

# News Bulletin



LIGHTHOUSE  
SCHOOLS PARTNERSHIP

Issue 39: 18 July 2023



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## Introduction

The end of this term, and academic year, is rushing towards us at a swift pace! When the time comes to take a breath and take stock of what has been achieved this year we should feel very proud of what has been accomplished in often difficult or challenging circumstances. Thank you for all you have done to keep us moving forward whilst supporting staff and developing the children and young people in our schools.

The LSP Business Breakfast held last Friday (14 July) was incredibly well attended. Stephen Penfold, Head of Talent at Thatchers, talked about their highly successful apprenticeship programme. We were also joined by two former students (one from Gordano School and one from Backwell School) who chose to undertake degree apprenticeships after leaving our Sixth Form provision. The whole event was very inspiring with many local businesses offering further support and commitment to work with us. The morning really did highlight how the dedication and nurture we show to the children in our care helps them develop into successful future learners, trainees and employees.

Thank you as well to all the Headteachers and Governors who have attended the Primary Standards meetings with the School Improvement Team this week. These meetings were moved due to the later publication of KS2 results - not the most popular addition to the diary in the last week of term - your time has been very much appreciated.

The latest LSP Staff Newsletter, highlighting a selection of news and events from across the trust over the past few months, has also been published today (link below). Please do take a few moments to read through and share with your school community - it really does show many of the wonderful things that we are achieving.

As the length of this bulletin shows there are still a number of loose ends to tie up over the coming days including a number based around safeguarding (more details below).

On behalf of Gary Lewis, LSP Trustees and all of the Central Team, I want to take this opportunity to wish you all a fantastic summer break.

*Eleanor Capel-Davies, Head of Administration*

## Data Breach

We have identified that the way that we share links to files on Foldr in the bulletin enables the information to be publicly available on the internet. In most cases, such as sharing policies and guidance documents, this does not constitute a data breach. However, some templates that we shared in this way have resulted in a data breach as the templates have been populated.

We have reported this to the Information Commissioner's Office and are in the process of contacting and supporting the small number of individuals affected.

We now have to change the way that we provide links to information in the bulletin, ensuring that no further breaches can occur. When you click on the links that refer to documents stored in Foldr, you will be required to sign into your Foldr account. If you have any queries regarding your Foldr account or password resetting, please email Diane Logan at

[dlogan@lsp.org.uk](mailto:dlogan@lsp.org.uk).

The weekly news bulletin has also been moved to a more secure area of our website. You do not need any passwords/permissions to view it, however the links in previous emails from this year signposting you to the weekly bulletin will no longer work.

You can [click here to view all of the bulletins](#) we have sent out this year.

## Reminder: Bulletin Special Edition; Ready for September


Last week Headteachers were sent a [special edition of the bulletin](#) covering lots of information, documents and links for September.

We hope you have found this useful and we plan to run something similar again next year!

## Invitation to LSP Introduction Events in September for new staff

We will be welcoming many new members of staff across the LSP in September. As part of this induction process we would like to invite all new staff (support and teaching) to a LSP welcome event so we can share some key information with them about the Trust including employee support, benefits and discounts, HR systems etc.

We will be hosting four events (one in each hub) and have created an invitation letter and sign-up form for you to forward to your new staff members. Please can you ensure this is done as soon as possible; we appreciate it is the last week of term, so this invitation letter can be included with any other induction paperwork and communications you will be sending them before September. The RSVP deadline is 9.00am on Friday 8 September

 [Click here to download](#) a copy of the invitation letter you need to forward to your new employees.

If you have had any new staff join this term you are welcome to email Eleanor [ecapel-davies@lsp.org.uk](mailto:ecapel-davies@lsp.org.uk) their details so that they can also be invited to these events.

## Latest Edition of the LSP Newsletter

The latest edition of the LSP Newsletter has been published. Click [here](#) to view the latest news and events from across the Trust and please share with your school community (staff and governors).

