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LIGHTHOUSE SCHOOLS PARTNERSHIP

Introduction

Dear all,

As I plan for next term and check the upcoming CPD and networks page of this week's bulletin I realise just how much CPD is on offer and taking place at the moment. Networks are nearly complete for this term, four CPD webinars for governors have taken place over the past few weeks, training is planned for the second-round launch of the primary History curriculum and primary staff are now signing up for moderation sessions in January. As you are aware, one of our [Trust priorities](#) is to develop and grow our people to make a positive difference in education and the vast amount on offer is reflecting this focus.

Another of our values is: 'we achieve more through collaboration and professional generosity'. Gary is attending the second session of the Cabinet Office Leadership College for Government programme over the next few days. I know he is looking forward to this as [last time](#) he found it both inspiring and reaffirming regarding the importance and benefits of partnership and the collaboration we already have within the Trust.

A further example of both wider collaboration and CPD is that the Central Team will be hosting three CEO's next week who are currently studying with the National Institute of Teaching. They will spend the week with the Central Leadership Team looking at how LSP approaches 'operating models for system improvements'. They will be attending our SLT meeting as well as the Headteachers' Meeting on Wednesday. This is the second immersion we have hosted (the previous one was in July) and the experience was just as beneficial and developmental for us as it was for the fellows. We learnt a lot last time and have continued to stay in contact sharing ideas and best practice. We are looking forward to working with Peter, Neil and Carla.

Finally planning for our biggest CPD event of the year, the 14 February LSP Conference, is well underway. Thank you for checking the staff lists for us. Janine Ashman will update Headteachers on Wednesday on the next steps for this event, including the tagline. We are also planning to provide an outline for staff in The Beacon at the end of this term. There is an article below regarding article submission for the next edition of the newsletter, which will be for staff. A slimmed down version for parents will be released at the end of January 2025. Please do send us photos and news to include from your school - there is a lot to celebrate.

Eleanor Capel-Davies,

Head of Administration

LSP Headteachers' Meeting

This is taking place on Wednesday 4 December at Nailsea Baptist Church (BS48 2DS).

[Click here](#) to view the agenda.

Trust-wide SBM/OM meeting

We will be hosting a Trust-wide SBM/OM in-person meeting on Tuesday 17 December 8.25am for an 8.45am start at Gordano School. Breakfast will be provided and we will finish by 11:00am.

Please [click here to confirm your attendance](#) and to inform us of any requirements you have by 9.00am on Tuesday 10 December.

We are hoping our new Bristol colleagues will join us at this meeting as well, so it will be a good opportunity to start to get to know each other and welcome them to the LSP. I look forward to us having some time all together and hope that you can make this date.

Louise Malik, Chief Financial and Operating Officer

Reminder - LSP Annual General Meeting

A reminder that we will be holding the Lighthouse Schools Partnership Annual General Meeting on Thursday 12 December 2024 at 5.00pm.

The AGM will be a hybrid meeting, with people being able to attend either online (via MS Teams) or in person (at Gordano School). Please [click here](#) to view the draft agenda.

To allow us to prepare for this event, please [complete this form](#) to confirm your attendance and indicate how you will be attending, by 12noon on Monday 2 December.

If you have any questions please email [Chris Hills, Governance Professional](#).

Reminder - Beacon submission deadline

Don't forget to send in any stories or photos that you would like to be included in the next issue of the Beacon, which will be published at the end of this term.

The deadline for submitting articles is Monday 2 December.

Please send any articles or photos to [Leah Evans, Communications Officer](#).



Reminder: January 2025 Primary Moderation Sign Up

We are hosting LSP Moderation Sessions beginning Monday 13 January 2025 in the English Hub Room at St Peter's Primary School.

