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**LIGHTHOUSE**  
SCHOOLS PARTNERSHIP

## Introduction

Dear all,

I'm having a very complete experience of working in education at present. My son, who is back living at home this year, is an ECT1 Maths teacher in a Somerset secondary school. A lot of our supper-time table talk is now about teaching, classroom management and teamwork. It has really taken me back to a time of life when planning and delivering every lesson required 110% attention. In the last week I have also been supporting the SLT at Churchill Academy as they are currently carrying a vacancy and are very tightly stretched. Doing duties and calling in on faculty teams has brought back to me the great feeling of teamwork that you get in schools when you are all pulling together. It has been a real privilege to be part of the team rather than just observing provision. Then this morning I have been back in the office working with my own great team and juggling a few challenges while also being on an interview panel. A few common themes have occurred to me across all these related aspects of educational life.

The first is that I think that we should see teaching and education more widely as the ultimate people profession. Getting the best out of people through challenge and support, and building a team ethos are at the very heart of our leadership work. We only succeed if we get the balance right between high expectations and warm camaraderie. To use one of Natalie's phrases, this is simple but not easy! Thanks to all of you working so hard to get that balance right.

Secondly, we need to recognise the demands that working in such a full-on relationships culture brings. Visiting St Mary Redcliffe CE Primary yesterday, I could see that the staff were smiling, positive but also tired. In my team we have been talking this week about how we ensure that our work has a sabbath: a time of complete rest. Email cultures etc play a part in that but really protecting the holidays is the real refresher.

On that note, I would like to recognise that we have achieved a huge amount this term. Continuing to adapt to a new Trust has been a huge challenge to our new Bristol schools but even for our long term members this term has been long and full-on. Enjoy the holidays and get some rest!

With best wishes,

*Gary Lewis, Chief Executive*

## Concerns around discrimination towards refugees in North Somerset

North Somerset Council are concerned that there is an increase in discrimination and ill-feeling towards refugees in the area following a recent protest at a Town Council Meeting.

Protests (led by Reform UK) and counter-protests occurred in Weston-Super-Mare last week as Weston Town Council discussed becoming a 'Council of Sanctuary'. A [Council of Sanctuary](#) is a recognition that a local authority area is creating a culture of inclusion and pulls together a number of charities and resources to offer support to those seeking sanctuary in the area. Discussions have continued on social media over the past few days and so tensions and misconceptions continue.

As many schools in the area welcome refugees, including many from Ukraine, North Somerset Council have [created this letter](#) which contains a list of agencies which can offer support and advice for refugees, including those who may be facing prejudice. The letter is written in a way it can be shared with parents/school communities if appropriate/required.

Headteachers - Please share the reminder of these resources with key staff in your schools who may need to use them to support refugees in your school communities.

## IT Transformation for Primary Schools

As you will be aware, we have been considering IT transformation for both Primary and Secondary Schools and promised to send information to Primary Schools by the end of March. This information was sent in a [special bulletin](#) to Primary Headteachers on Friday (28 March).

Please do not hesitate to [contact me](#) with any questions.

*Lousie Malik, Chief Financial and Operating Officer*

## Reminder - Parent, Pupil and Staff Surveys 2025

The window for Parent, Pupil and Staff Surveys this year is **Tuesday 22 April - Friday 9 May 2025**. Over the next couple of days, Headteachers will be sent (or may have already been sent) an email from Leah Evans, which will contain the full set of instructions and the links to all three surveys, so you have everything you need to facilitate the surveys within the timeframe above.

Please keep an eye out for this email, and if you have any questions [please get in touch](#).

*Eleanor Capel-Davies, Head of Administration*

## Reminder - Articles for The Beacon

Don't forget, the deadline for submitting articles for inclusion in the next edition of The Beacon is **Friday 25 April**.

If you have any news stories or photos from your school that you would like us to include, please [email them to me](#) by this date.

*Leah Evans, Communications Officer*



## LSP Annual Planner 2025-26

We hope to publish the annual planner for 2025-26 early in Term 5. As you are aware this contains key time frames, deadlines and actions for Schools, LGBs, Trustees and the Central Team for each academic year.

We will update you when this is ready and share the link with you.



## Improving our staff cover arrangements

We hear from many of our schools that finding cover and filling short term vacancies is a significant draw on your time. We also hear that cover staff are not always of the quality that you would like and our costs of agency and supply staff are significant. Last financial year we spent nearly £1.7m on both employed and agency cover for teachers and support staff. So far this year we have already spent £1.1m and if spend continues at this level we could be spending around £2.5m p.a.

