



In this week's edition...

| ANNOUNCEMENTS, INFO & UPDATES | AUDIENCE | TASK |
|---|--------------|--------|
| Introduction | All | Info |
| Additional SCA funding applications | Heads & SBMs | Action |
| For Schools in B&NES - Method of calculation for High Needs Targeted Support (HNTS) for FY2023-2024 | Heads & SBMs | Info |
| The Trust Policy for SEND is due for a review | Heads | Action |
| Lead Teacher for SEND | Heads | Info |
| SEND Lead Teacher Post within the Central Team | Heads | Info |
| DfE: Mental Health Related Absences Best Practice Webinar | Heads | Info |
| KS1 and 2 Moderation Update | Heads | Action |
| Diocese of Bath and Wells King's Coronation Resource Links | Heads | Info |
| HR UPDATES | AUDIENCE | TASK |
| Kings Charles III Coronation | SBMs | Info |



Introduction

Appointments season continues... Richard Riordan will be moving from Portishead Primary to Golden Valley in September. Congratulations to Richard. I know that he will do a terrific job in settling Golden Valley into our Trust and in building on Kevin Lynch's work there. Lucy Sargent will be Acting Head at Portishead Primary next year and I welcome her to our Headteacher community and look forward to her contributions.

I am also able to confirm that Neil Lankester will be joining us in September as Director of School Improvement. Neil is currently Headteacher at Charlton Wood Primary in Bristol and Director of Education, Learning and Development with the Endeavour Academy Trust. He inspects with Ofsted and has a broad experience of school improvement. We look forward to the challenge and creativity that he will bring.

We are shortlisting for Flax Bourton this week. This prompts me to recognise the work that so many of us, especially Heads and Chairs of Governors, are doing in making senior appointments. These processes are never easy and often feel like very heavy decisions. We agonise about getting it right. I have been very impressed by the professionalism and forensic attention that colleagues have given to this work in recent weeks. It is never about appointing the best person but about finding the right person for the organisation's needs at a particular time. Thank you.

Lastly, we have two incoming strikes. I know that there has been very close collaboration between our secondary schools to respond to changing circumstances. I also hope that you continue to feel protected and supported by our consistent approach.

As ever,

Gary



Additional SCA funding applications

Thank you to all of you who submitted an application for additional SCA funding. We received applications from 13 schools. The bids are currently being reviewed and the outcome will be issued following the Trustees meeting on 2nd May.

For Schools in B&NES - Method of calculation for High Needs Targeted Support (HNTS) for FY2023-2024

High Needs Targeted Support (HNTS) allocation is a financial year allocation and is allocated by the LA to support mainstream schools that may have a greater than average number of pupils on roll receiving a high needs top up in respect of a pupil's individual EHCP or emergency fund, and from 1st April 2019 this includes pupils who receive a top up for a Health Care Plan. An annual financial year budget of £546,000 is retained by the LA to be held centrally in the high needs block to allocate to mainstream schools in addition to the formula/GAG funding.

The methodology for FY2023-24 will be as follows and this information includes estimates of funding per pupil to support the schools budget planning process:

- The LA will use the top up funding marker data from the January 2023 census for NCY Reception to Year 11 to create a ratio of the expected average number of pupils on roll who receive top up funding on census day, above a threshold per school (excluding pupils in receipt of early years transition funding and those in a special unit or resource base). The average created for FY2023-24 using January 2023 census data is 1 in 31 primary pupils and 1 in 34 secondary pupils. I attach a copy of the school averages created that will be used in your schools HNTS funding calculations for FY2023-24.
- The overall funding available to allocate to all schools for FY2023-24 is £546,000 and will be split into 3 terms, 5/12ths (1.4.23 to 31.8.23) for the first allocation, 4/12ths (1.9.23 to 31.12.23) for the second allocation and 3/12ths (1.1.24 to 31.3.24) for the third allocation. The amount of funding will be fixed for each term and funding to schools will be scaled back to avoid an overspend. The Council have worked on a forecast using the January 2023 census data that schools can use as an estimate of the annual amount that may be allocated for each pupil above the average during FY2023-24. This estimate is around £3,200 pa per pupil above the average, however as there may be an increase in the number of pupils with an EHCP they suggest it may be prudent to use £3,000 pa per pupil above the average for your budget planning.
- The first allocation for the period 1.4.23 to 31.8.23 will be based on the actual May 2023 census top up funding marker data (adjusted for exclusions above) compared to the expected average created for your school using the January 2023 data and a scaled back amount of funding will be allocated for each pupil above the expected average - they estimate the scaled back allocation to be $\text{£3,000/12mths} \times 5 \text{ months} = \text{£1,250 per pupil}$
- The second allocation for the period 1.9.23 to 31.12.23 will be based on the actual October 2023 census top up funding marker data (adjusted for exclusions) compared to the expected average created for your school using the January 2023 data and a scaled back amount of funding will be allocated for each pupil above the expected average - they estimate the scaled back allocation to be $\text{£3,000/12mths} \times 4 \text{ months} = \text{£1,000 per pupil}$

ANNOUNCEMENTS & UPDATES

- The third allocation for the period 1.1.24 to 31.3.24 will be based on the actual January 2024 census top up funding marker data (adjusted for exclusions) compared to the expected average created for your school using the January 2023 data and a scaled back amount of funding will be allocated for each pupil above the expected average - they estimate the scaled back allocation to be £3,000/12mths x 3 months = £750 per pupil

As this funding will be scaled back to the funding available, it is impossible to indicate exactly how much funding schools will receive per pupil, above the average created for your school during FY2023-24 and please understand that £3,000 per pupil pa is their conservative estimate.

HNTS is intended to support schools that have more than the average expected number of pupils on roll who are in receipt of top up funding. This funding supports the general notional SEN budget in the school and is not intended to fund a pupil's individual additional need. If the school does not qualify for HNTS they should continue to support the pupil's additional needs up to the first £6,000 from the LA budget and above the first £6,000 from the top up funding provided for the individual pupil.

The Trust Policy for SEND is due for a review

I have adapted it to align with the work on Universal provision and the Trust SEND register alignment. There will be some more work on this in our next Head's meeting. The final version of this policy will be going to Trustees during Term 6 and so I'd be grateful for your feedback. This can be given via the Microsoft form below. The form closes on Weds 10th May @midday.

<https://forms.office.com/e/wthijShiyx>

Debbie Coker



Lead Teacher for SEND

As many of you will know, we have been fortunate to have had the services of Andy Baker to advise and support our primary schools with their SEND needs. Sadly, Andy has taken the decision to leave LSP at the end of the academic year to focus more time on his therapeutic work with children and families independently. Whilst we still have some Andy time left (thankfully!), I know you will join me in thanking him for his service to our schools over the last 11 years!

We are advertising for a replacement Lead Teacher for SEND (please see below) and will send out a new offer of the new traded service to primary schools once we have it. The costs will remain the same and schools who have signed up to Andy's time already will obviously still have their slots should they still wish to continue. More information to follow shortly.

SEND Lead Teacher Post within the Central Team

We are looking for a full time SEND Lead Teacher to support the Trust with its commitment to ***A deep partnership between our schools in which our children and young people flourish*** through the delivery of the LSP SEND strategy from September 2023.

There are two aspects to the role:

1. Traded service for schools (approx. 2 days per week) provision of advice and recommendations to support SEND pupils as per school instruction.
2. Working in partnership with the Director of Inclusion to deliver the Trust SEND Strategy. Initially this will be through supporting schools to implement the Learning Partner project and also to support the development of the 6 principles of Nurture across Trust schools with Nurture UK. (approx. 3 days per week)

Practicalities

Permanent Post line managed by the Trust Lead for Inclusion

(nb this could be a secondment)

5 days per week (2 days traded and 3 days Trust centrally funded)

This post will involve travel to trust schools and some office-based time in the LSP central office.

