



*In this week's edition...*

<b>ANNOUNCEMENTS, INFO &amp; UPDATES</b>	<b>AUDIENCE</b>	<b>TASK</b>
Introduction	All	Info
Portishead Anti-Bullying Ambassadors win Prestigious Somerset Youth Award	All	Info
Cost of living pay advance	Heads and SBMs	Action
A reporting reminder for primary schools in receipt of the PE and sport premium	Heads and SBMs	Info
Policy Update	Heads and Chairs of Governors	Action
LSP Committee Terms of Reference	Heads and Chairs of Governors	Info
Board of Trustees Summary	All	Info
Schools Inspection Handbook for September 2022	Heads	Info
New school behaviour and exclusions guidance published	Heads	Info
Pupil Surveys	Heads	Action
HSE inspectors to assess the management of asbestos in schools	SBMs	Info
SIMS New Starter Training Course	SBMs	Action
E4 Education Finance Updates & Webinars	SBMs	Action
Young Film Makers Competition	All	Info
<b>FINANCE UPDATES</b>	<b>AUDIENCE</b>	<b>TASK</b>
Universal Infant Free School Meals Funding	SBMs	Info
<b>FOCUS ON GOVERNANCE</b>	<b>AUDIENCE</b>	<b>TASK</b>
LGB RAG Summaries	Chairs of Governors & Clerks	Action



## Introduction

Dear everyone,

I'm conscious that we have come to the end of an incredibly demanding year. Sharp decision-making and nimble responses to the unexpected remain key skills for all of us and yet we have needed to make time for the long-term and strategic too. These have been heroic days to be in school leadership or governance. Thank you, everyone, for your part in this. We have done well!

We have a small number of heads and deputies leaving us this year. Tom Inman, Head of Gordano, is leaving after 14 years' service at the school and I am glad to say that he will be supporting our secondaries with a project in developing their co-curriculum next year. Rhodri Hopkins, Exec Deputy Head at Highdown Schools is moving to the Headship of Shield Road Primary School in South Gloucestershire. Janine Ashman, Acting Co-headteacher at St Peter's is joining us in the LSP Central Team as Deputy Director of Education. All have made exceptional contributions to our schools and Trust and all can consider themselves as some of the original architects of LSP. We wish them great success and happiness in the next stages of their careers.

You will see elsewhere in the bulletin that the Trustees have decided to act ahead of any pay awards by guaranteeing an uplift of 3% in staff pay. As I say in our letter to staff, we wish that it was more. We hope that staff will appreciate early payment of the award ahead of the confirmation by government and we will backdate any additional payment once the final offers are ratified.

Lastly, can I wish you a very enjoyable summer holiday. Switch off your emails and relax. You deserve it!

Gary

## Portishead Anti-Bullying Ambassadors win Prestigious Somerset Youth Award

On Tuesday evening, Portishead Primary anti-bullying ambassadors were presented with the Paul Heim Award at the Somerset Anne Frank You Awards in Weston-Super-Mare.

Headteacher Richard Riordan said, "The evening was an uplifting night of celebration. We were all incredibly proud to hear of the work children and young people are doing across the county to champion diversity, challenge discrimination, care for others and promote social inclusion.

"We are also delighted to share that former PPS pupil (now Gordano), Kingsley N, won the individual award for "Actively opposing discrimination, bullying and prejudice.

"Our pupils and their families had a night to remember and we thank our ambassadors and staff for their commitment to making our school a safer, kinder place!"

The school has also achieved the BIG Award for Excellence in Challenging Bullying for the third year running.

## Cost of living pay advance

We are aware it has been, and continues to be, a tough time for our staff with the increase of the cost of living in the UK. We have been looking at how we can support our staff during such difficult times and increase morale as a responsible employer.

As you will be aware the support staff pay award for April 2022 and the teachers' pay award for September 2022 have not yet been agreed. Our proposal is, that if the pay awards have not been agreed by September 2022, that we go ahead and pay both teachers and support staff an estimated pay award of 3% in September (with back pay to April 2022 for support staff). We will be looking to honour the national agreements. If the agreed pay awards are higher than the estimate that we have paid, we will pay the extra once we have been notified. If the agreed pay awards are lower, we would effectively over pay staff until their next increase in pay, when we would adjust accordingly. For clarity purposes we would not be looking to recoup any monies paid, should 3% be higher than the national agreements, but would wait until the following years' pay award when salary levels meets or exceeds the 3% increase that we have paid.

We have consulted with our unions through our Employee Liaison Committee and our Trustees are in full support of this proposal. We will issue a letter to all Headteachers this afternoon and kindly ask that you share it with you staff before the end of term.

## A reporting reminder for primary schools in receipt of the PE and sport premium

In October 2021, the DfE set out in the [PE and sport premium guidance](#) an intention to monitor compliance with the requirement to publish PE and sport premium reports online.