As you may know we have been looking at alternative options to procure cover and temporary staff with the aim of reducing workload, getting better value for money and improving quality.

We've considered 3 different options:

1. A fully managed service (Schools have one contact for all cover issues and agreed rates)
2. Employing our own staff and managing our own supply pool
3. Working with all of the different agencies that schools use to try and get better rates

Our view is that at this point in time option 1 would be the best option for us to pursue.

We have already met with two companies that offer a fully managed services and plan to review other existing framework providers. We are planning a Bidders Presentation Day on Wednesday 30 April with three companies presenting their service to a working group. We would like the working group to include representatives from each hub, we would ideally like a Primary Head, an SBM or Office Manager and a Secondary Cover Manager from each hub, along with colleagues from the Central Team.

If you would be willing to volunteer to be part of this group and to attend the bidders presentation day on Wednesday 30 April please contact [enquiries@lsp.org.uk](mailto:enquiries@lsp.org.uk) by 4pm on Friday 25 April. We would really welcome your engagement in this important piece of work.



## 2025-26 3-Year Budgets

### Energy Costs

Estimated costs for both gas and electricity for 2025-26 are now available [on Foldr](#):

*Schools Business Managers- Trust Wide - Information for 2025-26 Budgets -Energy Budgets-for distribution\_Oct 25 forecast*

The values provided are estimates based on current market rates and advice on forward project of costs. As always, consumption is based on either the meter data or the previous year's consumption which can be based on multiple factors.

These values should be manually updated in IMP for 2025-26 and left to calculate for future years. We have estimated a 3% increase for both gas and electricity from 2025-26 and this has been built into IMP for you. Revised estimates for 2025-26 will be provided once the contracts have been placed. If you have any queries about these estimated costs, please contact [Steph Frankin](#).

### Catering Budgets

Revised Aspens catering costs from April 2025 are now available [in Foldr](#). We have provided this information for budgeting purposes via the School Meals Statement spreadsheets (see Foldr locations below) - a revised one for 2024-25 and a new one for 2025-26.

*School Business Managers - Trust Wide - Information for 2024-25 Budgets - School Meals Statement 2024-25 with final Aspens subsidies April 25*

*School Business Managers - Trust Wide - Information for 2024-25 Budgets - School Meals Statement 2025-26 with April 25 actuals and future estimates*

Please use these updated values to update both 2024-25 and 2025/26 on nominal code XXX5100. These spreadsheet tools have also been updated with revised meal costs from April 2025 as well as future estimates of meal costs. Trust Services will share the detail of the revised trading accounts for schools along with projected income following the October 2024 and January 2025 censuses in due course.

Please note that Litmus monitoring costs will not increase for 2025-26.

## IMP Housekeeping

### For School Action:

Employees who have service-end-dates in a prior financial year will appear on your list of staff members unless you 'disable' them. Go to *Reporting Suite - Operational tab - System Health Check* and run report for 2024/25.

This will give you a list of staff members with recommended actions if employee has left the Trust.

### Actioned by Finance Team:

Please note that IMP recommend that the Central Team roll over staff contracts so that when schools look at a staff member contract, the latest pay scale data will be displayed on the contract screen. Rolling over contracts ends all contracts with the selected pay scale(s) and creates a new contract line with a start date of the pay scale increment date, thus showing at a glance more accurate data. If a contract already has an end date, the roll over process will not change that. Contract lines in previous financial years may appear to have disappeared but will be available to view if you click 'show historic' in the contract screen. If 'no increment' is ticked for an individual employee on the contract screen, a new contract line will be created but the pay scale will not have changed.

This process was actioned for support staff on **Tuesday 1 April** in the Master Scenario only and will continue to be run annually. This process will be repeated in September for teachers. Scenarios already have these future year salary calculations in place and running in the background, so this process will not have changed your budgets, it just gives schools the most accurate overview when you view a contract.



## Data Protection Workshop

Thank you to all those who attended the data protection workshop last week. **Slides from the workshop and some additional information and next steps have been email directly to School Business Managers and Office Managers.**

Those schools who have had their DPO compliance audit with One West will be aware that third party processors, Record of Processing Activities (ROPA) and Data Processing Impact Assessments (DPIA) are areas that have been identified as requiring work. The central project that was started in 2023 is progressing well and the current position is:

- A Third Party Processor sheet is available for all schools to access via the new ROPA & DPIA Team.
- A Record of Processing Activities is available for all schools **to edit as applicable and keep in the ROPA & DPIA Team.**
- A library of Data Protection Impact Assessments will be available for **schools to adopt and edit** if they use any of the software/applications. We will add DPIAs to the library as and when **schools complete the DPIA that was assigned to them in the workshop** and it has been reviewed by One West.

