

# News Bulletin



LIGHTHOUSE  
SCHOOLS PARTNERSHIP

Issue 28: 1 May 2024



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**LIGHTHOUSE**  
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## Introduction

Dear Colleagues,

I've had a couple of great examples of 'governance in action' this week with questions or concerns being raised by Chairs of Local Governing Bodies on behalf of their schools. This ties in well with a strategic conversation that Adele (Haysom, Chair of Trustees) and I have been having about how we need to continue to adapt our governance structures to fit the needs of the times and the scale of the Trust.

If you have been paying close attention (of course you have!), you will have noticed that in recent decades the role description and mandate to governors from government has increasingly focussed on 'skills round the table' and holding school leaders to account. The era of MATs has not really changed this theory but it could be argued that the previous paradigm, which saw governors as representatives for stakeholders, is actually a better fit.

Our thinking is that as the scale of the Trust has grown it has become impossible for the Board of Trustees to see everything. At the same time trust leaders, such as me, begin to focus more on whole Trust systems and challenges. In this context we need Heads and Governors to be able to negotiate and voice the needs of the individual school and its community. We have an active culture that requires our governors to be representatives. This is very skilled work as it also requires diplomacy and a vision for our partnership that is about collaboration and not just selfish interest.

You will see later in the bulletin that we are planning our first Governors Conference this June. I'm sure there will be a slot for the changing nature of school governance to have some airtime!

*Gary Lewis*

*Chief Executive*

## HR Policies for Consultation

The Central HR Team have been reviewing and updating a number of our staff policies. The following have now been released for wider consultation and feedback:

- Adoption Leave
- Maternity Leave
- Paternity or Partner Leave
- Shared Parental Leave
- Ordinary Parental Leave
- Flexibly Working Policy
- Stress Management

You will find these draft policies [on Foldr](#): LSP Communications\Consultations\Policy consultations\HR Policies - May 24 or by [clicking here](#).

Each policy document outlines the amendments and additions using track changes. You can download the policies to add any comments/suggested changes you may have, or you can outline these in an email. Please feel free to share these draft policies with wider staff and your governing body.

Please sent any comments or suggested amendments to [enquiries@lsp.org.uk](mailto:enquiries@lsp.org.uk) by 12noon on Thursday 23 May 2024.

Any questions please do not hesitate to contact the [Central HR Team](#).

*Tania Newman, Director of HR*



### The Beacon - newsletter update

The latest issue of The Beacon has now been published! This has been sent directly to all LSP staff, so please do check your inboxes. You can also access it [here](#).



## Central Team Updates

### Head of Estates

We are delighted to announce that John Finch will be joining us as our new Head of Estates on Monday 3 June. John has lots of experience of managing site functions in schools and Trusts in our area and we are really looking forward to welcoming him to LSP.



### Finance Support Manager

We are also delighted to announce that we have appointed Pascale Dunning as our Finance Support Manager, working as a job share with Sue Warneford-Thomson. Pascale currently works as Finance Manager at Churchill Academy and Sixth Form and will be continuing this role alongside her part time hours with the Central Team. Pascale will be taking up her new role in September as part of the implementation of the Operational Review. Pascale will bring a huge range of experience to the Central Team and we are really looking forward to her joining the team.



## Admissions Delegated Services for North Somerset Schools

This week North Somerset Admissions have sent out their sheet for 2024-25. We will be completing this centrally for all LSP North Somerset schools - so you do not need to fill this in yourselves at school level.

We are planning to submit the following for 2024-25 (no change from this academic year):

- **Primaries:** All services (bulk admissions, in year admissions, admission arrangements and appeals) are delegated to NSC for 2024-25/2025-26
- **Secondaries:** All services (bulk admissions, admission arrangements and appeals) EXCEPT in-year admissions allocations to be delegated to NSC for 2024-25/2025-26

If you have any questions, or the above is not suitable for your school, please [contact me](#) by **Friday 10 May 2024**.

