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LIGHTHOUSE SCHOOLS PARTNERSHIP

Introduction

Dear Colleagues,

Reading over this week's bulletin has made me reflect on how much we have changed as a Trust since we started in 2016. Those of us there at the start did not envisage the scope and scale of collaborative work that we are delivering now. The change has happened gradually and in response to demand. We have also learned so much about how operating collaboratively needs to work (sometimes by getting things wrong!).

Our new Primary History Curriculum (see later in the bulletin) is an example of how we now work to get things right. The curriculum was developed by an Subject Leader (Beth at Blagdon), supported by a Central Team Leader (Neil), evaluated and adjusted by our Heads and other senior leaders and we will start teaching it once colleagues in classrooms have been able to understand *through training* the thinking behind the sequencing and construction of the scheme and the end points of learning that we are working towards.

We also established last summer that curriculum choices belong to the Headteacher in each school and that they will decide when to adopt cross-Trust resources and when not to. I've updated our Scheme of Delegation to reflect that principle and it was approved at the Board meeting earlier this month. There are a relatively small number of other changes in the scheme and you will see them when we publish it in next week's bulletin. The gradual development and refinement of the scheme is another index of our growth and maturity.

Lastly, I'd like to update you on our growth project in Bristol. The remaining piece in the jigsaw remains approval from the Department for Education (DfE), which we expect to come next week. One of the conditions that we need to meet is updating our Trust Articles of Association to admit the Diocese of Bristol as an additional corporate member and to increase our foundation representation to reflect the presence of the Bristol schools, two of which are Voluntary Aided format. We will have equality of representation between Foundation and Community Members and Governors. This reflects the composition of our Trust where we will have a majority of church schools but a majority of pupils in community schools. Even more significantly we will, over time, need to recruit people to our Members and Trustees boards who reflect the diversity and geography of the Trust as we take up responsibilities in Bristol. As Charles Handy once remarked (I think), *'in modern life change is the constant'*.

As ever,

Gary Lewis, Chief Executive

Census Day and school meal uptake

As you are aware Thursday 3 October is Census Day. As Universal Free School Meal uptake is part of the Autumn census it is important to maximise pupil participation on this date. To help support this we have created a special menu with Aspens, and all primary children can have lunch for **FREE** on this date. To make the logistics easier, in some schools, Aspens will be serving food in takeaway boxes so the meals can be eaten in classrooms.

[Click here to download the poster](#) to share with parents/ carers to encourage uptake- please include this on upcoming newsletters and issues regular reminders to families over the next few weeks.

Your support in making this lunchtime event a success is much appreciated and could have a considerable impact on the funding your school will receive.



Admissions Arrangements - a few reminders

Admissions for 2025-26

Back in March we [confirmed that the LSP Admissions Arrangements for 2025-26](#) has been confirmed and published. **These should be referenced on your school's website** (alongside the current year (2024-25)). The easiest thing to do could be to add a hyperlink from your website to the LSP Admissions webpage: <https://www.lsp.org.uk/admissions> or you can download the document [from Foldr: L:\LSP Policies\Admissions Arrangements 2025-26](#)

Admissions for 2026-27

As outlined in the [Annual Planner](#) Local Governing Bodies (LGB) need to inform the [LSP Central Team](#) of any changes to Planned Admission Numbers (PAN) you would like to make for the 2026-27 by:

- Monday 23 September for BANES Schools
- Monday 21 October for all North Somerset Schools

We will beginning the planning and consultation process for 2026-27 admissions arrangements in Term 2 and will keep you updated on this.

Trust-wide Operational Team meetings

As in previous years we are planning to have two Trust wide Operational Team meetings during the 2024-25 academic year.

We have pencilled in the dates below for the meetings. Please could you pencil them in your diaries too and we will confirm details nearer the time.

- Tuesday 17 December 2024 (morning)
- Tuesday 8 July 2025 (whole day)

We are intending to follow the same format as we did for last year's meetings but would really welcome your feedback as to what you would find most valuable. We would be grateful if you could discuss this at your hub meetings so that your Hub Business Leader can ensure that your views are reflected in our planning.

Reminder: Register of Business and Pecuniary Interests

As per the [LSP Business Ethics Policy](#) the following people must complete a [Business and Pecuniary Interests](#) form:

- All members of the Schools Leadership Team
- All Governors
- All members of the Schools Finance Team
- Any members of staff that have, or contribute towards, authority to spend such as budget holders

Please organise completion of this within your school and complete the summary section. A copy of this register needs to be noted by your Local Governing Body (LGB) and returned to the LSP Central Team by Friday 20 September. Please email this information to:

LGBreturns@lsp.org.uk.

