

News Bulletin



LIGHTHOUSE
SCHOOLS PARTNERSHIP

Issue 06: 11 October 2022



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Policy consultations

Heads – Attendance Policy

A new model attendance policy has been developed for you to amend and adopt. You can download the policy and procedural appendices [here](#).

We are today launching a number of policy consultations, as detailed below:

A [consultation summary](#) is available and all of the proposed policies are available [here](#). The consultation period will run from 11th October to 4th November. Where possible, the proposed changes have been tracked for your information.

We had also planned to consult on some other policies, but these have now been rescheduled. Details are in the [consultation summary](#).

We would like to encourage Headteachers and School Business Managers to participate in this consultation. We would also like Chairs of Local Governing Bodies to ensure that the consultation is reported to their LGB and any response from the LGB is noted in their minutes. Chairs may wish to identify a member(s) of the LGB to lead on making a response to share the workload and benefit from governor skills. The Headteacher and Chair of the LGB may also want to consider sharing the consultation with other stakeholders.

Please submit your comments on the consultation to Diane Logan at dlogan@lsp.org.uk. If you would like to submit changes to any of the policies, please highlight your changes or make them using tracked changes and also send them to Diane.

Applying for additional SCA funding

Given the condition issues across our school estate, only significant condition issues will be addressed through the 5-year SCA programme. Whilst it is really important that we continue to prioritise these significant condition issues, there are likely to be other projects that could have a huge impact on the outcomes or wellbeing of our children and young people, or staff, that are not likely to be identified for funding for a considerable number of years. Each year we now set aside a small proportion of our SCA funding for these more developmental projects. The amount of funding for this purpose will be determined annually and will depend on the funding available and the cost of addressing the most serious condition issues in our school estate.

The funding available for 2022-23 is £50,000. SCA funding can only be used to address building condition, building compliance, energy efficiency or health and safety issues and therefore any additional projects must also meet these criteria.

Rather than create a bureaucratic process that requires significant work for both schools and the Central Team, we would like to utilise Estates Development Plans that you may already have in place, or can develop between now and the application point. Schools will be able to apply for this funding for projects between £2.5k and £30k in a Primary School and £15k to £50k in a Secondary School.

We will need to know the following information:

- Description of the project
- Estimated cost
- Impact on outcomes or wellbeing and for what group e.g. pupils, staff, community
- Proposed timescales
- Whether any other funding sources are available and what they are

If all of this information is already available in your Estates Development Plan, then you will only need to provide this plan to apply for funding and a breakdown of the planned use of your devolved capital. If the information above is not in your Estates Development Plan, then it will need to be provided in addition. Estates Development Plans need to have been approved by your local governing body (LGB) before they can be used to support this application.

A [proforma](#) that you could use as an Estates Development Plan is available if you do not already have one and a [proforma](#) to demonstrate the planned use of your devolved capital is also available. Applications for this funding need to be submitted by 21st April 2023.

LSP Assessment Network minutes and presentation

Click [here](#) to view the minutes from the LSP Assessment Network held on 3 October and click [here](#) for the presentation.

2022 National data for Phonics and KS1

The DfE published national data for Phonics and KS1 on October 6th. The national averages are as follows:

National Year 1 Phonics 75%
National KS1 Reading TA 67%
National KS1 Writing TA 58%
National KS1 Maths TA 68%

It is important that HTs review where their school's results sit against these measures. For further and more detailed information please see: <https://explore-education-statistics.service.gov.uk/find-statistics/key-stage-1-and-phonics-screening-check-attainment/2021-22>

Visit UK Parliament in 2023

Students (secondary and sixth form) have the opportunity for an unforgettable learning experience at UK Parliament's award-winning Education Centre, located in the heart of the Palace of Westminster. Choose from a selection of themed workshops to best meet your group's academic requirements and see history being made first-hand with a tour of the Houses of Parliament.

Depending on your eligibility, you could be entitled to a [Travel subsidy](#). Click [here](#) for more info.

Free teaching resources for Black History Month

October 1st marks the beginning of Black History Month. UK Parliament has a wide range of free curricula-linked teaching resources to help your class explore Black History, heritage and culture.

Click [here](#) for more info.



CPD UPDATES

CPD opportunity at the Palace of Westminster - applications closing soon

Teachers Institute is a 3-day (23-25 January 2023) immersive training opportunity at UK Parliament, preparing teachers to become UK Parliament Teacher Ambassadors and accredited partners of the UK Parliament Education and Engagement Team. Since its launch in 2006, the programme has trained more than 1200 UK teachers, who now play an active role engaging young people and wider communities in the work of UK Parliament.

Click [here](#) to apply - Apply before 16 October.

Overseas check - reduction from 10 years to 5 years

Currently, the overseas check that schools within the Trust carry out upon the recruitment of new staff, includes checking if the new staff member has lived or worked overseas for more than 3 months in the last 10 years. The Trust has reviewed the 10 year period and decided to reduce this to 5 years. This change is effective with immediate effect. Recruitment documentation is being updated and will be shared with schools before the end of October.

Payslips only available via Employee Self Service

From October 2022 onwards, payslips will **only** be available via Employee Self Service (ESS). This means that Neo People will no longer email payslips to staff members. We strongly recommend that the earlier guidance given to School Business Managers (SBMs) on how to access ESS is re-sent to all staff members, including those that work on a casual basis, ahead of the October half term. The Central HR team have arranged for posters on how to access ESS which will be sent to schools later this week. We would recommend that the posters are displayed on notice boards in staff rooms where possible. Please ask staff members to check access over the next couple of weeks, ahead of October pay day. If staff members have issues accessing ESS, can SBMs check their access ahead of informing the Central HR team.

