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Operational Team Meeting –20 October

Please feel free to [access the recording](#) of the Operational Team meeting that took place this week (Monday 20 October). Please accept our apologies that the first few minutes were not recorded. Discussion [topics and actions are available here](#). You can also access the recording links for previous meetings [here](#).

The next meeting is on Monday 17 November at 10.00am. We welcome your feedback at or ahead of the meeting. Please feel free to share this directly with the [Central Team](#) or with your Hub Business Lead.

School Aged Immunisation (SAI) Programme Survey

The NHS are reviewing the arrangements for school vaccinations services in our area. They are keen to hear views from schools around the current service so please use the following link to provide feedback:

[School Survey link](#) (note: the survey will close on Friday 21 November)



Local Government Pension Scheme (LGPS) Contribution Rates

You may have seen some speculation in the press that there could be reductions in LGPS employer contribution rates due to many schemes now being in surplus. The Avon Pension Fund, however, at only 100.3% overfunded, was the 5th worst in the country (as at 31 March 2025).

Each LGPS administering body undertakes a triennial revaluation exercise. The outcome of the last valuation in 2022 set employer contributions for the period April 2023 to March 2026. The next valuation, taking place this year, will impact contributions from April 2026. After seeking advice earlier this year, we estimated an increase of 0.5% on each school's contribution rate with effect from April 2026 and this is built into your budget.

We believe that Avon Pension Scheme have a policy of keeping a 5% buffer to aid stability and therefore it is unlikely that there will be any reductions in costs until they are over 105% overfunded. We will need to wait for the outcome of the revaluation exercise but are not anticipating that this will generate significant savings at this stage.

North Somerset Rates Review

North Somerset are now issuing all schools with the annual business rates request application.

Please disregard the application request, as we manage this centrally and will make one submission to cover all LSP North Somerset schools.

Schools Budget Support Grant - allocations for September 2025 to March 2026

The DfE have now published actual allocations for the School Budget Support Grant (SBSG) for the period from September 2025 to March 2026. These allocations will be paid to the Trust in November. We have updated a spreadsheet for you to review the latest estimates of SBSG for the whole financial year against the amount currently in IMP. Please ensure that you update these values before your next budget forecast.

You can find the spreadsheet in Foldr:

School Business Managers - Trust Wide - Information for 2025-26 Budgets - Schools Budget Support Grant 2025-26 - updated Oct 2025.

It is the value in column BC that you need to update in IMP for the 2025-26 financial year and allow the value to calculate forward into future years.

Consultation on school funding arrangements for 2026-27 for schools in Bristol

Bristol City Council have issued a [consultation](#) that sets out proposals relating to the implementation of changes to the schools funding regime for 2026-2027 for mainstream schools.

The Central Team have [drafted a response on behalf of all schools in Bristol](#). Please feel free to [share your views](#) on the draft response before we submit it to Bristol on **Thursday 6 November**.

If you wish to make your own response, please send your completed consultation response to BristolDSGmailbox@bristol.gov.uk. Bristol City Council are keen to obtain as many responses as possible to ensure they capture and consider all of your views and options for 2026/27. They request no more than one response per school and responses from Academy Trusts will be counted on behalf of each Bristol school within the Trust.

Further to issuing the 2026-27 school funding consultation document, please see below an invitation and link to two optional Teams briefing sessions, noting if you are interested and available you only need to attend one of the sessions detailed below.

The intention of the briefing is to run through the 2026-27 consultation document and provide you with an opportunity to ask any questions you may have regarding the school funding formula or de-delegation and to enable you to submit your consultation responses.

Briefing 1: Thursday 23 October 2025 - 3.30-5.00pm

[2026-27 School Funding Consultation briefing 1](#)

Meeting ID: 398 350 375 308 3

Passcode: aC9Cd7gc

Briefing 2: Wednesday 5 November 2025 - 3.30–5.00pm

[2026-27 School Funding Consultation 2](#)

Meeting ID: 388 656 303 547 3

Passcode: LX78jQ7c

Consultation on school funding arrangements for 2026-27 for schools in B&NES

Bath and North East Somerset (B&NES) have issued a consultation that sets out proposals relating to the implementation of changes to the schools funding regime for 2026-2027 for mainstream schools. The consultation consists of a [consultation document](#), [appendix 1](#) and [appendix 2](#). Please note that any calculations included in the consultation are for illustrative purposes only.