A copy should also be made available on your website for inspection by any interested party such as staff, parents, auditors and the Education and Skills Funding Agency (ESFA).

Suspensions and Exclusions - guidance and templates from Browne Jacobson

Browne Jacobson, the legal firm used by the LSP, has updated its guidance and templates relating to suspensions and exclusions.

You can find all of the information, including a checklist for headteachers, [on Foldr](#):

Foldr\LSP Policies\Exclusions Pack from Browne Jacobson

iAM Learning Management System

The new [Learning Management System](#) is now available for use. iAM have completed the migration of course completion data and all upcoming assigned deadlines, so anything which was completed or assigned in the previous LMS will be present in your accounts.

Check out the guides [here](#) to learn more about the new training area. Training course requirements remain the same (as per the email sent to schools on **Wednesday 28 August**), it is just the platform that has changed appearance and functionality.

If you have any questions about the new Learning Management System please [contact Trust Services](#).

Linnean Society Accepting Applications for ‘Our Local Nature’ Grant Programme

Linnean Society is offering [grants for community organisations](#) linked with young people to deliver projects and activities that engage young people with local nature and natural spaces and improve their understanding of local biodiversity.

The maximum award amount is £1,000. However, groups are encouraged to apply for significantly lower amounts.

Grants can be used for materials, room hire, publicity, speakers, trainers, freelancers, project-specific staff costs, audio-visual hire, reasonable volunteer expenses, transport, or other costs of activities/events.

The deadline for applications is 25 October 2024.

[Find out more and apply here](#)



Reminder: Research Community with University of Bristol and the Chartered College of Teaching

Gary wrote to Heads at the start of Term 1 to promote the concept of a research community with University of Bristol and the Chartered College of Teaching Certificate in Educational Research and Inquiry. The programme would be ideal for practitioners considering a future Masters project or just interested in finding out a bit more about the processes, uses and limitations of action research.

If you would like to find out more, the deadline for enquiring about the programme **has been extended to this Friday (20th September)**. Please email enquiries@lsp.org.uk heading your email Research Community.

A fuller description of the [programme is available here](#). Please [contact Gary directly](#) with any questions.

When should your school be expecting an inspection by Ofsted?

The Ofsted handbook paragraphs 35 - 54 give details of when schools in England should anticipate an Ofsted by, based on whether they were previously exempt; they are currently graded as good/ outstanding or whether they are classed as a 'new' school. We have used this information to identify when you should be expecting your next inspection by. The list of LSP schools [can be found here](#).

Ofsted have also released dates for two free webinars to support leaders to understand the changes to school inspection. We would highly recommend that if you are anticipating an ungraded inspection you attend the 'Changes to ungraded inspection' webinar on Monday 23 September.

A promotional poster for Ofsted webinars. The background is dark blue. On the left, there are two circular inset photos: the top one shows a teacher in a red sweater interacting with two young students, and the bottom one shows a group of adults in a meeting. On the right, the Ofsted logo is at the top. Below it, an orange box says 'Upcoming webinars'. Then, in white text, it says 'School inspection update: autumn 2024', followed by a white box containing 'Thursday 19 September 2024'. Further down, it says 'Changes to ungraded inspections', followed by a white box containing 'Monday 23 September 2024'.

Ofsted

Upcoming webinars

School inspection update:
autumn 2024

Thursday 19 September 2024

Changes to
ungraded inspections

Monday 23 September 2024

You can sign up here: <https://www.smartsurvey.co.uk/s/3RRMVN/>

Neil Lankester, Director of School Improvement

LSP Art Competition

We have launched a trust-wide art competition as we are hoping to receive some lovely art work to display - please see details on our poster below or [download here](#). We would be very grateful if you could share this poster around your schools and/or in your school newsletter. The deadline for entries is **Monday 30 September**. Can we also ask that you safely store any entries you may receive (they should be handed into your reception/the school office) and bring them along to the School Leaders' Meeting in October.

ART Competition

What are we looking for?

A sketch, painting, drawing or photograph of:

A lighthouse

OR

Your favourite view of the area where you live

There will be prizes for:

- 1st Prize Primary Pupil
- 2nd Prize Primary Pupil
- 1st prize Secondary Pupil
- 2nd Prize Secondary Pupil

How to submit your art work:

Please hand your entry into your School's reception/office by
Monday 30 September.

