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LIGHTHOUSE
SCHOOLS PARTNERSHIP

Introduction

Dear Colleagues

Louise has written below about the Change Management processes that we are on the edge of in 13 schools. She has expressed better than I can our reluctance about this and our determination to take difficult and unwelcome decisions as well as we can. I continue to feel great anger that school funding is putting our Trust in this place but righteous indignation only gets you so far; we still need to address the deficits. Our battle with the DfE for better funding continues and Baroness Barran has given her commitment to being personally involved in our next meeting. At this stage we are really working to try to prevent further cuts in the coming year.

The context of financial pressure has nudged me to do something that we have previously talked about but not actioned. You will see that we are opening an internal window for existing Heads and experienced Deputies to apply for the Headship vacancies at Whiteoak Academies in Nailsea, Portishead Primary and Bishops Sutton and Stanton Drew Federation. My thinking is that we have a number of extremely able colleagues ready for a new challenge and if we do make several appointments internally it will free up other posts. Shaking the leadership tree might allow us to reset pay ranges and review structures in other locations.

Which brings me to a point of saying congratulations to both our Mr Cooks! Duncan is taking up a Director of Education role in a Trust in Gloucestershire and will be a brilliant asset to them. Dieter is looking forward to an early retirement. Both Heads have done wonderful work in their current posts and leave strong legacies. We will do proper 'thank yous' later in the year.

Gary Lewis



Change Management

Change Management proposals from schools for the 2024-25 financial year are due to be presented to the Trustees' Audit and Risk (A&R) Committee on **Thursday 25 January**. The process of consulting with unions and staff will then commence.

At the time of agreeing the budgets in July 2023, we identified that out of our 22 schools/groups of federated schools, 19 would need to make savings to set a balanced budget in 2024-25, with a need to make savings of over £3m.

Of these 19 schools/groups of federated schools, 13 will be issuing formal change management proposals following the A&R Committee later this week. The remaining 6 have made other changes which mean that they don't need to undertake a formal change management process. Some schools have been unable to make sufficient savings to set a balanced budget for 2024-25; these budget proposals have been compared to our minimum staffing levels and scrutinised by the Central Team's Senior Leadership Team. Where an in-year deficit is still projected for 2024-25 it is because either the schools staffing is at or below the minimum staffing levels, or that making the changes at this stage would negatively impact the school's improvement journey.

I would like to say thank you to the schools involved and the Central Team for all of your hard work to get us to this point. This work is time-consuming, complex and, despite being necessary on a financial basis, the changes are often ones that you would not choose to make. Thank you for your perseverance and diligence. For those schools progressing with a formal change management process, the consultation with staff will also be a difficult and complex process to manage. The Central Team are here to support you in this process so please do ask for any additional support that you need.

Unfortunately, our projections for the 2025-26 financial year see no reprieve in the financial pressures that we are facing. We are, therefore, likely to need to undertake a similar change management process ahead of that academic year.

Louise Malik, Chief Financial and Operating Officer



Reminder: Operational Review Consultation

A reminder that as part of the Organisation Review Consultation we have scheduled a number of face-to-face sessions which are taking place over the next few weeks.

Session	Stakeholders	Venue
Wednesday 24 January 6.00-7.15pm	Heads, Chairs and Governors	Backwell School
Friday 26 January 1.00-2.15pm*	Heads and SBMs	Cross Tree Centre in Wraxall (BS48 1LB)
Monday 29 January 4.30-5.45pm	Heads and SBMs	Churchill Academy & Sixth Form
Tuesday 6 February 6.00-7.15pm	Heads, Chairs and Governors	Gordano School

**please note this is a change from the date published last week.*

To sign up for one of these sessions [please click here](#) as soon as possible and by 9.00am on the date of the event you wish to attend at the latest.

Please also note that on the 'Supporting Documentation: Proposed Central Team Structure' document the HR Team should state 1x Director of HR, 2x HR Business Partners and 3x HR Administrators (not HR officers).

The deadline for comments/feedback on both consultations is 5.00pm on **Friday 9 February**.

Headteacher vacancies

As discussed at last week's Leaders Meeting, we plan an internal round of applications for these roles before going to external advert. The links to each post is below. Please feel free to contact [Gary Lewis](#) regarding any post, or [Neil Lankester](#) (for Portishead PS and Bishop Sutton/Stanton Drew) or [Janine Ashman](#) (for Whiteoak Academies) if you would like to arrange a visit or discuss the school context. The deadline for internal applicants is midday on **Wednesday 7 February**.

- [Click here for Portishead vacancy](#)
- [Click here for Whiteoak Academies vacancy](#)
- [Click here for Bishop Sutton & Stanton Drew vacancy](#)

As these vacancies are internal only, applicants will need to select the option confirming that they are a current employee of LSP. They will then need to use their current Employee Self Service (ESS) log in credentials.