Following compliance checks on a randomised sample of schools, the DfE would like to remind all schools in receipt of the premium that your 2021/22 academic year reports must be published by Sunday 31 July 2022.

[The PE and sport premium guidance](#) details what must be included in your report. If you choose to, you can use the recommended reporting template produced by [Association for PE](#) and [Youth Sport Trust](#)

Checks for PE and sport premium reports for the 2021/22 academic year will start shortly after 31 July.

## Policy Update

The Board of Trustees have now approved the Safeguarding Policy. Please click [here](#) to download an editable word version.

Can schools please make this an action for September at their first LGB.

## LSP Committee Terms of Reference

LSP Committee Terms of Reference were approved by Board on 12<sup>th</sup> July and a copy is available on the LSP website [here](#).

## Board of Trustees Summary

At a meeting held in person at Gordano School on 12<sup>th</sup> July 2022, the Board undertook the following:-

- Received reports from the Director of Education & Inclusion Lead
- Received monthly management accounts
- Noted the Trust Risk Register/high risk items
- Noted updates from Finance and Audit Committees
- Ratified school budgets
- Approved the Committee Terms of Reference
- Approved a proposal to back pay support staff to April 2022
- Approved conditional consent applications for Churchill Academy & 6<sup>th</sup> Form
- Approved LGB co-opted governor appointments and noted LGB membership updates
- Appointed Adele Haysom as Chair and Paul Bailey as Vice-Chair of Trustees
- Appointed Trustees links: Tim Withers - Safeguarding Trustee, Paul Bailey - H&S Trustee and Brian Wibberley - SEND Trustee
- Agreed Board Committee membership
- Noted feedback from the Chair's Development Group
- Ratified Carbon Reduction Plan Submission
- Approved minutes of Board meeting 13/06/22

## Schools Inspection Handbook for September 2022

Ofsted has just published the Schools Inspection Handbook for September 2022. This can be found [here](#).

This is now the single handbook for both Section 5 (graded inspections) and Section 8 (ungraded inspections) inspections. The main changes are:

- Section 5 inspections are being renamed 'graded' inspections.
- Section 8 inspections are being renamed 'ungraded' inspections.
- The handbooks for graded and ungraded inspections are being merged into a single [handbook](#).
- The new handbook has been re-ordered so that it better follows and reflects the flow of an inspection from start to finish.
- The paragraphs regarding temporary COVID-19 measures have now been incorporated into the main sections of each of the handbooks, to make it clear that inspectors will continue to take account of issues that providers may be facing.
- The transitional arrangements have now been removed from the updated handbooks. In their place, a new grade descriptor has been added to the quality of education judgement, acknowledging that settings are no longer facing emergency measures and are taking longer-term approaches to return pupils and learners to the curriculum they always intended.
- FE & Skills inspections will include a new narrative sub-judgement on how well colleges are contributing to skills needs. You can see the relevant change to the EIF in this [updated](#) version.

Not the summer reading anyone particularly wants but important to be aware of this if you are due an inspection early next term!

Sharon

## New school behaviour and exclusions guidance published

A further update from the DFE

This week, we published:

- the updated [behaviour in schools](#) guidance
- updated [suspension and permanent exclusion](#) guidance
- updated [searching, screening and confiscation at school](#) guidance
- our [response to the public consultation on behaviour and exclusions](#).

The suspension and permanent exclusion guidance sets out legislative changes on which we consulted earlier this year. This places a duty on headteachers to inform, where relevant, social workers and virtual school heads if a child in their care has been excluded and to notify local authorities of all suspensions immediately. These legislative changes will come into force in September 2022.

## Pupil Surveys

A reminder that Year 6 Pupil Surveys and Year 11/13 Pupil survey results are due to be collated by 30 September 2022. You will have already received a Microsoft Forms link from Clare Giordmaine. Please can we request that you use this link and not to create your own survey so we can ensure we have a standard approach in presenting school data to the Board of Trustees.



## HSE inspectors to assess the management of asbestos in schools

HSE will be carrying out a programme of inspections to primary and secondary schools in England, Scotland and Wales from September 2022 onwards.

The inspections will be assessing how schools are managing the risks from asbestos within the school estate and meeting the 'duty to manage' (DTM) requirements under Regulation 4 of the [Control of Asbestos Regulations 2012](#) (CAR).

The regulations place duties on those with responsibility for the maintenance of work premises, including schools, to manage the risk from asbestos. For the majority of schools, this will be the employer.

### Who will be carrying out the inspections?

The visits will be carried out by HSE inspectors, who will contact the school before visiting to arrange a suitable date and time for the inspection.

They will need to speak to someone with knowledge of how asbestos is managed by the school and may also ask to see certain documentation in advance of the visit e.g. your asbestos register and management plan.

See our guidance on what to expect [when an inspector calls](#) for further information.