You must ensure your name, school name, age and year group is on the
back of your entry. All entries must be your own work.

Prizes will be announced by end of October!



Reminder: processing Amazon invoices for payment

As you may be aware, there are occasions where Amazon have been unable to allocate payments against invoices. To aid in this process, please include the full Amazon Invoice Number when raising the invoice on PSF (PSF allows for 25 characters). If for any reason you cannot fit in the whole invoice number (we understand that they can be very long), please ensure that the last 10 digits of the invoice number is entered. This will ensure that Amazon can reconcile the payment once received.

Significant investment in IT infrastructure

Support for Windows10 is being withdrawn from October 2025. After this date, Microsoft will no longer provide security updates and technical support to any devices using Windows10. This will significantly increase the risk of cyber-attack and, we believe, invalidate our RPA cyber cover. Many of the existing devices across the LSP are not compatible with being upgraded to Windows11 and therefore we anticipate needing to replace a significant number of devices across our schools. We have estimated the cost of this for our secondary schools; this will be shared and discussed at the IT Steering Group meeting later this month but is likely to amount to over £300,000. 2IT are working on estimating the potential cost for our primary schools.

Despite the significant investment required, we feel that it is essential that we upgrade to Windows11. We have witnessed the significant impact of a serious cyber-attack on a school and feel that the risk to provision is too great to continue to operate on unsupported Windows10.

More work is now required at both school and trust level. It will be our intention to gather the data and procure the replacement devices through a trust-wide procurement basis and to replace with a standard device across all schools. To do this schools will need to identify the number of devices required. We would also encourage schools to take this opportunity to rationalise the number of devices in schools.

The Central Team will coordinate and facilitate the required action so schools don't need to take any direct action at this point in time. However, the recent Core Schools Budget Grant has improved the financial position for schools and, as this situation develops, we would encourage schools to consider using some of this additional funding to support the one off investment in renewing IT.

More information will follow in due course.

Tusker Car Scheme - update

The Tusker Car Scheme is currently being paused following the update in the Academy Trust Handbook and recent guidance that we have received: Trusts have been advised not to proceed with the Electric Vehicle Salary Sacrifice Scheme until the outcome of cross-government discussions is known. We have received indications that this is likely to be in November 2024.

In the meantime staff can still peruse the Tusker Scheme, and vehicles on offer, but will not be able to place an order until the outcome from the ESFA is known.

Neo People update - Term Time Only (TTO) leaver calculations

Neo People (payroll bureau) have switched off the automatic holiday pay calculation for TTO leavers, with effect from September 2024, due to the complexities surrounding this. Schools are able to calculate the holiday pay using the calculator template and guidance that is saved in iTrent under the 'Guides and Forms' page. Please contact the [Central HR Team](#) if you have any questions regarding this process.



Governance housekeeping

A few reminders of important 'housekeeping' as we start the new academic year:

- Governor attendance for 2023-24 - A summary of Governance Attendance should be published on each school's website as swiftly as possible. You can view the [Trustee Attendance Log on the LSP website](#) if you are unsure what format to use.
- Get Information about Schools (GIAS) - Please ensure your list of governor details on this Government website is correct and up to date.
- Governor bios on school website - Please also check that your list of Governors, and link roles for 2024-25, are up to date on your school website and ensure any changes/updates are made.
- Register of Business Interests - once these have been gathered for your LGB please ensure they are collated as part of the wider school's register so they can be published on the school's website.

If you have any questions or need any help with the above please do not hesitate to [contact me](#).

Chris Hills, Governance Professional

Clerk Vacancy

The opportunity to Clerk for one of our primary schools has arisen. The schedule is six LGB meetings and two committee meetings an academic year (3.56 hours a week).

We would love to offer this opportunity to our current Clerks, or other LSP colleagues, first of all.

For an informal discussion on this position please email the [LSP Central Admin Team](#).

Clerk Appraisals - Sign Up Now

Last week, following the Clerk's Network, I circulated a link to a spreadsheet to sign up for Term 1 1-2-1/appraisal slots.

All appraisals must be completed by 31 October, so please ensure you sign up for your 1-2-1/appraisal slot as soon as possible and select a convenient time for you.

Chris Hills, Governance Professional



Upcoming Lighthouse Learning Sessions and CPD Networks

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

Agendas, Teams links (if required) and other resources will be emailed one week in advance of each network.