The Central Team have [drafted a response on behalf of all schools in B&NES](#). Please feel free to [share your views](#) on the draft response before we submit it to B&NES on Friday 14 November 2025.

If you wish to make your own response, please complete [2026-27 BANES School Funding Consultation - Autumn 2025 Response form](#), to return your response to the four questions in the consultation. Please [send any individual responses to B&NES](#). However, please note that B&NES will take the responses received from either representatives from maintained schools or the Trust, but will record the Trust responses as a response for all schools in the Trust. Therefore, our Trust response would be counted as a response from six schools in total. If two responses are received from an individual school and a Trust, then the Trust response will override the school response.



Specsavers Corporate Eyecare

Further to queries raised at the latest Operational Hubs Meeting, we would like to remind you of the Specsavers eyecare scheme in currently available for Lighthouse Schools Partnership employees.

As a reminder, this scheme is recommended for each school to use as an easy and cost-effective way to ensure eye tests and glasses are available for entitled staff as part of health and safety compliance. This scheme is not mandatory though, so do continue with your existing arrangements, if you prefer. Any provision of vouchers or re-imbusement of eyecare claims should be in line with the [LSP Staff Expense Policy 2024, S.16](#).

Please see further information on [what is covered through this scheme here](#).

Click here to view the [Specsavers Corporate Eyecare Booklet](#) and [Self-Registration Quick Guide](#).

The vouchers are available in a prepaid format via the Specsavers eVoucher system. This connects you with the store network and gives you updates on voucher progress and reporting functionality so you can easily manage your orders, you could sign off to the scheme registering an account for your organisations following the link below.

<https://corporate.specsavers.co.uk/Live/CreateNewAccount.aspx>

There are a couple of administration details for you to be aware of:

- This is a prepaid service, so the vouchers are released once payment is received.
- Any order should be of minimum 5 vouchers that you can mix according with your needs.
- Once the vouchers are expired, there is a 60 day period where if you get back in contact with Specsavers, we will re-issue any unused voucher back free of charge for a further 12 months.
- There is no contract or administration fee; you purchase vouchers as and when you need them using the Corporate Credit Card.

Please get in touch with the [Central Finance Team](#) if you require any further information.

Natalie Fear, Finance Manager

Change Management Information Session Recording

Further to the Change Management Information Session that took place on Monday (20 October), the recording of the presentation is available in HR Secure Area under [Change Management](#) along with the templates for the proposal document and the equalities impact assessment.

Further information will be added to this folder over the half term break.

If you have any problems accessing this, please contact the [Central HR Team](#).

Tania Newman, Director of Human Resources





➔ Expression of Interest for Solar on your site

As a Trust, we are committed to looking at reducing our emissions but also reducing schools operating costs. Until now, the major avenue for solar in schools has been through a finance model that would see no capital investment, but then a reduction in the financial benefits.

At this point in time we are not confident that this would provide the long term benefit, or savings, to schools that we are hoping to achieve. We are, however, still interested in exploring other options.

We are keen to explore the idea of schools raising part of the capital to fund the installation of the solar system through fundraising or other methods, alongside a potential contribution from the Trust's capital funding, giving FULL benefits of the savings back to the school.

Get in touch

If you're interested in exploring this idea for your school, then please **email Sustainability Lead, Steph Franklin**, who can discuss the model, and provide further support.



Reminder: Legionella Awareness Site Staff Poll

A reminder to please complete in the Legionella Awareness Site Staff Poll that was emailed to SBMs/OMs on Wednesday 15 October. Once we have all responses, we can look at which date would work best for arranging training. The deadline for responding is **Friday 7 November**.

Please note, if you use WSS for your caretaking service, please don't worry about answering the poll, as the Central Estates Team will liaise with WSS directly.



Aspens Autumn/Winter 2025/26 Menu

Please see poster below for the new Aspens Autumn/Winter menus for schools, which launch in schools from Monday 3 November. Heads & SBMs were emailed the new menus on Monday 6 October. Please ensure that these new menus are shared with parents and uploaded to your school website.