### What should schools do to prepare for these inspections?

In advance of the inspections, schools may wish to review their current arrangements and check that they are meeting their duties under CAR, which includes requirements to:

- take reasonable steps to find out if there are asbestos-containing materials (ACMs) in the school premises, and if so, the amount, where it is and what condition it is in
- presume materials contain asbestos unless there is strong evidence that they do not
- make, and keep up to date, a record of the location and condition of any ACMs - or materials which are presumed to contain asbestos
- assess the risk of anyone being exposed to fibres from the materials identified
- prepare an asbestos management plan (AMP) that sets out in detail how the risks from these materials will be managed
- take the necessary steps to put the plan into action
- periodically review and monitor the plan and the arrangements, and act on the findings, so the plan and arrangements remain relevant and up to date
- provide information on the location and condition of the materials to anyone who is liable to work on, or disturb them

The following asbestos related activities are contained within Every and are a good way of demonstrating some of the processes we have in place:

SITE - Asbestos monthly inspection

SITE - Asbestos Management plan

SITE - Asbestos Training

CONTRACTOR - Asbestos Re-inspection

Appendix 3 of the Health & Safety policy contains a statement and also outlines responsibilities regarding Asbestos that you should be familiar with. In addition there is a template for both an asbestos register and asbestos management plan which schools can use. The asbestos management plan includes what/how we communicate with staff/contractors as well as some of the items above.

Hub Estates leads will include Asbestos on the agenda for their first meeting in the Autumn but if you have any questions in the meantime please do not hesitate to contact them.

## SIMS New Starter Training Course

We are organising a remote SIMS New Starter Course to take place on one of the Inset Days over the next academic year. The course will cover:

- Assessments
- Reporting
- In year admissions
- CTF's/ATF's

Can you please let Clare Giordmaine know if you have any staff members that would like to attend and which date works best - Thursday 1 September, Friday 2 September or Monday 31 October.

## E4 Education Finance Updates & Webinars

The prices for E4 Education part of Juniper will be increasing by 5% with effect from September 2022. We have been informed that the increase is necessary given the cost of living and inflationary rise currently affecting the affordability of goods and services. There will also be a change in contact and bank details as detailed [here](#).

### Webinars

E4 Education are running a series of Webinars in July and September, including:

- Admin Tasks - If you are an Admin for your school CMS this section contains all the information you should need.
- Create & Edit - Creating and Editing Pages, Archiving and Publishing and other page related content.
- Everyday Engagement - Creating News, Events, Galleries and Albums will help you to engage with your community on a regular basis.

Please click [here](#) to book.

### Online Resources

They also have a range of online resources available to support your learning journey and to help you achieve long term success with using the platform.

- Admin Tasks - [Access Resources](#)
- Create & Edit - [Access Resources](#)
- Everyday Engagement - [Access Resources](#)

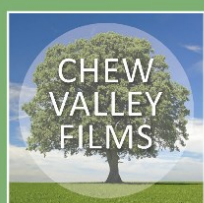
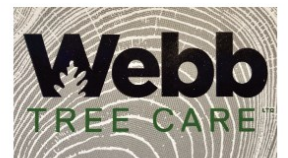
# Young Film Makers Competition



**GREAT PRIZES! • VARIOUS CATEGORIES  
FREE TO ENTER • U16s**

Shortlisted entries will be broadcast by Chew Valley  
Films with details in Mendip Times

Sponsored by:



Further details from Peter Brownlee  
Email: [chewvalleyfilms@gmail.com](mailto:chewvalleyfilms@gmail.com) • 07816 030906  
YouTube: Chew Valley Films • Instagram: @chew\_valley\_films  
Facebook: @chew\_valley\_films





## Universal Infant Free School Meals Funding

The final UIFSM allocations for 2021-22 have now been published, including the increase in funding from £2.34 to £2.41 per meal with effect from April 22. The total final funding for 2021-22 can be found in column G of the spreadsheet added to [Foldr](#).

The central team will make adjustments to the monthly accruals and prepayments as appropriate.

The spreadsheet also gives the provisional allocation for September 2022 to March 2023 (Column H) which we will treat as deferred income at year end and monthly thereafter until the final allocations this time next year.

## FOCUS ON GOVERNANCE

### LGB RAG Summaries

Please can all LGBs ensure they add a short RAG summary at the end of their minutes.

Examples below (we only need the briefest update) - you do not have to fill in all areas or include assessments from your committees.

Risks	Concerns/Questions	Positive News/Feedback
Energy Price increase	Still in need of a clerk	KB excellent work with SEND and the feedback from the external review

Risks	Concerns/Questions	Positive News/Feedback
.	Limited funding for Catch-Up tutoring. Impact of uncertain Covid situation on students, especially Year 13.	Positive Challenge Partner and School Improvement Partner reports. Very engaged Student Council and Head Student. Improved in-year financial position.