Schools are welcome to submit news stories and pictures for future LSP Newsletters to Diane Logan [dlogan@lsp.org.uk](mailto:dlogan@lsp.org.uk) and you can stay up to date with Trust news on [Facebook](#), [Twitter](#) and the [LSP Website](#)

## Safeguarding Update - Autumn Term Review and Policy

In the autumn term the School Improvement Team will be undertaking safeguarding reviews. We are pleased to be able to provide this to every school in the Trust and it will, of course, be a supportive activity where we will work alongside your safeguarding team. It will give the reassurance of a full audit of your safeguarding provision and will support us at trust-level, to identify any further support or training schools or staff may need. It will also allow us to identify best practice to share across the Trust and further develop our Trust safeguarding plan.

Headteachers will receive an email over the next few days confirming more details and the date of your review - please keep an eye out for this.

The Trustees are meeting tomorrow (Wednesday 19 July) and will review and sign off the Safeguarding Policy, following the recent consultation, with effect from 1 September 2023. We will circulate a copy of this agreed policy to you all by the end of the week.

## Policy Consultation Reminder

A gentle reminder that the consultation on the Principal Accounting Policies, the Reserves Policy and the Investment Policy close today. If you haven't already responded to the consultation please do so. Trustees will be agreeing the policies, informed by your feedback at their meeting on Thursday 7th September.

## Health & Safety Competent Advisor

We are pleased to inform you that [Delegated Services](#) have been appointed as our Health and Safety Competent Advisors for the next three years.

More information will follow in the Autumn term regarding the strategy for the next stage of our Health and Safety journey together.

## Compliance Software and Staff Training

Our contract with Every is expiring at the end of this calendar year and from the end of October 2023 we will move to a new provider called iAM Compliant. This new system includes a number of important modules which you had to pay extra for on the Every system (Assets, Documents, Risk register, Forms, Energy usage) as well as a [comprehensive training suite](#) included as part of the membership price.

We will be populating and setting up iAM Compliant between now and October, which could have an impact on accessing certain training resources for staff, and it means any unspent Every training credits will be lost.

I have already contacted School Business Managers with the details of this switch, and how important training for staff can be accessed and scheduled during this cross over period.

If you have any questions about this, or would like a copy of the email I sent relating to this, please do not hesitate to get in touch with me.

*Beth Watts, Procurement and Contracts Officer*

## GDPR Training

Should any school wish to deliver additional GDPR training during either of the September inset days, I have attached some suggested materials you may select from. Dos and Dons of data protection, [click here](#) and One West Annual Training Briefing, [click here](#).

*Neill Bird, Compliance Officer*

## Chairs' Forum 2023-24

Thank you to those who have attended our Chairs' Development Groups this academic year. We will continue to hold these sessions in 2023-24 under the title of Chairs' Forum and the dates are as follows:

| Date                                 | Attendance details  |
|--------------------------------------|---|
| Tuesday 17 October 2023 from 6.30pm  | All Chairs invited to attend, in person   |
| Tuesday 23 January 2024 at 7.00pm    | Meeting online. Attendance required at one of these dates                         |
| Wednesday 24 January 2024 at 10.30am |   |
| Wednesday 20 March 2024 at 7.00pm    | Meeting online. Attendance required at one of these dates                         |
| Thursday 21 March 2024 at 10.30am    |   |
| Tuesday 11 June 2024 at 10.30am      | Currently meeting planned to be online. Attendance required at one of these dates |
| Thursday 13 June 2024 at 7.00pm      |   |

I will be emailing outlook calendar invitations out over the next few days for you to confirm your attendance. Where we are aware of a change in Chair from September we will ensure we send the invitations to the new chair for your Local Governing Body (LGB).