The good news is that once the tasks above have been completed we will have strong foundations in place and the ongoing work will be light touch. An annual review of the ROPA and DPIAs will need to take place and a process will need to be followed when engaging with new suppliers. Guidance for this process can be found in the new ROPA & DPIA Team.

**We will contact schools that are part of the centralised service this week to arrange a visit/online meeting in Term 5 to support with this process.**

If you have any questions about the next steps and/or content of the email sent out on **Tuesday 1 April**, please do not hesitate to [contact the Central Trust Services Team.](#)



## April Payroll Updates

Please be aware that there are some payroll changes effective from April 2025.

Neo People will automatically update all statutory increases such as National Minimum Wage, Statutory Sick Pay, Statutory Maternity Pay, National Insurance Contributions etc.

The National Minimum Wage rates are due to increase, effective from 1 April 2025, so please ensure that any claims for additional hours are entered with the correct 'date earned' to ensure that claims are paid at the correct rate e.g. for hours worked in March, the date earned should be 31 March 2025.

The increased rates are as follows:

	Previous Rate (since 1 <sup>st</sup> April 2024)	Previous Rate (since 1 <sup>st</sup> April 2025)
Aged 21 and over "The National Living Wage"	£11.44	£12.21
Aged 18 to 20	£8.60	£10.00
Ages 16 to 17	£6.40	£7.55
Apprentice rate	£6.40	£7.55

## Neonatal Care Legislation

This will come into force on Tuesday 6 April 2025. This provides additional leave and pay for parents of babies who require neonatal care, with a right to up to 12 weeks' leave and pay. The legislation provides eligible parents with dedicated time to care for their newborn babies during a challenging period, without impacting their existing parental leave entitlements. The Leave of Absence Policy is being updated to reflect this but please do contact the [Central HR Team](#) in the meantime should you have any queries.



## Teachers' Pension Contributions

### Member Contributions - Teachers

The new rates as of 1 April 2025 will be:

Annual Salary Rate for the Eligible Employment from 1 April 2024	Current member contribution Rate	Annual Salary Rate for the Eligible Employment from 1 April 2025	Member contribution Rate from 1 April 2025
Up to £34,289.99	7.4%	Up to £34,872.99	7.4%
£34,290.00 to £46,158.99	8.6%	£34,873.00 to £46,943.99	8.9%
£46,159.00 to £54,729.99	9.6%	£46,944.00 to £55,660.99	9.9%
£54,730.00 to £72,534.99	10.2%	£55,661.00 to £73,768.99	10.5%
£72,535.00 to £98,908.99	11.3%	£73,769.00 to £100,590.99	11.6%
£98,909.00 and above	11.7%	£100,591 and above	12%

### Employer Contributions - Teachers

The employer contribution rate, which includes the 0.08% administration levy, will remain at 28.68%.

Further information can be found on the [Teacher's Pensions website](#)

### Member Contributions - LGPS

You pay a contribution rate of:	2024- 2025 Actual pensionable pay for an employment	2025 -2026 Actual pensionable pay for an employment
5.5%	Up to £17,600	Up to £17,800
5.8%	£17,601 to £27,600	£17,801 to £28,000
6.5%	£27,601 to £44,900	£28,001 to £45,600
6.8%	£44,901 to £56,800	£45,601 to £57,700
8.5%	£56,801 to £79,700	£57,701 to £81,000
9.9%	£79,701 to £112,900	£81,001 to £114,800
10.5%	£112,901 to £133,100	£114,801 to £135,300
11.4%	£133,101 to £199,700	£135,301 to £203,000
12.5%	£199,701 or more	£203,001 or more

Further information can be found on the Avon Pension Fund [website](#).

## Update following recent Trust Board Meeting

At the Trustee Board meeting held on Wednesday 26 March the following items were discussed and agreed :

- Education focus with general appreciation of what's going well, and the progress being made whilst also noting areas for improvement in quality of teaching and learning, and the curriculum.
- Acknowledgement of recent Ofsted inspections.
- Holding the Trust's SLT to account on the commitment to disadvantaged pupils.
- Discussed the proposal for a Resource Base at Gordano School. Formal consent to be given at a future date.
- Noted the recent successful Headteacher appointments.
- Approved new governor appointments.
- Received the LGB RAG report.
- Received key messages from Trustee Committee meetings.

