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Introduction

Dear Colleagues,

I'm conscious that we are just about to plunge into SATs and exams season. Our Central Team enjoyed seeing the Year 11 pupils at Gordano in their fancy dress for their 'leavers day' yesterday. The sights and silliness of that event have long been a way to sublimate the pressures and stresses of exam season into something enjoyable and supportive. It is one of those many examples of a school behaving as a community and not an organisation.

That same community spirit drives so many of our successful behaviours. In last week's introduction I expressed my thanks for the way that Richard Riordan and others had rallied around Horfield who were short of leadership capacity. Richard was able to be released as his colleagues in school cheerfully stepped up and his governors supported the secondment. We have seen the same generosity from Victoria Reyes and Martin Gosden in releasing Abbie Murray to move from Whiteoak to St Mary Redcliffe Primary. That same 'trust community' concept drives our Secondary Heads who immediately support each other with negotiated transfers when a young person needs a fresh start.

1st September 2026 will be our 10th birthday and we have so much to celebrate. We are such a different trust to the organisation that we envisaged back in 2010. We have evolved in a way that we couldn't have planned and have gone from an enterprise aimed at replacing local authority services, but leaving schools very much to their own devices, to a Trust with a clear concept of the things that we can do more powerfully together and a desire to pile in the support when any school faces difficulties. The later element is based in attitude more than planned capacity and that speaks volumes. To celebrate the 10 year milestone we are planning a year of events and opportunities for pupils rather than a 'warm white wine' celebration. I'll be talking to Headteachers about this tomorrow (Thursday 7 May) at our meeting.

Lastly, congratulations to Carl Hornsby on his appointment as Headteacher at Horfield CofE Primary from September 2026. I am sure that he will be just as successful there as he has been at Whitchurch. We are opening an internal advert today on iTrent for the Headship at Whitchurch (see below).

With best wishes,

Gary Lewis, Chief Executive



Vacancy: Headteacher

We are currently advertising for the role of Headteacher at Whitchurch Primary School.

This is due to the current post holder, Carl Hornsby, being appointed as Headteacher of Horfield CofE Primary School from September 2026.

More details on this post, including how to apply, can be [found here](#).

Please feel free to share this with any colleagues who you feel could be interested.

Reminder - Draft LSP Term Dates 2027-28

[Click here](#) to view the proposed Term Dates which would apply to all LSP schools for the 2027-28 academic year.

If you have any comments/views you would like to be considered on the dates that are being proposed for LSP schools in 2027-28 please email enquiries@lsp.org.uk with your thoughts by 3.30pm on Friday 8 May.

LSP Parent and Pupil Surveys—next steps

As you are aware the window for parent and pupil surveys closes on Friday (8 May). Thank you for all your assistance in gathering responses so far.

Headteachers will be sent their results, and summary analysis, by Friday 5 June at the latest - please bear with us as your dashboards are created. As you are aware we are using a new survey platform this year- your results will be sent to you via a unique weblink to the responses for your school.

Any questions please do not hesitate to [get in touch](#).

Leah Evans, Communications Officer



Policy Consultation: Long Service and Retirement Award & Requesting Time to Train Policy

The following Trust-wide policies have recently been reviewed and are being shared today for consultation/feedback. Copies have also been shared with Unions. The Policies can be [viewed on Foldr](#):

Foldr / LSP Communications / Consultations / HR Policies May 2026

Long Service and Retirement Award - Reviewed as per policy schedule. No changes have been made to the offer(s) contained within this policy, some small wording/layout changes have been made (see track changes). Feedback on the offer(s) to staff outlined in this policy can be provided as part of this consultation.

Requesting Time to Train Policy - Reviewed as per policy schedule. Again, no changes have been made to the offer(s) contained within this policy, some small wording changes have been made (see track changes). Feedback on the offer(s) to staff outlined in this policy can be provided as part of this consultation.

Please email any comments you have about these policies to enquiries@lsp.org.uk by 9.00am on Friday 22 May 2026.





Changes to FSM eligibility from September 2026

From the start of the 2026-2027 academic year, the DfE is delivering an expansion to Free School Meal (FSM) eligibility to include all pupils from households in receipt of Universal Credit. We are awaiting clear guidance from the DfE, but based on what has been shared already and information emerging from Local Authorities, this is a summary of what we know so far:

There will be 2 categories of free school meals:

- ‘Targeted FSM’, which continues to be based on the existing £7,400 income threshold; and
- ‘Expanded FSM’, which will apply to meals only, covering pupils who do not qualify for Targeted FSM, but who are in households in receipt of Universal Credit.