*Eleanor Capel-Davies*

*Head of Administration*

## Reminder: Parent, Pupil and Staff Surveys

As reminder that the window for Parent, Pupil and Staff Surveys closes on **Friday 10 May 2024** (end of next week).

Please ensure you have circulated the links to relevant stakeholders with plenty of time for them to complete these before the deadline.

If you have any questions please get in touch with the [Central Admin Team](#).

*Eleanor Capel-Davies*

*Head of Administration*

## Asbestos Annual Re-inspections

We have recently passed the first year anniversary of the completion of our Asbestos Full Management Surveys which means that the annual re-inspections are now due.

Casa are/will be contacting schools to book the re-inspections in. Casa will then upload the reports to the Casa portal for our review.

Any questions about this process please speak to your Hub Estates Lead.

## Wraparound Care—audits for schools

You may have seen that North Somerset Council's (NSC) latest bulletin has a request for all NSC Schools to complete a form regarding wraparound care.

We wanted to clarify requirements regarding this as we have also been gathering information as a Trust about the same topic—unfortunately the data sheets are asking for different information (we had hoped to be able to use what you had already submitted to us for NSC) so schools will need to complete both audits.

### North Somerset Council Audit

North Somerset have received funding from the DfE to ensure that there are sufficient places across the local authority and to provide schools with financial assistance to scale up their existing after school clubs or to provide one.

**LSP North Somerset Schools**—Please complete the [NSC wraparound questionnaire](#) and return it to [wraparound@n-somerset.gov.uk](mailto:wraparound@n-somerset.gov.uk), to enable them to map existing provision and copy in [tjoyce@lsp.org.uk](mailto:tjoyce@lsp.org.uk).

If you have a third party who offers your existing wraparound provision, please do forward this information onto them.

**LSP BANES Schools**—Please complete the [NSC wraparound questionnaire](#) and return it to [tjoyce@lsp.org.uk](mailto:tjoyce@lsp.org.uk) so that we can have a full set of data for the Trust.

If you have a third party who offers your existing wraparound provision, please do forward this information onto them.

### LSP Wraparound Audit Reminder

A reminder to please complete the [LSP Wraparound Care Survey](#) for the Central Team (circulated, by myself, back in March) by Friday 10 May.

Thank you to those colleagues who have already completed this for their schools.

If you have any questions please do not hesitate [to contact me](#).

*Tracey Joyce*

*Trust Services Officer*



## 2024/25 Budget Planning

Thank you for your hard work to date on your initial draft 2024-25 multi-year budgets. The Central Finance Team have now carried out early quality assurance checks and given feedback on these draft budgets for almost all our schools. As anticipated at this stage of the budget planning process, the Trust overall is projecting a substantial in-year deficit of £1.4m for 2024-25 and this in year deficit grows considerably in 2025-26, so there is still much work to be done to balance budgets as far as we are able.

You'll be aware that as part of the Budget Planning timetable this year, we asked all primary schools to analyse staff deployment using the Deployment Model tool provided. Not all schools have yet shared their completed Deployment Models with the Finance Team, so please could schools do this as soon as possible. The Finance Team will review these against your draft budgets and will be able to support schools to consider and cost areas for further investigation to reduce schools' in-year deficits for 2024/25 and 2025/26 as appropriate.





## Upcoming Lighthouse Learning Sessions and CPD Networks

Please email [Lighthouse Learning](mailto:info@lighthouselearning.co.uk) if you have any questions about the below events.

Date	Event	Audience
<b>Term 5</b>		
Thursdays 9, 16 and 23 May	<b>Job Evaluation Training.</b> Multiple venues.	All
Monday 13 May 3.45 - 5.00pm	<b>LSP Primary Maths Network.</b> Online MS Teams link to be circulated in due course.	Primary Maths Leads
Friday 17–Wednesday 22 May	<b>Primary Moderation Sessions.</b> St Peters' Primary Details already shared with Heads and Assessment Leads	Primary Heads and Assessment Leads



## LSP Governance Conference - June 2024

We are delighted to announce that we will be holding our first LSP Governance Conference in June 2024:

### LSP Governance Conference - Tuesday 13 June 2024 5.30-7.45pm

This event will replace the Chairs' Forum already scheduled for this date and is open to Trustees, Chairs, Governors and Clerks. We hope as many of you as possible can attend so please put this date in your diary.

