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Introduction

Dear all,

Whilst we do not have an Ofsted inspection in the Trust this week (after a run of three), SATs and the start of GCSE and A Level exams on top of the usual day-to-day activities across the Trust are keeping everyone very busy. One casualty is no introduction from Gary this week!

Please enjoy this week's bulletin. It includes information on school improvement development opportunities for Headteachers, as well as free music workshops for Year 5 and an upcoming information session regarding the North Somerset Council top-up funding consultation.

I can also confirm that the latest edition of our staff newsletter, The Beacon, will be circulated next week, directly to all LSP colleagues. It is full of trust-wide stories and updates to end the term.

Eleanor Capel-Davies

Head of Administration



Central Team Update - Governance

Over the past few weeks, after considerable consideration and planning, we have been making some changes within the Central Admin Team. Due to trust growth we identified the need for some more capacity to support governance in our schools effectively.

Sarah Cran will be joining my team as our new Lead on Governance from September. Sarah will be leading on the strategic focus and development of governance across LSP, in line with our strategic plan, as well as running CPD and governance advice for the Trust. She will also line manage our Clerks offering guidance when needed. She could be a familiar face to some of you as Sarah has been giving her knowledge and time on a number of our local governing bodies, including Chairing at Chew Valley School, for the past few years.

Chris Hills, currently our Governance Professional, will remain within the Central Team as Clerk to Trustees (alongside his role as Clerk to Governors at Blagdon Primary). We are really pleased that Chris' knowledge and experience in supporting our Board and Members will continue.

I look forward to introducing Sarah to you all in due course, I know she is excited to meet you all and she will be attending the Governance Conference on Thursday 12 June.

Eleanor Capel-Davies, Head of Administration

Primary School Improvement Advisor Opportunity

Do you have the knowledge and skills to support another school in their school improvement journey? Are you interested in learning about how curriculum and pedagogy is applied in another school?

Next academic year we will have 30 primary schools in LSP and we are looking to grow our capacity in the Education Team to ensure that we can provide the very best offer to all of our schools.

We are looking for at least one Headteacher to train as a School Improvement Advisor (SIA) - this is a really exciting opportunity for the right candidate/s to develop a new set of skills and develop further as a leader. The role will involve leading school improvement visits to a given school on a termly basis under the line management of the Director of School Improvement.

In order to be eligible you need to:

- Have been a Headteacher for at least 3 years.
- Be the Headteacher of a school categorised as at least in 'refinement'.
- Have the capacity to deliver 1 day a term of school improvement time to another school.

Successful candidates will receive full training and support as well as a daily paid rate which will be paid to their school. If you are interested in finding more about the role please [contact Neil Lankester, Director of School Improvement](#) by the end of Term 5.

SATs and KS2 Moderation

Thank you for the planning and administration of SATs this week - we know the amount of time this takes to ensure that all pupils are prepared to take the tests.

If you have a administration check from the LA, please remember to [email Janine Ashman](#) and send a copy of the report they complete during their visit.

Headteachers will also receive notification on Friday 16 May if they will be moderated for KS2 writing. Please can you [let Janine know](#) asap if you have been notified you will receive a moderation visit.

If you are chosen for a KS2 moderation visit, we will be hosting additional moderation sessions for Year 6 teachers and leaders to ensure they are as prepared as possible. These dates are also open to schools who are on camp so cannot attend our LSP Year 6 moderation next week. The times and dates for these additional sessions are:

- Wednesday 4 June 1 - 4pm
- Tuesday 10 June 1 - 4pm

We will send further details to schools who are notified they will receive a moderation visit.



2026-27 Term Dates

As mentioned in the bulletin a few weeks ago we outlined the following term dates for all LSP schools for 2026-27:

| | |
|--------|--|
| Term 1 | Thursday 3 September 2026 - Friday 23 October 2026 |
| Term 2 | Monday 2 November 2026 - Friday 18 December 2026 |
| Term 3 | Monday 4 January 2027 - Friday 12 February 2027 |
| Term 4 | Monday 22 February 2027 - Thursday 25 March 2027 |
| Term 5 | Monday 12 April 2027 - Friday 28 May 2027 |
| Term 6 | Monday 7 June 2027 - Friday 23 July 2027 |

A full calendar, including bank holidays, [can be viewed here](#).