*Chris Hills, Governance Professional*

## Avon and Somerset Police Support in Schools Survey

The article below was published in the most recent edition of the North Somerset Children's Board newsletter. You may want to complete the survey to give feedback directly to our local police teams on support you have received/may like to receive from them:

*Avon and Somerset Police know how hard schools encourage our young people to be the best versions of themselves. This goes beyond 'traditional education' with increasing support around life skills to prepare for the world around us.*

*Our constabulary team can help. Currently there are dedicated school officers within Bristol who, for example, provide group discussions with young people on specific safety topics and enable a safe space for questions to be raised and worked through. Elsewhere, Neighbourhood Officers are also able to provide similar support.*

*We want to know how well this is working for you. It may be that you currently have regular support from officers in this way, it may be that you do not. Either way, your viewpoints really matter to us in shaping the service we provide.*

*Knowing that the end of term is coming up and this is a busy time, we do really appreciate you taking the time to complete this [survey](#). It should take about five minutes to complete.*

## Gas and Electricity Meter Upgrade Programme: Update

Following on from the previous information regarding meter upgrades, the Half Hour meters have now been adopted by Stark and we have recharged you for this service. Requests to access to the dashboard have been made and you should have received an email from Stark. If you haven't, or have any queries, you can contact [callen@stark.co.uk](mailto:callen@stark.co.uk) directly.

The Non Half Hourly meters are in the process of being adopted. This is taking longer than anticipated due to requesting the data from the current providers and supplier. Some meters will be adopted faster than others, and we'll keep you updated with this as we get the information.

The programme of gas meter upgrades is underway with inspections being carried out over the coming weeks.

Thank you for those who've forwarded queries so far relating this. Please keep sending them over if you have any.

*Stephanie Franklin, Sustainability Officer*

## Summer Switch Off

A reminder to plan your summer switch off, to ensure any remaining computers, heating/cooling, projectors or other devices are switched off where possible over the summer holiday period to reduce energy consumption. If you require any support with this, please contact your Estate Lead.



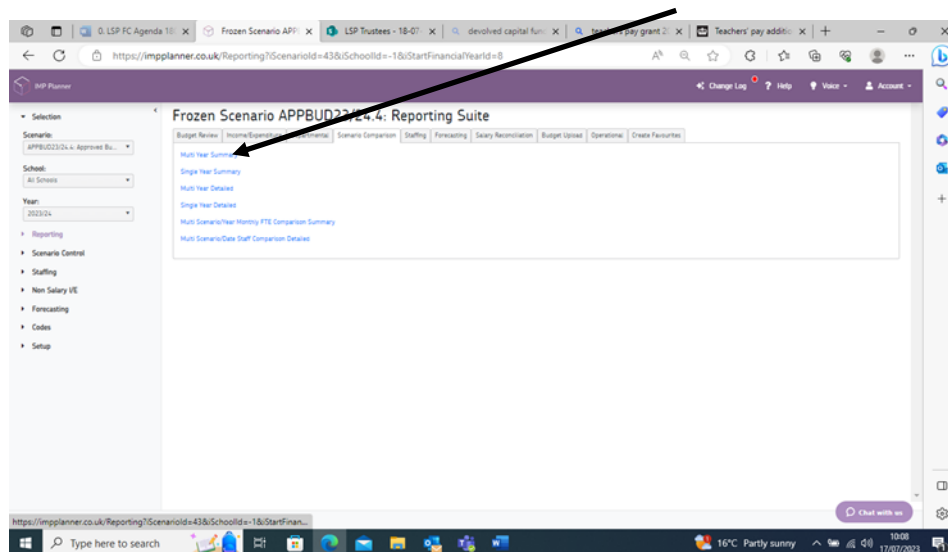
## Teachers' Pay Award and Teachers' Pay Additional Grant

You will be aware that the government has decided to accept the reported STRB recommendation of a 6.5% pay rise for teachers from September 2023 with a starting salary of teachers of £30k. All four unions currently in dispute over pay have said that they will recommend that their members accept the pay offer.