Pay spine: L4-8

Qualifications/ experience:

- QTS
- SENDCO qualification with evidence of further CPD / Development in this area.
- Recent evidence and experience of school improvement linked to SEND. *(across one or more schools)*
- Recent experience of mentoring / coaching SEND leaders.

If interested, please submit a letter of interest outlining how your passion and experience makes you suitable for this post. Contact Debbie Coker on dcoker@lsp.org.uk if you want to know any further information.

(Click [here](#) to see the job description and job spec).

Deadline for letters: 12pm Friday 5th May 23.

Date of interviews tbc.

DfE: Mental Health Related Absences Best Practice Webinar

The DfE will be hosting a webinar on Wednesday 10 May at 16:00 to 17:15 to support the publication of the [Summary of Responsibilities Where a Mental Health Issue is Affecting Attendance Guidance](#). To register your interest, please complete the short form [here](#).

KS1 and 2 Moderation Update

Please find below information from the Bristol Moderating Team about KS1 and 2 moderation (shared at Assessment Network on 24/4/23). Please read carefully and share with your Assessment Lead if they didn't attend the assessment network, as this details how/ when you will be informed if you have been chosen for moderation and how you will be allocated your moderation date.

The final paragraph covers submission of KS2 assessment data onto PAG. I am just waiting for confirmation from North Somerset and BANES to see how/ if they want KS2 TA submitted to them.

Moderation and Monitoring at KS1 and KS2 - an update for schools that use Bristol LA

Please note that there will be a change to the process this year. Schools will hear whether there are to receive a KS1 or KS2 moderation visit on **Friday 12th May**.

- As usual, this will be communicated via an emailed letter sent by TwS and as usual all schools who use Bristol will receive a letter informing them either that they will receive a visit or that they will not.
- This will then be followed up with an emailed letter sent on **Monday 15th May**, for schools who **will be** receiving a visit, informing them of the proposed date of their moderation visit.
- With the School Partnerships Team current reduced capacity, we are working with the expectation that schools will make every effort to accept the visit time/date that is allocated and are exceedingly grateful in advance for your support with this. It will only be possible to move a visit time/date under exceptional circumstances. Please could you email TwS **by return** to inform them of any such circumstances. A new date will then be issued.
- Once visit dates have been confirmed, you will receive **an email** informing you of the names of your moderators and whether or not the visit will be quality assured (quality assuring the moderation process and not the school).

Once again, we would like to thank you in advance for supporting us. As I am sure you are all aware, phoning every school and arranging and re-arranging visits is incredibly time consuming and this year, due to resource and time pressures, we do not have the capacity to do this. Obviously, we will review the efficacy of this new approach and would welcome your feedback and perspective.

KS2 TA data submission - for schools that use Bristol LA

Please can schools submit their KS2 TA data directly onto the Primary Assessment Gateway (PAG). The deadline for doing this is **Friday 30th June**. For the most up to date guidance regarding KS2 teacher assessment, see: [Key stage 2 teacher assessment guidance 2023 - GOV.UK \(www.gov.uk\)](#)

Janine

Diocese of Bath and Wells King's Coronation Resource Links

Between now and the May/June break, we do have some long weekends to look forward to, including the additional Coronation bank holiday on May 8th. With the Coronation in mind, I am delighted to share with you a link to resources specifically for this, developed by the Church of England Education Office (CEEEO) and shared this morning by Nigel Genders:

- Coronation collective worship resources for schools, available on the Church of England website. Resource packs are available for download, designed for primary and secondary schools: <https://www.churchofengland.org/coronation/young-people-families>.
- In addition, there is additional information available from a recent DfE bulletin (27/3): <https://content.govdelivery.com/accounts/UKDFE/bulletins/35129ad>.

HR UPDATES

Kings Charles III Coronation

There is to be an additional bank holiday on Monday 8th May following King Charles III coronation on Saturday 6th May. All schools across the Trust will be closed on this day.

For staff who do not normally work a Monday, 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 31st December 2023 for staff to take the additional non-working day in lieu of the King's Coronation.

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 be an additional cost to the school.