These have now been confirmed so you can share with your school communities. INSET Days for 2026-27 are still to be confirmed - this will happen in January 2026.

The Power of Music Workshops from Churchill Music

We have had a generous offer from Churchill Music (a charity that brings professional classical music into village venues in the Mendip area). They are able to provide the Power of Music workshops to Year 5s in four of our primary schools at zero cost. The offer is to all our current and joining schools so you do not need to be located in the Mendips! There is information and a short film [on their website](#).

Please [contact me with any expressions of interest](#) within the week and I'll put you in touch with the people at Churchill Music. If there are more than four schools interested, I'll prioritise based on numbers of Priority Pupils in Year 5.

Gary Lewis, Chief Executive

Browne Jacobson School Leaders' Survey

Browne Jacobson are inviting School Leaders to share their views in their School Leaders Survey. It takes about 10 minutes to complete, and explores some of the latest opportunities and challenges in the sector, including schools exclusions and the expected impact of early years funding on pupils' school readiness.

The survey will remain open throughout May, and Browne Jacobson will share the results with all participants in July. Should you wish to respond, [please click here to access the survey](#).

Upcoming Financial Dates for your Diary

Friday 16 May 2025 - 24/25 Audit Workbooks available in Teams

Earlier than promised the Audit Workbooks will be released, subject to possible changes on publication of the Annual Accounts Direction mid-June 2025. Any changes will be communicated shortly after.

Monday 9 June 2025 - Interim Audit

Please ensure all scanning to PS Financials is complete, this includes Staff Expenses, Invoices (POIN's and PI's). Requests for further information will be sent via separate email with a subject header of AUDIT REQUEST PLEASE TREAT AS URGENT.

Tuesday 1 July 2025 - Fixed Assets Submission

Please submit outstanding Fixed Assets purchased within 24/25 to date via the online form [FAR Additions](#).

Wednesday 9 July 2025 - Purchase Order Day Book Closure

Please communicate to all staff, especially Budget Holders that the Purchase Order Day Book will be closed for 24//25 on 09 July 2025, this also applies to all purchases made on the Credit Card and Amazon. The exception to this will be emergency works/site purchases. Access to Amazon will be restricted to enable clearance of aged invoices in preparation for the year end accounts. Order books will reopen 12 September 2025.

Audit Workbook Sessions via Teams (non-compulsory)

Links for the dates below will be sent out to SBMs in due course.

- 10 July 2025 (2pm - 2.30pm)
- 17 July 2025 (2pm - 2.30pm)
- 04 September 2025 (11 am - 11.30 am)
- 11 September 2025 (11am - 11.30 am)

BACS Paylist Deadline Reminder

A gentle reminder the cut-off for weekly BACS paylists is **Wednesday at noon**. Unfortunately, we are now receiving several paylists that are beyond the deadline, this has resulted in some processes having to be run twice and staff duplicating tasks. The current deadline is in place due to staff commitments, working patterns and availability of approvers.

With recent growth, we have limited capacity to manage the growing number of later paylists and have in some cases had to hold the paylist until the following week for payment. As we are unable to extend the deadline, we therefore ask that if you are unable to meet the deadline, please communicate this to us in advance and defer the payments until the following week. Thank you for your understanding.

Natalie Fear, Finance Manager

NSC Top-up Funding Consultation Meeting

We understand that North Somerset Council will soon issue their consultation on top up funding.

The proposed changes are significant and complex, and we have set up a session to help you to understand the proposals and inform our response.

The session is booked for **Wednesday 21 May, 10.00 - 11.00am** via **Microsoft Teams**. The session will be recorded and shared in the following week's bulletin.

Please use the following link to register to attend the [session](#).

Louise Malik, Chief Financial and Operating Officer



Sustainability and Training

To support each school in further developing their Climate Action Plans, as required by the DfE, we ask you to complete the below form that provides school level detail for your school. This will allow the Central Team to create an updated Climate Action Plan Template which will be provided to all schools for the start of September.

Please complete the form by **Friday 26 June**: <https://forms.office.com/e/6hB02WGKJg>

We'd also encourage schools to look at the following Climate Literacy Training. It's a practical, flexible way for school staff to build confidence in tackling sustainability and start taking action that benefits both pupils and budgets. The training is fully funded and tailored to support the DfE requirement for appointing a sustainability lead for all schools.

