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Confirmation: INSET Days 2026-27

Most schools have now confirmed to the Central Team their INSET Dates for 2026-27.

Please feel free to now confirm these with your staff and parent community.

Here is a reminder of the key dates for you:

| | |
|---|---|
| <p>2026-27 Term Dates for all LSP Schools</p> <ul style="list-style-type: none"> • 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 | <p>Primary INSET/ Trust Training Days</p> <ul style="list-style-type: none"> • Thursday 3 September 2026 • Friday 4 September 2026 • Friday 20 November 2026 • Friday 15 January 2027 • Monday 22 February 2027 (Trust Training Day) • + one further date of school choice |
| | <p>Secondary INSET/ Trust Training Days</p> <ul style="list-style-type: none"> • Thursday 3 September 2026 • Friday 4 September 2026 • Friday 20 November 2026 • Monday 22 February 2027 (Trust Training Day) • + two further dates of school choice |

Important Notes:

- On **Friday 4 September** training is being organised for Primary Teaching Assistants on the new Learning Partners model. This is for all TA/LPs in schools moving to the model from September 2026, plus those who have recently joined previously trained schools. This means you will need to ensure any statutory training and important updates are delivered to all staff on Thursday 3 September.
- **Monday 22 February 2027** is a Trust Training Day - it is not an INSET day (it is a normal working day for staff) which is important for contractual reasons (especially for part time and support staff).

Reminder: Primary Heads' Meeting

A reminder that there is an online Primary Heads' Meeting tomorrow (Thursday 5 February) from 9.30-10.30am.

You have already been sent the MS Teams link for this session.

The Central Education Team look forward to seeing you all.

Policy Publication: Health, Safety & Welfare Policy

Following consultation and Trustee ratification the trust-wide Health, Safety and Welfare Policy has been updated and published. As this is such a large and important document is it made up of multiple parts:

- Part 1: Statement of Intent (also published on [LSP website](#))
- Part 2: Organisation (internal trust document outlining responsibilities of key personnel within the organisation and the strategic systems and procedures in place)
- Part 3: Arrangements (internal trust document provides a high-level summary of the main areas of health and safety activity across the Trust)
- *Part 4: LSP Site Handbook—to follow*

All of these documents can be found [on Foldr](#):

LSP Policies\Operational Policies\Health, Safety & Wellbeing (January 2026 onwards)

This policy has been written so that it applies to all school within LSP to minimise workload for schools (for example it does not need to be personalised for your individual setting).

Actions required:

Please share Parts 2 and 3 with all school staff, and ensure that key staff (SBMs/OMs, Site Staff, SLT etc) have access to these documents by Monday 2 March 2026.

If you have any questions please speak to your Hub Estates Lead or contact the [Central Estates Team](#).



Policy Publication: Data Protection and Freedom of Information Policies

Following a review and Trustee ratification the Trust-wide Data Protection and Freedom of Information Policies have been updated and published.

Data Protection Policy

The Data Protection Policy has been updated in accordance with the Data Use & Access Act 2025. This can be found on the [LSP website](#) and [Foldr](#):

LSP Policies\Operational Policies\Data Protection Policy and Appendices January 2026 onwards

Schools do not need to upload this document to their websites, providing they already have a link to the [LSP Policies page](#).

Changes in the law mean that we are now required to support individuals who want to make complaints about how we use their personal information. Our policy has been updated to include this information, including providing an electronic complaints form. We also have to acknowledge complaints within 30 days and respond to them 'without undue delay'. A link to an electronic form has been added to section 17 of the policy, any complaints will go to dpo@lsp.org.uk in the first instance. A paper version of the complaint form can be found in Appendix 4 of the policy.

This process sits separately to our Complaints Policy.

A Data Protection Complaints guidance document is available in Foldr (same link as above.)

Please note: Whilst there have been no material changes to the privacy notices (appendix 6-13) Schools should still carry out an annual review of their privacy notices in September; checking they have been displayed/made available in the appropriate places and that school specific information is still accurate.

Freedom of Information Policy

This can be found on the [LSP website](#) and [Foldr](#):

LSP Policies\Operational Policies

Schools do not need to upload this document to their websites, providing they already have a link to the [LSP Policies page](#).

No further action is required apart from ensuring that you are referring to the correct version of these policies and have the privacy notices in place.

If you have any questions about either of these policies please contact the [Central Trust Services Team](#).