Year Group	Date	Time
Reception/EYFS	Friday 17 January 2025	1.00-4.00pm
Year 1	Thursday 16 January 2025	8.30-11.30am
Year 2	Thursday 16 January 2025	1.00-4.00pm
Year 3	Monday 20 January 2025	8.30-11.30am
Year 4	Wednesday 22 January 2025	1.00-4.00pm
Year 5	Monday 13 January 2025	1.00-4.00pm
Year 6	Monday 13 January 2025	8.30-11.30am

Also KS2 (Year 6) Moderation with the Bristol Moderating Team on Friday 24 January

Please ensure you have completed the online booking form/ask teachers to book onto the LSP moderation sessions using [this online form](#) by 4.00pm on Monday 2 December 2024.

You also need to have [completed this form](#) to confirm who will be attending the KS2 (Year 6) Moderation with the Bristol Moderating Team on Friday 24 January also by 4.00pm on Monday 2 December 2024.

Reminder - LSP Christmas card designs

We would love submission of festive designs from children across the LSP to use as Christmas cards and on social media later this term - last year we had some lovely images we used.

If you have any designs you could submit to us please email them to [Leah Evans, Communications Officer](#), by Monday 2 December.



Reward Gateway Black Friday Savings

[Click here to download](#) this LSP Gateway poster to display and share with staff.

BLACK FRIDAY SAVINGS



If you like making a saving, you're probably looking forward to Black Friday.

All week you can save on just about anything at hundreds of retailers, but remember that if you also use our **SmartSpending™** Discount and Cashback deals, the savings get even bigger! So this Black Friday, make sure you do all of your shopping with SmartSpending™ to maximise your savings.



LSP Gateway
Rewards, benefits & employee resources

Get ready for mind-blowing deals with
lspgateway.org.uk



All discounts and offers are subject to change without notice.

Final reminder - RPA Survey

The deadline to have completed the RPA survey is tomorrow: **Thursday 28 November**. Schools have been emailed (via SBMs/OMs) more detailed information on this, including answers for certain questions.

This is so the RPA can assess risks, ensure minimum standards are being met and identify training needs.

Once you have completed the survey you need to email Trust Services confirming it has been completed for your school.

If you have any questions about this please [email Trust Services](#).

Employee Assistance Programme—new provider

From Sunday 1 December our Employee Assistance programme (wellbeing package) will no longer be provided by Health Assured.

Our new provider will be School Wellbeing, part of Schools Advisory service who we have partnered with for our staff absence mutual scheme. Please [click here for information](#) about what services are included in the new wellbeing package, as well as poster for displaying in staff rooms.

Please forward the information on to staff and consider displaying the information in your staff rooms etc. If you have any questions about this change of provider please contact trustservices@lsp.org.uk.



Waste and Recycling Contract - Hills

As you will likely know, there were interruptions to Hills' services last week which saw some disruption to collection days. Hills confirmed there were some unprecedented issues with driver sickness which affected their service. They took on agency drivers and covered most sites with a catch up collection a day or two later. This is an unusual situation for Hills and one that has been followed up centrally.

Waste Collection Suspensions During Holidays - Hills Contract

With the Christmas holiday period fast approaching, please see the below from a previous bulletin as a reminder that services can be suspended if needed.

If schools, with Hills for their waste contract, wish to suspend any of their waste collection services during any of the school holiday periods, Hills require three week's notice for any suspension. The suspension form was included in the Welcome Pack from Hills to schools, or you can find a copy in the Waste and Recycling Contract folder [in Foldr](#):

File path : SBM\Trust Wide\Waste & Recycling Contract

You may wish to plan reminders to cancel future holiday periods. The form, once complete, should be returned to key.accounts@hills-group.co.uk

There is no requirement to suspend services, it is just an option that is available and could reduce cost if you don't need the collections during a certain holiday period.

Hills contact details

Also in the same folder is a copy of the Hills contact sheet signposting contact details if schools need to contact Hills regarding customer queries, portal access/queries or other enquiries regarding the service. If you need any further support with the contract, please do not hesitate to [contact Trust Services](#).