The full programme of Lighthouse Learning CPD on offer for 2024-25 can be found on the [LSP website](#).

DATE	EVENT	AUDIENCE
Monday 23 September 1.00-4.00pm	Trust-wide SEND Network. Online via Teams	All SENDCOs
Monday 30 September 3.30-5.00pm	Primary Assessment Network. Online via Teams	Primary Assessment Leads
Wednesday 2 October 3.45-5.00pm	LSP History Curriculum Training Session. To sign up for this webinar click here	Primary schools
Wednesday 2 October 3.30-5.30pm	Secondary Curriculum/Teaching and Learning Network. Online via Teams (link to be circulated by N Wilcox)	Secondary T&L Leads
Monday 7 October 1.00-3.45pm	Primary Deputy/Assistant Headteacher Network. Online via Teams	Primary Deputy and Assistant Heads
Monday 7 October 3.45-5.00pm	Primary Maths Network. Online via Teams	Primary Maths Leads
Wednesday 9 October 3.45-5.00pm	LSP History Curriculum Training Session. To sign up for this webinar click here	Primary schools
Monday 14 October 1.00-4.00pm	Primary Early Years Network. Online via Teams	Early Years Leads

Revised LSP History Curriculum for Primary Schools

We are really excited to let you know that the revised LSP History Curriculum has now been completed with all materials for KS1 and KS2 ready to access on the LSP Curriculum SharePoint. A couple of points to note:

- The existing materials are still on the SharePoint but have been placed into a newly created 'archive' folder for schools to continue using until they adopt the updated materials.
- EYFS materials will continue to be uploaded as and when they are produced across the year as we are preparing these for use from September 2025.
- Please do not begin using these materials until your school has received training but please let your staff know that resources are there to view before the training.
- All schools have communicated when they would like to receive training. If at any point you need to change your slot simply [let me know](#).
- Training and support will be provided through in-person sessions across the year including how to get the most from the subject leader toolkit materials. Please make sure that your History Leader has signed up to these.



The History Curriculum at Lighthouse Schools Partnership

We have 11 schools/federations signed up for whole school training this term on Wednesday 2 October and Wednesday 9 October so that they can begin delivering the curriculum from next term.

These sessions will be delivered online from 3.45 - 5.00pm (please see the Team links below). It is for school leaders to decide if staff will log in to training as a school, in teams or as individuals - please could you make sure that staff have been given the link for the webinar well before the meeting as they will need to sign up to receive the link.

- To sign up for the webinar on **Wednesday 2 October** click [here](#)
- To sign up for the webinar on **Wednesday 9 October** click [here](#)

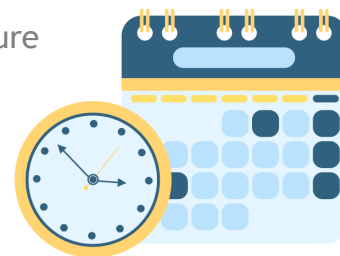
If you have any questions please get in touch!

Neil Lankester, Director of School Improvement

Key Dates, Deadlines and Reminders

These reminders do not replace the LSP Annual Planner so please ensure you are checking this regularly (link on next page).

Key Dates



DATE	INFORMATION	FAO
2-26 September 2024	Window to submit year-end statement for National Tutoring Programme NTP allocations for 2023 to 2024 academic year .	SBMs
16-27 September 2024	Headteacher Performance Development (Appraisals) to be completed within this timeframe.	Heads & Chairs
Friday 20 September 2024	Deadline for all staff to complete Annual Safeguarding Declaration (and Child Care Deceleration for Primary staff) on ESS	All
Friday 20 September 2024	Deadline for Gifts & Hospitality and Business Interests Declarations to be returned to the LSP Central Team via lgbreturns@lsp.org.uk	Heads, SBMs & Clerks
Friday 27 September 2024	Deadline to submit Gift Aid Applications to LSP Finance Team	SBMs
Friday 4 October 2024	Final deadline for all Governors and Trustees to complete Online Annual Safeguarding Declaration .	Clerks & Chairs
Friday 25 October 2024	Deadline for Teacher and Leadership Performance Development (Appraisals) to be completed.	Heads & SBMs
Thursday 31 October 2024	Deadline for Support Staff Appraisals to be completed.	Heads & SBMs

KEY LINKS

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 2024/25

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



SHARE WITH US

Don't forget, you can submit your school news stories to
be shared in our newsletters and on our social media.

Email your stories to: newsletter@lsp.org.uk