Template Communications: Organisational Change Context

You will remember, [back in Term 2](#), we shared a number of template communications with schools which could be used to inform your school communities of your current financial situation. The hope was when structural or curriculum changes were announced further down the line, they would be aware of the context and be more understanding of why the new ways of working are required.

We have created a further letter, which we feel could be shared with all staff, to coincide with the beginning of organisational change in most of our schools.

The letter explains some of the key changes being implemented in many of our schools, for educational and/or financial reasons as well as further context on the financial pressures we face as a Trust.

The template letter has been uploaded [to Foldr](#): *LSP Communications\LSP News Bulletin\2025-26\Template Communications - financial situations*

Schools are encouraged to share this letter with staff, including those schools who may not be undertaking organisational change at this current time, so colleagues are aware of why challenging decisions are being made by leaders across LSP.

If you have any questions about this latest letter please do not hesitate to contact [Eleanor Capel-Davies](#), Head of Administration.



Government Regulations in branded uniform items

From September 2026, new [Government statutory guidance on school uniform](#) will take effect, limiting the number of compulsory branded items to three (primary) or four (secondary, if one is a tie). This is to help reduce costs for families.

Schools and Local Governing Bodies are therefore encouraged to begin preparing now by reviewing existing uniform policies, confirming any changes as soon as possible, and ensuring suppliers are given adequate notice ahead of the next production cycle. Time will be suggested on the Term 4 and 5 LGB agendas to cover this. These steps will help ensure full compliance with the new statutory requirements and support families in accessing affordable uniform options.

The Department for Education requires schools to have a Uniform Policy (this is wider than just your uniform expectations). The Central Team are working on a template policy for our schools, which can be adapted for your setting. We will update you all as soon as this is available.



The Beacon - Parents' Edition

Further to our [most recent edition of the Beacon](#), which was emailed out to all staff last week, we have created a parents/carers' version of The Beacon, which includes news stories and updates from across the trust.

Headteachers will be emailed the direct link to this Parents' Edition of The Beacon later today - please can you ensure you include this in upcoming communications to parents. Thank you to all those who have submitted articles for The Beacon so far this year - it's great to be able to share news from across all of our schools.

Leah Evans, Communications Officer

Internal Audit Programme 2025-26

The themes for this year's internal audit programme have been determined by the Trustees Audit and Risk Committee, in line with the Trust's Risk Register. The themes for this year's programme are Budgetary Control and Cyber Security. The schools identified to participate in the programme are determined through a risk matrix. This takes into consideration factors such as change of key staff (Head, SBM, Chair of Governors, etc), the number of recent audits and the school's financial position.

The budgetary control audits are being undertaken by Stephanie Panagi from Westcotts. The audits will have a particular focus on multi year financial planning and will take place via Microsoft Teams. Stephanie will be in contact later this week to arrange a convenient date, for the week commencing Monday 9 March, and to provide details of the areas to be tested, along with any information to gather. Stephanie's email address is: stephanie.panagi@westcotts.uk. The schools selected for budgetary control audits are:

- Fishponds Primary School (supported by your Centralised Service Finance Business Partner)
- Horfield Primary School
- Winford Primary School
- Yatton Infant and Junior Schools

The Cyber Security Health Checks are being undertaken by One West. The areas covered during the Health Check will be:

- Organisational Governance
- Boundary Firewalls and Internet Gateways
- Secure Configuration
- Device Locking
- Security Update Management
- Password Based Authentication
- Malware Protection
- User and Administrator Account Manager

The Cyber Security Health Checks will be carried out in Terms 4 and 5 and One West will contact you directly to book. For primary schools, we would suggest it is booked for a time when your 2IT technician is on site so that they can support you. Trust Services will attend for SLA schools. The schools selected for Cyber Security Health checks are:

- Bishop Sutton & Stanton Drew Primary School (supported as part of the Centralised Service by Trust Services)
- Easton Primary School (supported as part of the Centralised Service by Trust Services)
- Churchill Academy and Sixth Form

Police CyberAlarm emails

We're aware that some schools have received (or may shortly receive) an email relating to Police CyberAlarm (PCA). Whilst all schools were registered for PCA, the software application was not installed, and no school data is held by PCA. Therefore emails relating to this can be disregarded.

GOVERNANCE UPDATES

Reminder: Clerks' Forum

A quick reminder that the Clerks' Forum takes place this week:

Thursday 5 February at 7pm or Friday 6 February at 10am

Teams links have already been emailed out. You only need to attend one of the available dates. The session will be informal and is simply an opportunity to catch up and share how things are going.