Benefits linked to free school meal eligibility, including Pupil Premium, will only be available to the Targeted FSM cohort. As a result, where allocations are calculated using October 2026 and January 2027 census data, only the ‘targeted’ FSM cohort will be included in the calculations.

Transitional protection is ending at the end of July 2026. This means that all pupils currently on transitionally protected FSMs will need to be reassessed before the October 2026 pupil census. North Somerset Council have indicated that they are currently unsure of when the DfE checker will be up and running to perform the checks. The DfE will issue further guidance in due course but does not appear to expect rechecks of eligibility to be carried out more than once a year to prevent families from experiencing any sudden loss of entitlement during the school year.

Please note that if parents do not reapply over the summer break, their FSM entitlement will end. Parents of new Reception pupils will also need to apply in the summer break.

Schools will need to heavily promote this with our families before the summer break to ensure that there isn’t a significant drop off in entitlement or funding. The Central Team will ensure that something is included in the Parents’ Edition of The Beacon in July, but schools will need to ensure that effective communications are also sent out via normal school communication channels next term.

We will update schools as more information becomes available.



Key Audit Dates and Information

As with previous years, we share the key dates ahead of the audit to allow schools to prepare for the process and alert budget holders to the closure of the Purchase Day Book. This year the last day for placing Purchase Orders, Amazon Orders and Credit Card purchases has been set as **4.00pm Friday 10 July 2026**. Please ensure that you communicate this well in advance to your budget holders to avoid any disappointment and delay. These dates are in place to ensure that we can meet the deadlines set by our auditors. Emergency purchases for site equipment and services etc can be placed using a credit card however please seek approval from the Central Finance Team for those purchases after this deadline (10 July).

Key Dates	
01/06/2026	Schools to issue Budget Holders with notice of closure of Purchase Order Book 10/07/2026 (4pm) no further Purchase Orders, Credit Card or Amazon purchases to be made unless approved by the Central Finance Team. PLEASE NOTIFY BUDGET HOLDERS IN ADVANCE.
01/06/2026	- Final audit workbooks issued to schools
29/06/2026	Interim Audit (Mon-Fri)
01/07/2026	Year to date fixed asset entries to be submitted
09/07/2026	Audit workbook drop in session via Teams (2:00pm - 2:30pm)
10/07/2026	Last date for purchase orders, Amazon and credit card orders to be raised (with exception of emergency/site purchases)
16/07/2026	Audit workbook drop in session via Teams (2:00pm - 2:30pm)
02/09/2026	First payment run of the year - Please include as many 25/26 invoices as possible
03/09/2026	Funds workbook issued to schools
03/09/2026	Audit workbook drop in session via Teams (11:00am - 11:30am)
09/09/2026	Final 25/26 payment run prior to closure - Please include as many 25/26 invoices as possible
10/09/2026	Audit workbook drop in session via Teams (11:00am - 11:30am)
11/09/2026	Initial August forecast report available in IMP for review
11/09/2026	25/26 period closure at midday - Any further 25/26 invoices should be entered as 01/09/2026, 2026/27.01
11/09/2026	26/27 Purchase Order books open
18/09/2026	Audit workbooks to be submitted by midday via Teams
18/09/2026	Absolutely no further input to PSF relating to 25/26 including journals - closure midday
02/10/2026	Central team to input year-end schedules to PSF
02/10/2026	End of Day - updated August forecast report, including schedules available in IMP for review
13/10/2026	Deadline for schools to raise queries after review of monitoring report and deadline for adjustment requests to the central team
13/10/2026	Funds workbook to be submitted via Teams



Playlist Deadline

We wanted to highlight the importance of meeting the Playlist Deadline every Wednesday at noon, especially at the end of this month. We will have a shortage of bank approvers during the last two weeks of May therefore it is essential that the playlists are submitted on time so that approval can be made in time. If the deadline is missed the playlist will not be processed until w/c 1 June 2026.

The playlists must be fully authorised and signed by two school approvers; without full approval the playlists cannot be processed.

Thank you for your co-operation.

Natalie Fear, Finance Manager

Version 7 PS Financials Weekly Playlist Process

Thank you for all those that attended the training, watched the recording or are following the guidance. The number of queries we were expecting was significantly reduced with your support. We have noticed that a few schools are struggling with the weekly payment process and not following the guidance fully. We would like to highlight that once you have selected all the payments that you want to include on the playlist please click **SAVE DRAFT**, and **DO NOT CLICK VERIFY**, please do not take any further action. Some schools are taking it a step further and clicking verify which then causes processing issues for the Central Finance Team. If you are in doubt, please do [contact us](#) and we can walk you through the process.





