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### Introduction

Dear Colleagues,

We are leading schools in a time of falling demographic. This is being felt most sharply in our primary schools but our secondaries are now also feeling the pinch. For the first time that I can recall, Backwell School has empty places in Year 7. Marketing the quality of what we do is therefore more important than ever and we can rightly be proud of our staff, our curricula, our facilities and our track record. Leah and Eleanor are keeping the social media humming with good news from the Trust and I see that most of our schools are being equally pro-active. To further support you, you will see that we have developed some materials to tell the story of 'Lighthouse' as a quality mark and to promote the stability, reliability and commitment to quality that our schools share. Keep getting the word out: where parents have a decision to make, our schools offer the best possible choice.

My team are heavily involved in communicating about our Trust to the schools who will join us on 1st January 2025 as founder members of our Bristol Hub. Louise Malik, Tania Newman, Louise Gillespie and I are supporting the TUPE presentations this week and Debbie Coker and I were at Easton CE Academy to meet governors last night. We have further induction meetings with Heads and Chairs in coming days. It is a sign of our maturity as a Trust that we have a far more systematic and clearly defined offer to describe than we did in the early days. I continue to be tremendously excited about the mutual benefits that working in the city will bring to all parties.

Lastly, can I wish School Leaders and Governors a restful and enjoyable half-term. I'm travelling up to Newcastle to visit my daughter and will call in on the way to visit Dr Mulryne who was the head of my secondary school and is now retired in Yorkshire. It reminds me of the lifelong and transformation gift that our teachers gave us and that we seek to pass on.

As ever,

*Gary Lewis, Chief Executive*

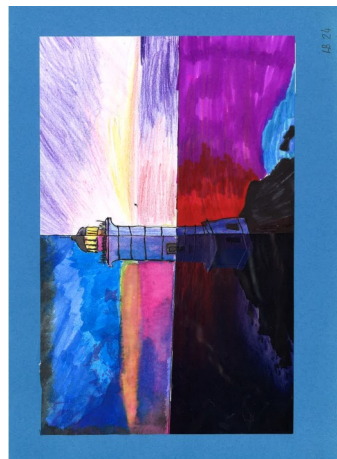


## LSP Art Competition: Congratulations to our winners

We'd like to say a huge thank you for all the wonderful entries we received for our recent LSP Art Competition. The Central Team were really impressed by both the quality and number of entries we received, which made deciding the winners a very difficult job.

Congratulations to the well deserved winners (*pictured below, from left to right*):

- **First Place Primary:** Amara, Year 4 - Whitchurch Primary
- **Runner-up Primary:** Lucia, Year 6 - Churchill Primary
- **First Place Secondary:** Charis, Year 9 - Backwell School
- **Runner-up Secondary:** Abby, Year 9 - Churchill Academy & Sixth Form



## Parental Deadline: Year 7 Applications for 2025

As [mentioned last week](#) the deadline for applying for secondary schools Year 7 places for September 2025 is 11.59pm on Thursday 31 October (this is next week, during half term). Please can you remind your parents of this on emails home this week. We have an image ([download here](#)) you can use below should you wish:

**DON'T FORGET** 

Thursday 31 October 2024 is the deadline for applying to Secondary Schools for 2025

School places will be confirmed on National Offer Day (3 March 2025)



## Reminder: Primary School Applications

The deadline for applying for primary school Reception places for September 2025 is 11.59pm on Wednesday 15 January 2025. We have created the following images below should you wish to use on your school social media or in your communications. These will also be shared across our LSP social media accounts, so please do feel free to repost from your own accounts:

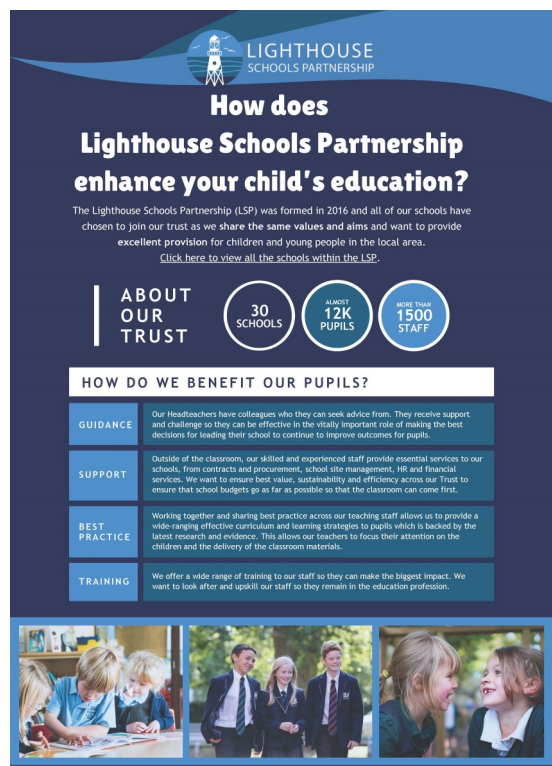
1. BANNER: Primary Admissions Reminder: ([Download here](#))



2. SOCIAL POST: Why Choose to Join Reception at an LSP School: ([Download here](#))



3. POSTER: Benefits of being part of Lighthouse Schools Partnership. This is suitable for both primary and secondary schools: ([Download here](#))



## Workforce Census

We have updated the guidance for primary schools on how to use iTrent for this year's workforce census. The guidance documents along with a FAQ's sheet are available in the HR Secure channel on Teams in the 'General' folder along with some additional information from the DFE.