Carbon Literacy training for schools, delivered through Let's Go Zero - a great opportunity to equip staff with support for whole-school climate action.

Training sessions (all online):

- Tuesday 10 June 2025 - 3.30pm - 5.30pm
- Tuesday 17 June 2025 - 3.30pm - 5.30pm
- Tuesday 24 June 2025 - 3.30pm - 5.30pm
- Tuesday 1 July 2025 - 3.30pm - 5.30pm

All info and registration here: <https://letsgozero.org/carbon-literacy/> the deadline for sign up is **Monday 19 May 2025**

If you have any questions about your Climate Action Plan or work in this area, please [contact Steph Franklin](#), Hub Estates Lead and Sustainability Officer.





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 19 May 1.00-4.00pm | LSP Primary English Network @ St Peter's Primary School | Primary English Leads |
| Monday 19 May 3.45-5.00pm | LSP Primary English Network Online via MS Teams | Primary Maths Leads |
| Wednesday 21 May 10.00 - 11.00am | NSC Top up funding consultation meeting Online via MS Teams (Click here) | North Somerset Heads, SBMs & SENDCos |
| Wednesday 21 May 3.30-4.30pm | SEND Webinar—Dyspraxia Click here to sign up to this webinar | All |
| TERM 6 (FIRST FEW WEEKS) | | |
| Monday 9 June 1.00-4.00pm | LSP Early Years Network @ St Peter's Primary School | Early Years Leads |
| Monday 9 June 3.00-4.30pm | Trust-Wide DSL Network Online via MS Teams | All LSP DSLs |
| Monday 16 June 1.00-4.00pm | LSP Primary English Network @ St Peter's Primary School | Primary English Leads |
| Tuesday 17 June 1.00-3.00pm | LSP Church Schools Network Online via MS Teams | Church School Leaders |

Sign Up for the LSP Governance Conference

We invite all those within Governance at LSP, including Chairs, Clerks, Trustees and Governors to attend the LSP Governance Conference on Thursday 12 June.

[Click here to sign up](#), and inform us of any dietary or access needs. Deadline to confirm attendance is 10.00am on Thursday 5 June 2025.



LSP
**GOVERNANCE
CONFERENCE**

THURSDAY 12 JUNE 2025

Flourishing Boards

This event is for all LSP Clerks, Chairs, Governors and Trustees - we really hope to see you there!

- 5.30-6.00pm Arrival and networking.
Tea, scones and nibbles will be served
- 6.00-7.30pm: Speakers including Gary Lewis, Adele Haysom and key note speaker Andy Spens who will be talking about Flourishing Boards.

VENUE:
BACKWELL SCHOOL
BS48 3BX

REGISTER NOW
CLICK HERE
TO CONFIRM YOUR ATTENDANCE.

Deadline to sign up is
10.00am on Thursday 5 June.

LSP Writing Units Briefing - Summer Term 2

Our final writing unit briefings of the year takes place on **Thursday 15 May**, from 3.45 - 4.15pm. We will be sharing planning for the following year groups:

Foundation Stage: Martha Maps it Out

Year 1: Leo and the Octopus

Year 2: Dear Earth

We will begin together and then go into breakout rooms for each year group. Please make sure you have the most recent version of Teams to be able to access the breakout rooms.

| | | | |
|---|--|---|---|
| <p>Sum 2: Planning: 28th April Briefing: 15th May</p> |  |  |  |
|---|--|---|---|

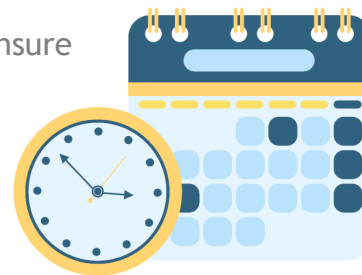
You will need to [register here to attend the briefing](#). We look forward to seeing you on Thursday.

Janine Ashman, Director of Learning



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 |
|-------------------------------|---|-----------------------------|
| 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 Lead- ers |
| Friday 26 June | Deadline to complete Climate Action Plan outline information for Central Estates Team. Click here to access the form you need to complete. | Headteachers, SBMs & OMs |
| Tuesday 8 July | Operational Away Day | SBMs & OMs |



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)



Annual Planner 2025/26

Click to view the Annual Planner for
next academic year (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