Bromcom Guidance: Census, Admissions & End of Year Processes

Summer Census

Just a reminder of the previous information circulated regarding the summer census.

For those schools who have yet to undertake a census return within Bromcom, we would strongly advise planning some time for training in the lead up to the preparations for the May census (Thursday 21 May) return. The process is a little different within Bromcom but there is support available, including a full guide to work through, which is now available within the Bromcom documentation centre. Please follow the link below:

[Summer 2026 School Census Homepage - Bromcom - Documentation Centre](#)

There are also several courses available within the training platform for staff to assign to themselves.

Additionally, [within Foldr](#) (*School Business Managers/ Bromcom/ Guides/ Census Information*), we have placed a file called **Census Common Errors**, which includes some resolutions regarding common errors seen during the Spring census. It would be advisable to check this as there appeared to be a couple of places where the SIMS and Bromcom information was held slightly differently.

Admissions

As reception places having been allocated, please see the pre-admissions guidance below. There are webinar recordings to watch if needed.

[2026 Admissions - Bromcom - Documentation Centre](#)

End of Academic Year

For those thinking ahead to the new academic year and the end of year processes required to be undertaken, these guides will shortly be available within the Bromcom documentation centre. The link below takes you to the relevant page. The guide currently available is for 2025 but you may find it useful to have a look through in preparation for this year's version which will be published in due course.

[End of Year Guidance - Bromcom - Documentation Centre](#)



ParentPay: New Pupil Process

If any new pupils join the school and are added to Bromcom, ParentPay have confirmed that these pupils need manually adding to ParentPay via the following actions:

People > uploads > 'upload pupil data'

Aspens Client Survey

Schools should have received a survey regarding Aspens (sent by Goldvision). If you are able to complete and submit your feedback, Aspens would be very grateful. All responses received feeds back into the services provided to schools so it's a good opportunity to put forward any thoughts you may have. If you have not yet received the survey from Aspens, please check your spam/junk mailboxes.

Freedom of Information Request: Extremist Ideology

Several LSP schools have reported a Freedom of Information (FOI) request regarding the provision of number of reported incidents related to extremist ideology in schools since 2022. Full details of the incidents to be considered are within the email along with preferred way of formatting the information.

The Trust does not hold this information centrally so if schools receive this FOI request, they should reply to the requester directly with the relevant information or confirming there is nothing to report if that is the case.

Please [click here](#) for the FOI email templates with suggested wording.

Increase in electricity charges - estimated budget costs

Following on from the information last week as to increases in electricity costs, please find the breakdown on cost increases per meter. We have estimated the uplift in your costs between May and end of September based on your estimated usage. This can be found on Foldr:

School Business Managers \ Trust Wide \ Information for 2025-26 budgets \ LSP British Gas Cost Changes May to Oct 26.xlsx

If you have any further questions then please [contact Steph Franklin](#).



Staff Absence Insurance Renewals

The timescale and actions required to renew the Staff Absence Insurance Scheme for September 2026 was emailed to all schools on Friday 1 May. Please ensure you read and make a start on the actions to ensure the renewal is as smooth as possible. If you have not received the email or have any queries, please do not hesitate to [get in touch with Trust Services](#).

Data Protection - DPO Follow Up Calls, DPIAs and RoPAs

DPO Supportive Audit Follow Up Calls

Most schools now have their final DPO Follow Up Call scheduled for Term 5 or 6. In advance of the call, please review the outstanding actions on iAM Compliant for your school and progress as many as possible. Following the call, you'll receive a final DPO report for the year, which will include your 2025/2026 data protection audit score. Once the report is finalised, we'll add a copy (and any new actions) onto iAM Compliant for you. As you know, the Central Team is working on some of the IT related actions, and notes to that effect have been added to the relevant actions on iAM Compliant. (Note, schools that had an on-site visit this academic year will have their Follow Up Calls next year).

DPIAs

Please review the Data Protection Impact Assessment (DPIA) Allocations list ([click here](#)) which has been updated to reflect recent changes, and complete any DPIAs that have been allocated to your school. If you need any advice while completing a DPIA, One West will be able to support you (please contact One West at: i-west@bathnes.gov.uk). If you have any DPIAs that have been completed or substantially completed, please send these to One West as soon as possible for their review. Once DPIAs have been reviewed and finalised with One West, please add these to your school Teams folder and the 'DPIA Library' within the general folder in the 'RoPAs and DPIAs' Teams.