The data capture spreadsheets for your school will be available before Census Day, Thursday 7 November for you to review and update. These will be placed in your school folder within the HR Secure channel on Teams and you will be sent communication to confirm when this has been actioned.

We will be arranging drop-in sessions for those that need additional support week commencing Monday 4 November 2024 and calendar invites for these sessions will be sent to primary schools over the next week. If schools have any questions or if they can't attend via Teams, please contact Laura Payne, HR Business Partner via [hr@lsp.org.uk](mailto:hr@lsp.org.uk).

Once Neo People receive the completed data capture spreadsheets and amendments to iTrent have been made, they will produce the .xml documents which are to be uploaded to Collect by the deadline of Friday 6 December. The .xml documents will be sent to us the week commencing Monday 11 November and further communication will be sent once we have issued to schools.

Secondary schools will continue to use SIM's/Bromcom for this year's submission.

## Current vacancies

Don't forget, all our current job opportunities are [available on iTrent](#), including vacancies for a [Finance Administrator](#), [Upper KS2](#) and [Lower KS2](#) teaching roles. Please feel free to share the image below with staff or parents who may be interested in any roles:

**CURRENT VACANCIES**

Don't forget, details of all our current job opportunities are available on our website.

[WWW.LSP.ORG.UK](http://WWW.LSP.ORG.UK)

[CLICK HERE](#)



## 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
Wednesday 6 November 8.30-10.30am	<b>LSP Primary Heads' Meeting</b> @ Nailsea Baptist Church <a href="#">Click here to view the agenda</a>	Primary Heads

## Correction - White Rose Maths Webinars

In the weekly bulletin a few weeks ago we shared a number of White Rose Maths webinar dates with you - the date in November was not correct. Please see the correct list of dates below:

### Mixed Age Planning Webinars

Course: *three bespoke online webinars* (suggestion is that these are your staff meetings for these weeks)

Length of course: **90 minutes 3.45 - 5.15pm** (online)

- **Wednesday 20 November:** *deepening our understanding of adaptive teaching*
- **Wednesday 22 January:** *episodic teaching and lesson design*
- **Wednesday 12 March:** *enable and extend*

Headteachers of the schools attending these webinars will be sent Teams Invitations for these sessions.

A reminder that the full CPD offer for LSP staff can be found [on our website](#).

## Governance CPD: Safeguarding Responsibilities

Please [click here to book your place](#) on the course below.



# GOVERNANCE CPD: SAFEGUARDING RESPONSIBILITIES

**TUESDAY 19 NOVEMBER 2024**

**6.00-7.00PM**

**ONLINE: MS TEAMS WEBINAR**

Delivered by Janine Ashman, Director of Learning

Session is suitable for all members of your LGB, not just Safeguarding Link Governors

This session will cover:

- Key safeguarding duties and responsibilities of both the Link Governor and the Local Governing Body
- Essential safeguarding school processes you need to be aware of



**[CLICK HERE TO BOOK A PLACE](#)**

Any questions email  
[lighthouselearning@lsp.org.uk](mailto:lighthouselearning@lsp.org.uk)

## Reminder: NFER Discount Code - Primary Assessment

Thank you for your patience whilst we sorted this out. NFER have confirmed the discount code below along with details on how to apply it when you buy your papers.

Please use the discount code **LPM15** for schools to receive a 15% discount on their order.

Schools have been sent details of how to input the discount code. This code is valid until midnight on **Monday 30 June 2025** and can be used **3 times per school** (one per term).

The annual assessment planner is [available here](#) so you can check which papers you need. If you are in repair/ recovery and completing the additional spring term papers, LSP will fund their cost. Please order them and we will recharge you the costs.

*Janine Ashman, Director of Learning*

## LSP Primary INSET - Friday 25 October

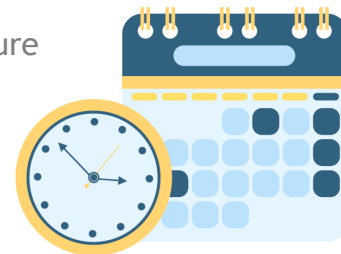
We are looking forward to seeing you all at the INSET this week. Details of the day have been sent to all staff - please can you check they have all received and read them (especially about parking!). I will send reminder information in the next week along with access to the writing units we will be using.

*Janine Ashman, Director of Learning*



# 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

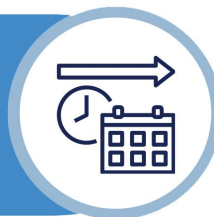
DATE	INFORMATION	FAO
9–30 October	Consultation window for Finance Policy . Please submit any comments to <a href="mailto:enquiries@lsp.org.uk">enquiries@lsp.org.uk</a>	All
Friday 25 October 2024	Deadline for Teacher and Leadership Performance Development (Appraisals) to be completed.	Heads & SBMs
Wednesday 30 October 2024	Return date for Autumn Census Data	SBMs/OMs
Thursday 31 October 2024	Deadline for Support Staff Appraisals to be completed.	Heads & SBMs
Wednesday 6 November 8.30-10.30am	LSP Primary Heads' Meeting @ Nailsea Baptist Church <a href="#">Click here to view the agenda</a>	Primary Heads
Friday 22 November 2024	Deadline for providing evidence to DfE Curriculum and Assessment Review. <a href="#">Click here to access the call for evidence</a>	All



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](mailto:newsletter@lsp.org.uk)