SEND Funding consultation and next steps for LSP

Thank you to school leaders and SENDCOs for their input on the North Somerset funding changes sessions in recent meetings. Some really useful feedback was provided! As a result of that feedback, myself and Louise Malik will now be writing to North Somerset and the SSF group to request that the MSAF model is worked through in more detail in light of the way that the funding formula is organised, how it will work in practical terms and which SEND needs fall into bands D-F (linked to option 1a). As a trust we agree that enabling more funding to be used flexibly via the MSAF is the best idea in terms of delivering effective SEND provision but think the idea needs to be more thought through and possibly a slower process for implementation than the April deadline proposed. Louise Malik will also query this as part of the SSF group. We will of course keep you all updated as we know more.

At the Leaders meeting last week we also took feedback from schools about moving forward with implementing the evidenced-based Learning Partners model in all of the Primary Schools in the Trust over the next few years. The response to this was supportive and therefore we will be arranging to commence a Trust-wide training programme starting in the Summer term 2024. The training will focus on leaders in the first instance and then be extended to both teachers and support staff. More information will follow in due course.

We also received positive feedback on the LSP Managing SEND Funding process. Part of this process was for the trust to support schools in reviewing SEND provision ahead of the need to take further steps to request additional funding from the LA concerned to support the delivery of section F of the EHCP. This additional support from the LSP SEND team will form part of the SEND service offered from September 2024 as part of the new core services charge currently under consultation.

Debbie Coker

Director of Education (SEND and Inclusion)

Admission Arrangements for 2025-26

Confirmation that the public consultation deadline has now passed (Friday 19 January 2024) for the LSP Admission Arrangements for 2025-26. Trustees will consider the draft arrangements, and feedback received and will sign off the final documents at the end of February.

We will be in touch with schools at the start of March confirming the publication of the Admission Arrangements for 2025-26.

Message for parents: Current vacancies within the LSP

There are currently a number of vacancies within the Lighthouse Schools Partnership, that may be of interest to any parents/carers and those in the wider school community.

We would appreciate it if you could include the following paragraph in your newsletter/emails home to parents/carers this week:

LSP Vacancies - Part-time / Term-time job opportunities

There are a number of vacancies within the Lighthouse Schools Partnership (LSP) that may be of interest for those looking for a position within the local area. With 30 primary and secondary schools the LSP has a number of opportunities including those which are part time and/or term time only.

Roles include:

- Premises Assistant / Caretaker (TTO)
- Learning Support Assistant / Learning Partner (various roles)
- Central Team and CPD Administrator (TTO)
- SMSA (Lunchtime Supervisor) (P/T, TTO)

For more information, including how to apply, and to see the full list of job opportunities within the Lighthouse Schools Partnership, [visit our vacancies website](#).



Reminder: LSP Business Breakfast

Thursday 8 February - Gordano School - 7.30am—9.00am

This event is completely **FREE** and includes a complimentary buffet breakfast.

Guest Speaker: Mohammed Saddiq, Lord-Lieutenant of Somerset.

This is an excellent opportunity to network with local business leaders and meet some of our exceptional students.

Don't forget - Sign up by 9.00am on Friday 2 February 2024.

Data Breaches: Notifying the Data Protection Officer

A reminder that all data breaches, and near misses, should be reported to the Trust's Data protection Officer (iWest): i-west@bathnes.gov.uk and the LSP Central Team: dpo@lsp.org.uk within 72 hours of the breach being discovered [using this form](#).

Data breaches, which should be reported, include but are not limited to:

- Sending an email, containing personal or sensitive information, to an incorrect recipient
- Sharing data about others incorrectly (for example sharing a school report to the wrong family)
- Loss of folders or laptops containing personal data
- Unauthorised publication of personal data (including on noticeboards)
- Not disposing of data held about others within the required timescales.

Staff and Governors should be reporting any GDPR breaches they do make to the school's DPO contact so this can be passed on. Please remind staff of this at the earliest opportunity.

iWest will respond to each report of a breach with further guidance or steps to take as per our GDPR responsibilities.

iAM compliant does have a short GDPR module should staff wish to refresh their knowledge.

If you have any questions about this please email the [LSP Central Team](#).

STA SATS Paper Trials

The Standards and Testing Agency (STA) has commissioned the National Foundation for Educational Research (NFER) to undertake the trialling of assessment materials for key stages 1 and 2. They have selected schools to complete this for both KS1 and 2 papers. Although key stage 1 national curriculum tests are now optional, schools selected to take part in the trialling of assessment materials across both key stages have a statutory responsibility to participate.