If you would like anything added to the agenda, please feel free to get in touch with [Sarah Cran, Lead on Governance](#).

Term 4 LGB Agenda

The Term 4 agenda template is now on the LSP Governance SharePoint. You will find a draft agenda as well as notes to support the meeting below. You will find example challenge questions for chairs/governors within the notes.

[LGB Agenda Term 4 2026.docx](#)

[Notes to support Agenda Term 4 2026.docx](#)



Upcoming Lighthouse Learning Sessions and CPD Networks

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

Governance CPD: Ofsted Preparedness

Thank you to those who attended the Lighthouse Learning Governance CPD session on Ofsted Preparedness, with Neil Lankester Director of Primary, on Thursday evening.

[Click here to view the recording of the session.](#)

A reminder that the full programme of Governance CPD can be found on the [LSP website](#), as well as the reminders we provide in the LSP Weekly Bulletin.

First Aid Training

Golden Valley Primary School is hosting accredited Paediatric First Aid training on Monday 23 and Tuesday 24 February. If you have any EYFS (or nursery) staff who require training, Golden Valley Primary School can offer a space for £100 per person.

Golden Valley will also be hosting an accredited Emergency First Aid at Work training on Thursday 7 May and the cost is £60 per person if any schools would like a space.

Please email office@goldenvalleyschool.co.uk to request a space on either of these courses.

Upcoming NAHT School Leaders Regional Conference

The NAHT School Leaders Union have announced the details for their upcoming regional school leaders conference:

- Date: Tuesday 24 March
- Venue: University of Bristol
- Audience: Headteachers, executive leaders, MAT leaders and Chairs of Governors (members and non-members welcome)

Topics covered at the conference will include SEND review, Ofsted updates, curriculum review, and more.

[Click here for an overview & event details.](#)

Team Teach Training: Demand for additional L2 courses

You will be aware that we work with Elementa to deliver Team Teach Training to schools with-in LSP.

We are already running a comprehensive programme of different levels of this training, but have had enquires regarding the possibility of offering additional L2 Team Teach courses in the coming months.

We currently have the following L2 Team Teach training planned ([click here](#) for the booking form for these programmes):

- Level 2 Refresher: Thursday 12 February, Monday 1 June, Tuesday 29 September
- Full L2 programme: 13 and 22 October 2026

If you have staff who need to undertake L2 Team training in the coming months please can you [complete this form](#), by 10.30am on Monday 10 February, outlining the requirements you have.

If we have enough interest we may be able to organise additional training sessions – we will keep you informed.

Upcoming CPD for Governors

Please see below upcoming CPD sessions available for Governors. Clerks, please share this with all Governors in your LGB.

| DATE / TIME | EVENT | LINK |
|-------------------------------------|---|---|
| Wednesday 4 February 5.00-6.30pm | <p>Reorganised—SEN for Governors</p> <p>Online webinar for all LSP governors looking at SEN provision in LSP schools and how this can be supported and challenged by the LGB.</p> <p><i>Originally scheduled for 4 December 2025</i></p> | <p>Click here to sign up for this webinar</p> |

A reminder that the full Lighthouse Learning CPD for Governance Programme can be found [on our website](#).

Bath and Wells Diocese Governance Training and Events

Please see the Governance Training and Forums information below, which should be shared with your schools LGB:

| DATE | EVENT | BOOKING LINK |
|--|---|--|
| Tuesday 10 February | Foundation Governors Spring Forum | Further info and booking |
| Wednesday 25 February | Clerks Spring Forum | Further info and booking |
| Tuesday 3 March | Trustees Spring Forum | Further info and booking |
| Wednesday 11 March <u>or</u> Thursday 12 March | School Leaders and Parish Partner Conference 2026 | Further info and booking |
| Thursday 26 March | SIAMS for Schools | Further info and booking |
| Tuesday 28 April | New Chairs of Governors Training | Further info and booking |
| Tuesday 5 May | Church School Governance* for Renewing Foundation Governors | Further info and booking |
| Tuesday 12 May | Church School Governance* for new Members and Trustees | Further info and booking |
| Tuesday 19 May | Church School Governance* for new Foundation Governors | Further info and booking |

*Church School Governance: Please note, this course is required if you are a new Foundation Governor/ Trustee or Member or if you are renewing your term as a Foundation Governor.

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