## Reminder: LGB scrutiny of Three Year Budgets

As you are aware three year budgets must be set by Tuesday 22 April for quality assurance by the Central Finance Team.

Once this has taken place LGBs to have scrutinised draft budgets and propose a balanced budget to the Trustees for ratification by **Friday 4 July 2025**. Ideally, your LGB meeting/ decision will take place at least a few days before this deadline to enable School Business Managers/Finance Business Partners to replicate any changes agreed in the Master Scenario so that the budget can be reported and ratified by the Trust Board.

School Business Managers (for those schools who do not have a Centralised SLA) should confirm that the budget has been updated following LGB ratification to [financesupport@lsp.org.uk](mailto:financesupport@lsp.org.uk).





## 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
Thursday 3 April 3.45 - 4.15pm	<b>Term 5 Writing Units Briefing</b> <a href="#">Click here to sign up.</a>	Primary Heads & English Leads
Monday 28 April 3.30-5.00pm	<b>LSP Primary Assessment Network</b> Online via MS Teams	Primary Heads and Assessment Leads
Tuesday 29 April 1.00–3.00pm	<b>LSP Church Schools Network</b> Flax Bourton Primary School	Church School Leaders & RE Leaders
Wednesday 30 April 3.30-4.00pm	<b>LSP Secondary Raising Standards Network</b> Online via MS Teams	Secondary Standards Leads
Wednesday 30 April 3.30-5.00pm	<b>LSP Secondary Networks for Maths and MFL</b> Both Online via Teams (link to be sent from Natalie Wilcox)	Secondary Maths and MFL Leads
Wednesday 21 May 3.30-4.30pm	<b>SEND Webinar—Dyspraxia</b> Sign up link to be released shortly	All

## Reminder - Term 5 Primary Moderation Sign Up

We are looking forward to our second round of 2024-25 LSP Moderation Sessions from **Monday 19 May 2025**. The sessions will be held in the English Hub Room, at St Peter's Primary, on the following dates/times:

Date	Time	Year Group
Monday 19 May AM	8.30 - 11.30am	Foundation Stage
Tuesday 20 May AM	8.30 - 11.30am	Year 5
Tuesday 20 May PM	1.00 - 4.00pm	Year 6
Thursday 22 May AM	8.30 - 11.30am	Year 3
Thursday 22 May PM	1.00 - 4.00pm	Year 4
Friday 23 May AM	8.30 - 11.30am	Year 1
Friday 23 May PM	1.00 - 4.00pm	Year 2

Please can you complete the online booking form/ask teachers to book onto the LSP moderation sessions [using this online form](#) as soon as possible (before the end of term if possible) and before **10.00am on Wednesday 23 April 2025**.

Please note the form will need to be completed for each person attending.

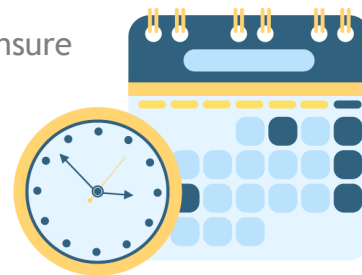
We will then be able to contact attendees directly with times and details of each session. There is an expectation that schools send at least one teacher from each year group and send teachers from mixed year groups to different sessions over the year.

Any questions please email the [Lighthouse Learning Team](#).



# 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).



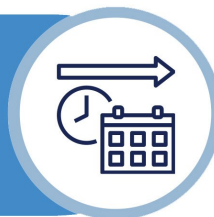
## Key Dates

DATE	INFORMATION	FAO
End of Term 4	Ensure mid-point review 1 is completed for both teachers and school leaders are completed as per Performance Development Policy.	Heads & Leaders
Tuesday 22 April	Deadline to have set initial draft 2025-26 3-year budget.	SBMs & Heads
Tuesday 22 April – Friday 9 May	Window to administer LSP Staff, Parent and Pupil Surveys 2025. Survey links will be sent out to Headteacher by 4 April.	Headteachers
Wednesday 7 May 8.30am-12.30pm	LSP Headteachers' Meeting @ Nailsea Baptist Church	Headteachers
Monday 12- Thursday 15 May	KS2 SATs	All (primary focussed)
Thursday 15 May	Spring Census	Headteachers, SBMs & OMs
19-23 May	Primary Moderation @ St Peter's Primary	Primary Leaders

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



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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)