NFER will contact schools if they have been selected by **Monday 29 January**. If you are selected and have any questions please [contact me](#).

Janine Ashman

Director of Learning and Unlocking Excellence English Hub Lead

Clerking Catch-Up Sessions

Thank you to all those who attended the first 'Clerking Catch-up' of this term last week. I have uploaded the recording of the session to the Clerks' SharePoint if you were not able to attend.

The next session is taking place online from 1.00pm on **Wednesday 31 January 2024**.

Looking forward to seeing you all there.

Chris Hills, Governance Professional

Clerking Positions within the LSP

We think we could have some vacancies for Clerk to Local Governing Bodies in the near future.

If any Clerks would be interested in possibly taking on another LSP school, or know someone who would be interested in Clerking for the LSP, please [send me an email](#) and we can organise an informal conversation.

Chris Hills, Governance Professional

Reminder: Submission of LGB Minutes, Actions and Headteacher Reports to Governors

On a regular basis (after each meeting, or as required) please remember to send the Central Team the following:

- LGB Minutes and Actions (ideally using the LSP minute template)
- Headteacher's Report (submitted to LGB 3x a year from September 2023)

These documents need to be submitted to lgbreturns@lsp.org.uk



Revised Monthly Checklist

A revised version of the Monthly Finance Checklist is available to [download from Foldr](#). The previous checklist implied that the absence data to be collated on a monthly basis to ease the workload for the Audit Workbook at year end needed to be broken down by gender. However, this is not the case and has now been changed. Additionally, a template has been provided to enable schools to collate the temporary staff disclosure data for year end on a monthly basis. This is also available to [download from Foldr](#).

Both of the documents mentioned/linked above are stored in the School Business Managers section of Foldr: School Business Managers\Trust Wide\Finance documents and forms\Templates and forms.

CPD UPDATES AND OPPORTUNITIES



Governor Pupil Premium Training

A quick reminder that Neil Lankester (Director of School Improvement) will be running a session for governors on how to support and challenge school leaders on the use of Pupil Premium funding on **Thursday 8 February** from 18:30 - 19:30 on Teams.

To sign up for this webinar please follow [this link](#).

Insight/ Data Roadshow with James Pembroke

When: Fri, 22 Mar 2024 09:30 - 15:30

Where: English Hub Room, St Peter's School

We're delighted to welcome back James Pembroke to share all things data and Insight with us. We highly recommend that all Assessment Leads and Headteachers attend.

[Click here to book your tickets](#).



Upcoming Lighthouse Learning Sessions and CPD Networks

Please email [Lighthouse Learning](#) if you have any questions about the below events.

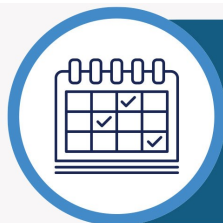
Date	Event	Audience
Term 3		
<p>Tuesday 30 January 7.00-8.30pm</p> <p>and</p> <p>Wednesday 31 January 10.30am-12.00noon</p>	<p>LSP New Governor Training Session. An introduction to Governance within the LSP: for new governors and current governors looking to re-fresh their skills.</p> <p>Session led by Chair of Trustees.</p> <p>The sessions are duplicates of each other so those who wish to attend only need to come to one of the two (not both).</p> <p>MS Teams Link to be circulated this week to Clerks</p>	Governors
<p>Thursday 8 February 6:30 - 7:30pm</p>	<p>Pupil Premium Training. Online.</p> <p>As part of their role governors should understand how Pupil Premium is spent in their school, why and how the impact of this is monitored.</p> <p>Click here to register for this webinar.</p>	All Governors (PP links)



KEY LINKS, DATES AND DEADLINES

These reminders do not replace the Annual Planner so please ensure you are checking this regularly.

Please note the following links will only work for those who already have access to the relevant site or folder. If you feel you need to be given permission to access something please [let us know](#).



Annual Planner

Click to view the Annual Planner
(Via Sharepoint)

Bulletin Index

Click to access an index of
previous bulletin articles



Previous Bulletins

Click to access previous editions of the
LSP Weekly News Bulletin

The Beacon

Click to read the latest edition of the
LSP Newsletter: The Beacon



DATE	KEY DATE OR DEADLINE	FAO
Wednesday 31 January	Data Drop 1 Primary: Share teacher assessment with Governors and upload onto Insight for the EYFS, Phonics Screening Check, Y1, Y2, Y3, Y4, Y5 Y6 (SATS) Secondary: KS4 (current attainment grades) on SISRA	Headteachers
Thursday 8 February 7.30-9.00am	LSP Business Breakfast Click here to sign up by Friday 2 February.	Heads, SBMs and Governors