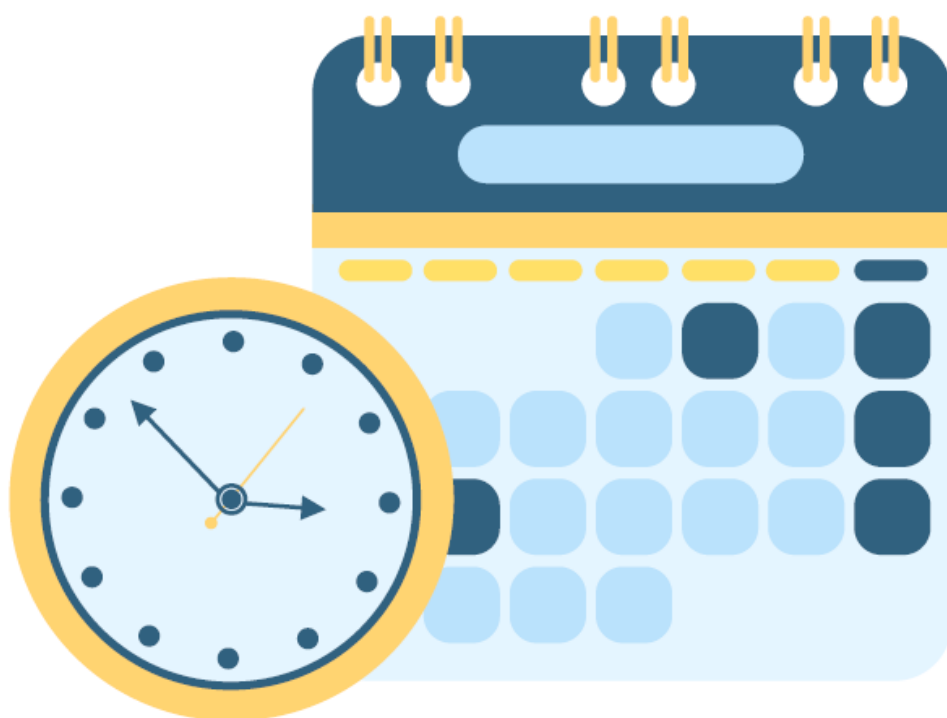
Clerks - should this date be unsuitable for your LGB (i.e. it clashes with a meeting) [please can you let us know by Wednesday 8 May](#). Ideally any meeting would be rearranged to allow attendance at this event.

Full details, including sign up form, to follow in due course.



## Key Dates and Deadlines

DATE	KEY DATE OR DEADLINE	FAO
Friday 3 May	Deadline for applications for additional SCA funding	Heads & SBMs
Friday 10 May	Deadline to inform <u>Central Team</u> regarding your NSC supported Admission Requirements for 2024-25.	Heads, SBMs and Admission Leads
Friday 10 May	Closing date for Parent, Staff and Pupils Surveys	Heads
Friday 10 May	Deadline to return LSP Wrap Around Care Surveys to Trust Services: <a href="mailto:tjoyce@lsp.org.uk">tjoyce@lsp.org.uk</a>	SBMs
12noon Thursday 23 May	Closing date for LSP HR Policies Consultation	All
Tuesday 13 June 5.30pm - 7.45pm	LSP Governance Conference <i>More details to follow soon!</i>	Trustees, Clerks & Chairs



## KEY LINKS

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 2023/24

Click to view the Annual Planner  
(Via Sharepoint)

### Annual Planner 2024/25

Click to view the Annual Planner for next  
academic year (Via Sharepoint)



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### The Beacon

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



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be shared in our newsletters and on our social media.

Email your stories to: [newsletter@lsp.org.uk](mailto:newsletter@lsp.org.uk)