Harpur v Brazel update - holiday pay affecting TTO and casual staff

Further to the previous communication in bulletin, we wanted to provide an update on the audit that is taking place for term time only staff members.

From our audits for TTO staff who work regular hours, we understand that this group of staff is compliant with the outcome from the Harpur v Brazel case for holiday entitlement and holiday pay.

Casual staff members (who work irregular hours via timesheets) require more complex calculations to be made, and we are awaiting further guidance on this. We expect that this will not be resolved quickly. Once we have an agreed way forward, we will communicate to schools, staff and unions.

Schools should continue to pay holiday pay in the normal way unless communicated otherwise.

Pay Award

We are expecting to hear soon from unions in relation to the consultations on pay awards for both support and teaching staff members. The expected timings for the end of the national pay consultations are the end of October. The STPCD is due to come into force in early November.

Once confirmed, the pay awards will be backdated to 1st September 2022 for teaching and leadership, and 1st April 2022 for support staff.

Risk Registers & H&S Minutes - Schools & LGBs

Please ensure that you return your risk registers and H&S Minutes (if you have a separate committee) to enquiries@lsp.org.uk by 14th October 2022. Many thanks.

Admissions - Heads

Please let us know if you wish to make any changes to your admissions arrangements for 2024-25 by the end of **Term 1 - Friday 21st October**. This will provide us with sufficient time to set up consultations, if required, during Term 2. If we do not hear from you, we will assume that you do not wish to make any changes.

LSP Governor & Trustee Safeguarding Training Requirements – 2022-23

Please see below the LSP Governor and Trustee training requirements in relation to [Keeping Children Safe in Education 2022](#))

INDUCTION - MANDATORY (from 1 st September 2022)	ANNUAL REFRESHER - MANDATORY	INDUCTION - PREVENT LSP ESSENTIAL	
<p>All Governors & Trustees</p> <p>(Please undertake ONE of the options provided and ensure you pass copies of completion certificates to your Clerk & SBM)</p>	<p>All new Governors must complete <i>appropriate</i> Safeguarding Training. LSP request that this must be Basic Awareness/Level 1 as a minimum. This can be done by:-</p> <ul style="list-style-type: none"> Completing online iHasco module 60mins - Cost covered through LSP subscription. Please contact enquires@lsp.org.uk for details. Completing NGA module* 'Safeguarding: The Governors Role' 90mins - cost covered through existing NGA subscription. Please contact your Clerk for details. Completing online NSPCC 'Child Protection in Schools' 3hrs - Cost £30pp. Discounts may be available for group bookings. Please liaise with your school regarding payment. Attending LA face-to face/virtual live training to be booked by school/Clerk. ½ day - Cost - £30pp. Sessions run throughout the academic year - limited availability book early). <p>We also ask that all Governors/ Trustees read KCSIE in its entirety as part of Induction.</p>	<p>KCSIE indicates that Governor training is <i>regularly</i> updated. In line with the LSP approach for staff, this must be undertaken annually for Governors and Trustees. This can be done by:-</p> <ul style="list-style-type: none"> DSL presentation to LGB/Board meetings in Sept/October (to be clearly minuted). If Governors are absent or would prefer to complete refresh training online, please use one of the the following options:- Attending LA ½ day face-to-face/ virtual live training to be booked by your school/Clerk - see induction column for details. Completion of NGA module* 'Safeguarding: The Governors Role' 90mins - cost covered through existing NGA subscription. Please contact your Clerk for details. NGA refresher offer to be reviewed for 23/24 as further modules are released. 	<p>Complete online Gov.UK Prevent duty training</p> <p>If you have already completed this course, this is still valid (Link above to new BETA version but content remains the same).</p>
<p>Safeguarding Link Governor/ Trustee</p> <p>(Please undertake ONE of the options provided)</p>	<p>As per above but must include completion of NGA module 'Safeguarding: The Governor's Role' <i>in addition to the Basic Awareness/Level 1 training</i>. If you are currently a link Governor/ Trustee, we ask that you complete this additional training (90mins).</p>	<p>As above</p>	<p>As above</p>

*NGA Learning Link - There are some issues with Apple mobile devices (Safari) and Learning Link functionality - this has been reported to NGA. We therefore recommend training using Learning Link is undertaken using PC/Laptop.

Trust Board Summary - October 2022

At a meeting held via Microsoft Teams on 5th October 2022, the Board undertook the following actions:-

- Received strategic update reports from the CEO and CFOO.
- Noted GCSE and A Level Outcomes.
- Noted Staff & Pupil Survey responses.
- Received strategic update report from the CFOO including noting of monthly management accounts.
- Agreed recommendations regarding Governance Safeguarding Training.
- Agreed draft wording for Annual Report & Accounts
- Noted the Trustee Register of Interests, Gifts & Hospitality
- Agreed Board Committee membership for 2022/23
- Noted appointment of a new Trustee (Marie Horton) by LSP Members.
- Agreed an agenda for Trustee Strategy Day.
- Approved minutes of the previous Board meeting.

Governance Self Review - Action for LGBs/Governors

Please can we ask that all LGB Governors find 10 minutes to complete their online self-review questionnaires by Friday 11th November 2022. If you have not received a link, please contact fforrest@lsp.org.uk.

We are collecting the feedback centrally as one dataset, in order to make more informed, data-driven decisions, as well as providing valuable insight into governance across the whole of LSP in areas such as LGB structure; understanding of core functions, obligations in respect of compliance/regulation and the impact of local governance.