As part of the pay offer, the government has indicated that 3% will be met with additional funding, while schools will be expected to meet the rest of the rise (3.5%) through existing budgets. As part of our 2023/24 budget assumptions, all Trust schools included a 5% pay award for teachers with effect from September 2023 and 3% for subsequent years. Therefore, the additional funding should provide additional net income equivalent to approximately 1.5% of the cost of teachers' salaries for 2023/24.

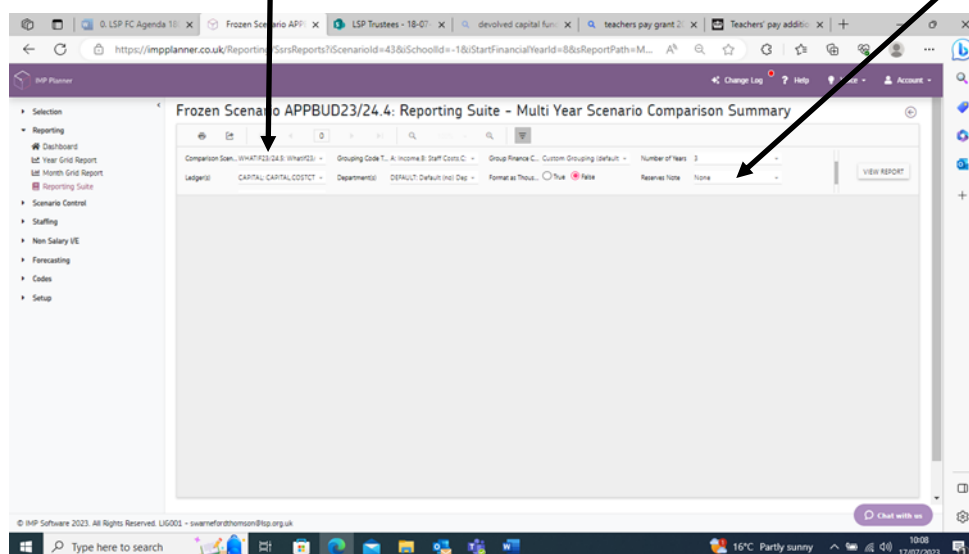
The government have provided details of the Teachers' pay additional grant (TPAG) to support schools with this pay award. This additional funding will be paid to academies from September 2023 to August 2025 after which the government aim to incorporate the grant into core budget allocations for 2025/26 as part of the schools national funding formula. Please note that the funding allocations that have been published are for mainstream schools for 5-16-year-old age range only. The allocations have been downloaded and pulled together into a spreadsheet available in [Foldr](#). We are waiting for details from the DfE on allocations of additional funding for eligible early years providers and those with 16 to 19 provision.

In order that schools can see the difference that this pay award and additional funding will make to their 2023/24 multi-year budgets, we have copied the approved budget on IMP (Approved Budget 23/24.4) and made the changes to teachers' pay and added the additional funding to a What if Scenario called WHATif23/24. Teachers' Pay Award. **THE APPROVED BUDGET IS FROZEN BUT WE ARE WAITING FOR IMP TO RESOLVE AN ISSUE BEFORE WE ARE ABLE TO FREEZE THE WHAT IF SCENARIO, SO PLEASE ENSURE YOU DO NOT MAKE ANY CHANGES TO IT.** You can run a Multi-Year Comparison Summary Report to see the differences easily. In order to do this, please select the Approved Budget 23/24.4 and 2023/24 in the left hand menu. Go to Reporting Suite, Scenario Comparison, Multi Year Summary.





Next select WHATIF23/24.5 Teachers' pay award as the Comparison Scenario and select 'none' for Reserve Note. Select View Report for your comparison.



We have also updated the teacher pay rates and added the TPAG funding in the Master scenario so that your working copy is up to date. If you have any questions or queries, please do not hesitate to contact the Finance Team.