RoPAs

The DPO calls have identified that not all schools have completed their Record of Processing Activities (RoPA). **If you have not yet completed the RoPA for your school, please ensure that you do so by the end of Term 6 at the latest.** As a reminder there is a final DPO Drop-In Call scheduled for 24 June from 11.00am-12.00noon. You may wish to use this time to work on your RoPA, so that you can ask any questions of One West in real time.

If you have any questions about the above, please [contact Trust Services](#).



Save the Date - LSP Governance Conference 2026

A reminder to ensure you have the date for this year's LSP Governance Conference in your diaries.

This is taking place on Thursday 18 June, in the evening, at Backwell School (BS48 3BX).

More details, including sign up instructions to come in the next few weeks.

We are looking forward to seeing you there!





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](#).

DATE	EVENT	AUDIENCE
Term 6		
Monday 8 June 1.00-3.00pm	Early Years Network In Person @ English Hub, St Peter's Primary	Early Year Leads
Monday 8 June 3.30-4.45pm	Primary Assessment Network Online via MS Teams	Primary Assessment Leads
Monday 8 June 3.30-4.45pm	Trust-wide DSL Network Online via MS Teams	DSLs
Monday 15 June 8.30-11.30am	Primary English Network In Person @ English Hub, St Peter's Primary	Primary English Leads
Monday 15 June 1.00-4.00pm	Church Schools Network In Person @ English Hub, St Peter's Primary	Church School Leaders
Wednesday 17 June 3.30-5.00pm	An Introduction to Maximising the Impact of Learning Partners with Sally Franklin Online Webinar via MS Teams	All teachers & SLT in schools moving to Learning Partners in September 2026
Thursday 18 June	LSP Governance Conference In person at Backwell School	Chairs, Governors, Trustees and Clerks
Monday 22 June 3.30-4.30pm	Primary Priority Pupils Network Online via MS Teams	Primary Priority Pupil Leads
Monday 24 June 3.30-5.00pm	Practical Strategies for Maximising the impact of Learning Partners with Suzy Divine Online Webinar via MS Teams	All teachers & SLT in schools moving to Learning Partners in September 2026

The rest of the Term 6 events will follow in due course.



SEND Webinar: Successful Scaffolding & Scaffolding for Success

All LSP staff are invited to join this upcoming SEND webinar, hosted by Suzy Divine, Lead Teacher for SEND.

[Click here to book your place.](#)

SEND WEBINAR



'Successful Scaffolding and Scaffolding for Success'

Led by Suzy Divine, Lead Teacher for SEND

WEDNESDAY 20 MAY 2026 3.45-4.45PM

All Lighthouse staff are invited to join this upcoming SEND webinar.

This session will focus on:

- Scaffolding principles for SEND
- Planning for scaffolding and scaffolding for success
- Scaffolding strategies and practical adaptations in the classroom

The session largely draws on examples from KS1-3, but the practical strategies can be adapted for any age group.

(NB: Some schools have had the face-to-face version of this training, so this will be a repeat for them, but will be suitable for members of staff who were unable to attend).

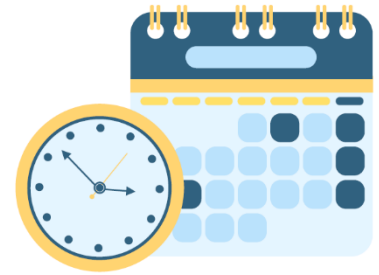
This session will be recorded and will be made available for a limited time after the event. Please have smart devices available to take part in any interactive sections.

BOOK YOUR PLACE

KEY LINKS, DATES & DEADLINES



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



DATE	INFORMATION	FAO
Thursday 7 May	Headteachers' Meeting. Nailsea Baptist Church from 8.30am	All Heads
11 - 14 May	KS2 SATs	All (Primary focused)
5.00pm on Friday 15 May	Deadline to respond on Annual Support Fund Consultation. Comments and feedback should be emailed to enquiries@lsp.org.uk	Heads, Chairs & SBMs
Thursday 21 May	Summer Census Date	Headteachers & SBMs/OMs
9.00am on Friday 22 May	Deadline to provide any comments and feedback on Requesting Time to Train and Long Service and retirement Award Policies.	All
18 - 22 May	Primary Moderation @ St Peters	Primary Headteachers





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