristol. Riverside meadows and woodland, smoky campfire sunbeams and friendly farm animals are a small part of what your students will encounter at their Rewilding Project, Watercress Farm. Experiences foster a sense of awe and wonder about nature and a life-long love of the natural world: learning from nature, within nature, for the benefit of nature - of which we are all a part!

Your students will gain new skills and knowledge, while getting muddy and having fun! They will spend time meeting the free-range farm animals, learning about sustainable land use and natural processes, practising bushcraft skills and be given the time and space to simply connect with nature, whatever their age.

Book now through their website or follow this [link](#).

## Appraisal Policies

Policies for both teachers & Headteachers and support staff are available to download [here](#).

## GDPR Training

The Trust subscribes to [iHasco](#) for GDPR training. Invitation links have previously been sent but may have been mistaken by recipients as a suspicious email, deleted or moved to junk folder (sender 'no-reply@idurio ...'). If you need to undertake this training, please check your deleted items/junk folder (search iHasco) or send your name, email address and school name to [fforrest@lsp.org.uk](mailto:fforrest@lsp.org.uk) and we will get registered on the system.

Additional training and awareness resources are available [here](#) which will support schools to action areas identified through recent GDPR audits.



## RPA Motor Vehicle Cover

In Autumn 2021, the Department for Education carried out a public consultation on the proposal to offer Motor Vehicle Cover to academy trusts and local authority-maintained schools through the Risk Protection Arrangement (RPA) as an alternative to commercial motor vehicle insurance. The departmental response has now been published and you can read it [here](#).

It will take some time for the RPA to provide Motor cover, as a change to legislation is required. However, as the next step the RPA is carrying out a survey of its members to gather data on their current motor insurance arrangements, claims history and composition of schools' fleets to build a better understanding of their requirements.

The [Motor Survey](#) should only take 10-20 minutes to complete and will be open until Friday 27 May. If you are not the person who deals with your schools Motor insurance, please forward to the appropriate person. Even if your school does not currently have any motor vehicles, the RPA would still appreciate your response to their survey.

If you have any questions about the consultation response, the Motor survey or about the Risk Protection Arrangement, please email [RPA.DfE@education.gov.uk](mailto:RPA.DfE@education.gov.uk) and one of their team will contact you.

## Queen's Platinum Jubilee

Further to last year's communication, as outlined below, we are able to provide some further clarification on how schools may wish to allocate a non-working day for staff who do not normally work on a Friday.

### [Previous communication in Bulletin](#)

Normally all employees would not be working on 3<sup>rd</sup> June (Queen's Platinum Jubilee). However, to fall in line with local authorities and as some staff will not be working on that day due to it being outside of term time, another date was selected (22<sup>nd</sup> July) as a non working day in place of the Queen's Platinum Jubilee (3<sup>rd</sup> June). Therefore, should AYR staff not wish to work 3<sup>rd</sup> June they will need to take it out of their annual leave.

### [Additional information](#)

For staff who normally work a Friday, they are able to take 22<sup>nd</sup> July as a non-working day in place of the Queen's Platinum Jubilee, as outlined above. This ensures that they are given a day off in lieu of the Queen's Platinum Jubilee, and are paid for that day.

For staff who do not normally work a Friday they will need to take another day (that they would usually work) as an additional non-working day. If a person usually works various hours on different days of the week, then the non-working day should be the average number of hours for a working day. School's can allow until 31<sup>st</sup> August 2023 for staff to take the additional non-working day in lieu of the Queen's Jubilee. This is recommended for both term-time only staff and staff who work all-year-round. Time off will need to be agreed by the Headteacher in advance of it being taken, and to ensure the school has a record of this. Other than any cover costs, this is a no cost option for schools.

We appreciate that it may be difficult to allow time off for some pupil facing members of staff, such as Teacher's. For those members of staff where taking an additional day could impact upon the educational provision, schools may wish to pay the member of staff for the additional day via a timesheet. Please note that any hours paid via timesheet for this purpose would not be included in school's budgets, and so it would be at additional cost to the school.



**THE QUEEN'S BATON RELAY  
IS COMING TO BATH!**

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**BATH CITY CENTRE**

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**TUESDAY 5TH JULY 2022**



BIRMINGHAM 2022  
**QUEEN'S BATON  
RELAY**  
commonwealth  
games

**PLEASE JOIN US ON THE MORNING OF  
TUESDAY 5TH JULY TO CELEBRATE THE  
QUEEN'S BATON RELAY COMING THROUGH  
BATH.**

**WE WILL BE ABLE TO SEND OVER MORE  
DETAILS ON TIMINGS, AND THE BEST  
PLACES TO STAND IN DUE COURSE.**

**COME AND JOIN US TO CELEBRATE  
THIS WONDERFUL OCCASION!**



BIRMINGHAM 2022  
**QUEEN'S BATON  
RELAY**  
commonwealth  
games

## Payroll cost centre mapping

Please let us know if there were any problems with the cost centre mapping for payroll in April. We can then look to resolve this for future months.

Please contact [Finance@LSP.org.uk](mailto:Finance@LSP.org.uk) with any issues.

## FOCUS ON GOVERNANCE

### Governor Training

NEW SESSION - Exclusions and how to avoid an IRP - 14<sup>th</sup> June 1.30-3.00pm  
For more details, please contact [fforrest@lsp.org.uk](mailto:fforrest@lsp.org.uk)

### Developing your Trust's Environmental Policy - recording

Session led by Alex Green, Programme Manager of the Let's Go Zero campaign, and Jonathan Coyles, Consultant for Barker Associates, view the recording [here](#).

### Edurio: Improving Parental Engagement: Research and Practice

Key findings from the Edurio Parental Engagement Report with 16,000 participants can be found [here](#).

### Clerk Hours Framework Consultation - Outcomes

We would like to thank everybody for their responses to this consultation which ran from 4<sup>th</sup> March to 1<sup>st</sup> May. We received a total of 13 on-time responses.

A consultation outcome report and an updated 'hours' calculator are available here: - [Clerk Review Outcomes](#)

We have shared the detailed background analysis (hours against job description) with Clerking colleagues separately. If you would also like to see a copy of this, please contact [fforrest@lsp.org.uk](mailto:fforrest@lsp.org.uk)