Although the TPAG is due to be incorporated into core funding from 2025/26 we have continued to build it in as a separate grant at this stage. Once we get further information about how the funding will be reflected in the national funding formula, we will be able to update our budgets.

Whilst the TPAG is positive news, we estimate that the net position of the 6.5% award and the additional funding will improve our financial position by about £400k p.a., and this figure may improve a little when any grant funding for early years and post 16 is published. The savings required to set a balanced in year budget in the 2024-25 financial year have reduced as a result from £3.40m to £3.06m, so an improvement but not significant enough to change our course of action.

## Financial position for the three-year period from 2023-24

The budgets for the three-year period from 2023-24 will be presented to the Board of Trustees on Wednesday 19<sup>th</sup> July for ratification. This information has been updated to reflect the teachers' pay award as detailed above.

IMP has given us the ability to incorporate the effects of the pay award and the new grant quickly and easily. It has also given us some valuable KPIs and information about our income and expenditure that will be helpful as we begin to plan for a sustainable budget in 2024-25. We will circulate this information by email later in the week following the Trustees meeting.

We will arrange meetings for the Autumn to begin our work together to resolve the deficits projected for 2024-25.

## Devolved Capital Funding

As schools are aware, IMP estimated DFC based on pupil numbers. However, it has become apparent that the DfE use Spring census data to calculate DFC rather than Autumn census data. Therefore, all schools should update Spring Census pupil numbers for all Key Stages in IMP under 2023/24 in the Master Scenario to now obtain an accurate projection of DFC for the 2023/24 financial year. This data is also used by IMP to calculate PE & Sports Premium for primary schools.

## Core Services Charges for 2024/25 and 2025/26

Some schools had to make an adjustment to GAG on IMP for 2024/25 and 2025/26 to more accurately predict funding for the Minimum Per Pupil Funding Level. Unfortunately, these adjustments were not being taken into account for the estimate of the Core Services charges for future years. This has now been rectified on the Master Scenario. The differences in your Approved Budgets will not be material.





## Avon Pensions Information Presentations

Teachers' Pensions will be hosting several online member presentations across dates in September. The sessions will cover a wide range of useful topics such as: benefits of being a member of the Scheme, changes to the Scheme and contributions.

Dates

- Friday 1st September
- Monday 4th September
- Tuesday 5th September

An introduction to Teachers' Pensions for new starters will take place on Tuesday 12<sup>th</sup> September and planning for retirement on Thursday 14<sup>th</sup> September.

Click [here](#) for further information

## Avon Pensions | Financial Wellbeing - Preparing for Retirement

The Avon Pension Fund are working with Affinity Connect in 2023, to offer Pre-Retirement Online Courses. The courses are designed to help scheme members plan for a positive retirement.

Dates

- 28 July 2023
- 30 August 2023
- 07 September 2023
- 18 September 2023
- 11 October 2023
- 16 November 2023
- 23 November 2023
- 08 December 2023

It is important to note that the webinar will provide information only and will not include or constitute regulated financial advice.

Pensions members are advised to book early as spaces are limited.

Click [here](#) for further information.



## 1:1 LSA (SEND) Vacancy at Golden Valley School

Golden Valley Primary School have a vacancy for a 1:1 LSA (SEND). They are looking for a suitably qualified and experienced Learning Support Assistant to join the SEND support staff team to work in Year 6, to support a child who has an ADHD and dyslexia diagnosis. This is a part time post for 16.25 hours per week (Monday-Friday 12.15pm -3.30pm)

Full details of this and all other LSP Schools vacancies can be found [here](#).

## And finally.....

This is the last bulletin for this academic year!

You can [click here to view all of the bulletins](#) we have sent out this year.

From September we will be publishing the bulletin on a Wednesday mid-morning.

The first bulletin of 2023-24 will be published on Wednesday 6 September 2023.