For further details about our Aspens service, including the new Autumn/Winter menus, information on Free School Meals and sustainability, and family-friendly recipes, please click the relevant link or scan QR code in the poster below:



NEW MENU

AUTUMN/WINTER '25



Click below or scan QR code to view the updated Aspens Information on the LSP website:

Primary Information



Secondary Information



Governor Recruitment

How do you go about recruiting new governors or trustees? This is often a question I get asked and where the [DfE's New Effective Governance Resources](#) can help.

The wider you cast your net, the more diverse your search is likely to be, as well as finding governors with the skills your board requires. It's important to remember that boards need a broad set of skills to be effective as well as representation from within the community it serves.

The role of school governors/trustees continues to evolve. The new Leadership and Governance grade under the revised Ofsted framework is a critical grading in terms of the inspection process.

One of reasons why governors often step down early is due to the quality of their induction and training. It is important that an induction process is in place, I would also recommend that new governors are given a mentor or buddy (at least for their first year).

I am developing a range of resources to support your board with the induction process but in the meantime, I am [always on hand](#) to provide advice and support.

Sarah Cran, Lead on Governance

Term 2 - Headteacher's Report to LGB

LGBs should receive a full written report from Headteachers during Term 2.

This will need to include an overview of pay progression and budget implications following completion of teacher appraisal process and UPS applications. This is for LGBs to note only - decisions and confirmation of pay progression has been done directly by the Headteacher and their Line Manager.

Headteachers: The template for the Headteacher's Report to LGB [can be found here](#). This is the same proforma that you should be using/submitting for your line management meetings.

Clerks' Appraisals

This is to inform all clerks that your annual appraisals will be conducted soon. The appraisal process is an important part of my commitment supporting you in your role.

Further details, including schedules and procedures, will be communicated shortly.

Sarah Cran, Lead on Governance

Upcoming Lighthouse Learning Sessions and CPD Networks

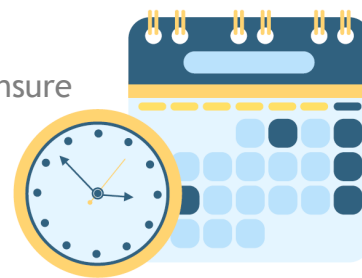
Please email [Lighthouse Learning](#) if you have any questions about the below events. Agendas, Teams links (if required) and other resources will be emailed one week in advance of each network.

The full programme of Lighthouse Learning CPD on offer for 2025-26 can be found on the [LSP website](#).

| DATE | EVENT | AUDIENCE |
|---|---|--------------------------------|
| TERM 2 | | |
| Monday 10 November 3.30-4.30pm | Primary Priority Pupils Network Online via Teams | Primary Priority Pupil Leads |
| Wednesday 12 November 3.30-4.30pm | Secondary Priority Pupils Network Online via Teams | Secondary Priority Pupil Leads |
| Monday 17 November 8.30-11.30am | Primary English Network @ St Peter's Primary | Primary English Leads |
| Monday 17 November 1.00-4.00pm | Church Schools Network @ St Peter's Primary | Church School Leaders |
| Wednesday 19 November 3.30-4.00pm | Secondary Raising Standards Network. Online via Teams (link to be sent from Natalie Wilcox) | Secondary T&L Leads |
| <p><i>Dates later into November/December to be added in due course.</i> Click here to view the full CPD programme for 2025-26.</p> | | |

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 24 October 2025 | Deadline for Teacher and Leadership Performance Development (Appraisals) to be completed. | Heads & SBMs |
| Friday 31 October 2025 | Deadline for Support Staff Appraisals to be completed. | Heads & SBMs |
| Monday 3 November 2025 | INSET day for all LSP Primary Schools | All |
| Thursday 6 November 2025 8.30am onwards | LSP Headteachers' Meeting @ Nailsea Baptist Church | Headteachers |
| Friday 7 November 2025, 10.00 am | Deadline for schools to return teaching and leadership pay progression spreadsheets to the HR Secure Team channel. | Heads, SBMs & HR Leads |



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 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