Waste Invoicing

As you know the invoices from Hills arrive as one invoice to the Central Team. Schools are able to check on the portal regarding collections and contact the support desk to ensure charging is accurate. To further support this process, invoices will also be uploaded to the Waste and Recycling Contract folder in Foldr (filepath above) should schools wish to utilise or access this information as well.

If you have any other questions at all, please [contact Trust Services](#).

Reminder - Updates on any changes to your Local Governing Body

A reminder to ensure that you have completed [the online form](#) (which is also linked on the [LSP Governance SharePoint](#)), notifying us of any updates to your Local Governing Body (LGB) since 3 July 2024.

The deadline for this is 12 noon on Monday 2 December. Anything submitted after this deadline will not be considered until March 2024.

If you have any questions please contact [Chris Hills, Governance Professional](#).

Reminder - Submission of LGB Minutes to Central Team

Please ensure that you have sent copies of the minutes from your Local Governing Bodies (LGB) meetings for Term 1 and Term 2 (if this meeting has taken place) to lgbreturns@lsp.org.uk. Draft minutes are acceptable.

They must include the RAG rating summary so they can be presented to Trustees at their meeting in December.

Thank you to those Clerks who have already sent their documents through.

If you have any questions please contact [Chris Hills, Governance Professional](#).





Upcoming Lighthouse Learning Sessions and CPD Networks

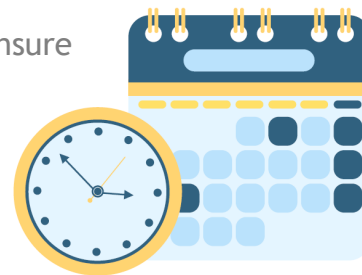
Please email [Lighthouse Learning](#) if you have any questions about the below events.

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
Wednesday 27 November 3.30-4.15pm	LSP Attendance Network. Online via Teams	Attendance Leads
Monday 2 December 2.30-4.30pm	Using Assessment to Drive Standards Click here to register for this webinar	Primary Heads and Assessment Leads
Wednesday 4 December 3.30-4.30pm	SEND Webinar on ADHD Click here to register for this webinar	All
Wednesday 4 December 3.30 - 5.00pm	LSP History Curriculum—Tranche 2 Primary Schools To sign up for the webinar click here	Primary Heads and staff
Wednesday 4 December 6.00-6.45pm	Governance CPD: Nurture and SEND Click here to register for this webinar	Governors
Wednesday 11 December 3.30 - 5.00pm	LSP History Curriculum—Tranche 2 Primary Schools To sign up for the webinar click here.	Primary Heads and staff

KEY DATES, DEADLINES & REMINDERS

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



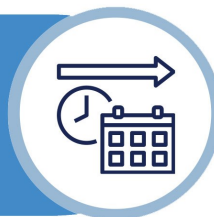
Key Dates

DATE	INFORMATION	FAO
Friday 29 November 2024	Deadline to ensure LGB Updates Form has been updated with any leavers, joiners or reappointments for approval by Trust Board on 11/12/2024	Clerks
Monday 2 December 2024	Deadline to submit the following to Leah Evans, Communications Officer : <ul style="list-style-type: none"> • Designs for LSP Christmas Messages • Articles for next edition of The Beacon 	All
Wednesday 4 December 8.30am -12.30pm	LSP Headteachers' Meeting @ Nailsea Baptist Church Click here to view the agenda.	Heads
Monday 9 & Tuesday 10 December	Central Finance Team to update IMP with CSBG and national insurance information.	SBMs/OMs & Heads
Tuesday 10 December @ 9.00am	Deadline to sign up for Trust-wide SBM/OM meeting on Tuesday 17 December. Click here to confirm your attendance	SBMs/OMs
Tuesday 17 December 8.25-11.00am	Trust-wide SBM/OM meeting @ Gordano School	SBMs/OMs

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