



**PROPOSAL
FOR
THE FEDERATION**
of
West Bridgford Infant School
and
West Bridgford Junior School

15th December 2025

Contents

- Proposal to Federate
- Appendix A: Frequently Asked Questions
- Appendix B: Consultation Response Form

PROPOSAL TO FEDERATE

SUMMARY

West Bridgford Infant School and West Bridgford Junior School have been working within a formal collaboration following the appointment of James Willis as Executive Head Teacher, responsible for both schools on 1st September 2024. Much has been done since then to strengthen the links between the two schools by sharing expertise, resources and facilities. During this time, oversight of the progress of the collaboration has been delegated to a Joint Collaboration Committee who have met termly and then reported back to each full governing body. The governing bodies of both schools have agreed to put forward a proposal to formalise that close working relationship by establishing a federation of the schools under the leadership of the Executive Head Teacher and with a single federated governing body overseeing the two schools.

The proposal – for a federation – is a legally binding arrangement, which governors consider will further enhance the educational and extra-curricular opportunities for children in both schools, strengthen the leadership and management structure and enable both schools to maximise the use of shared resources. We believe that a federation will support more efficient working and remove unnecessary duplication of work in all aspects of school life; federation will also allow senior leaders to concentrate on the key aspects of their work, so strengthening the management of and teaching in the two schools. This document sets out the detail of the proposal and how we think the federation will work. It sets out what federation would mean for children, parents / carers, staff and the wider community.

This proposal document, together with a set of **Frequently Asked Questions (Appendix A)** and a **Consultation Response Form (Appendix B)** form part of a six week consultation period which starts on 15th December 2025 and ends at 12 noon on 26th January 2026 during which time we are seeking the views of everyone who has an interest in the schools. We will be holding open sessions for parents / carers to ask questions of staff and governors. Stakeholders are invited to give their views using the Consultation Response Form attached to this document.

At the end of the consultation period the governing bodies of the two schools will make a final decision on whether to federate, taking into account everyone's views and comments.

Governing bodies will inform the Secretary of State for Education and the Local Authority of their decision and will also inform other interested parties at the same time.

If the decision is made to go ahead with the federation, the governing bodies will set in motion the administrative arrangements to allow the federation to be created. It is envisaged that the federation would be established on 1st September 2026.

If, at the end of the consultation period, the decision taken is not to proceed with the federation, it would be the governing bodies' intention for both schools to continue as currently, under the executive head teacher but with separate governing bodies.

What is proposed?

The proposal is for a federation whereby the schools will work together under a single governing body which can share resources and expertise across the schools and work to raise standards and improve the offer to pupils. The governing bodies believe that federation will secure strong and stable leadership in the schools, continue the drive to raise standards and ensure a wide range of curriculum and other activities are offered to the children.

Through federation and collective endeavour our schools aim to:-

- Improve the outcomes for all children.
- Further enhance teaching and learning through shared expertise and resources so that children achieve well in our schools.
- Promote equality, shared values and shared ethos across the federation.
- Provide opportunities for children to broaden their life experience and increase aspiration.
- Ensure quality and rigour in teaching and learning.
- Strategically develop all staff and governors across the federation.
- To share leadership arrangements and senior leaders across the federation.
- Create opportunities for financial and management efficiencies.
- Preserve the unique nature, features and strengths of each school.

Many of the characteristics of a federation already exist in the management and teaching styles of West Bridgford Infant School and West Bridgford Junior School as a result of the close working relationship developed between the two schools and by the appointment of an Executive Head Teacher in Autumn 2024.

What would stay the same?

- Each school will remain a separate school on its existing site, keeping its own name.
- Each school will retain its own vision, identity and uniform. Any changes to this will be subject to consultation with governors, staff, parents and pupils.
- The Executive Head Teacher will continue to lead the schools, supported by at least one School Leader in each school.
- A single School Improvement Plan will continue to operate across both schools but with some contextually appropriate actions for each school i.e. EYFS.
- Each school will have its own separate budget.
- Each School will have its own DfE Reference Number.
- The Admissions Authority (Nottinghamshire County Council) and admissions arrangements will stay the same.
- Each school will complete its own Self Evaluation Form.
- Each school will have separate OFSTED inspections.

What would change?

- For legal purposes, the schools would be known collectively as West Bridgford Primary Federation.
- A single Federated Governing Body would be created with representation from both schools.
- Statutory and other policies and procedures would be standardised across the schools where possible.

This is not a proposal to create one school or a pathway towards joining a multi academy trust.

The two schools would remain separate and continue under the leadership of the Executive Head Teacher.

What would federation mean for children?

- A consistent approach to teaching and learning for all children.
- Increased capacity to meet the needs of children through sharing of knowledge and resources.
- A consistent approach to expectations of behaviour, both in and out of the classroom.
- More opportunities to enrich the children's learning experience.
- The opportunity for more combined activities, e.g. art week, community food festival.

What would federation mean for parents?

- The sharing of best practice among teachers and governors.
- A common approach to teaching and learning throughout both schools.
- A shared ethos, with common approaches to behaviour expectations along with the continued support and care of pupils.
- Consistency of communication and policies.
- The opportunity for shared activities.

What would federation mean for staff?

- The executive head teacher will focus on the strategic issues affecting the schools including curriculum development, finance, staffing and governance; this is alongside being responsible for the operation of the schools.
- The heads of school will support the role of the executive headteacher along with assisting with the day-to-day running of the schools.
- Existing staff will continue to be employed on the same conditions of service.
- Stronger collaboration will allow for increased opportunities for Continuing Professional Development and career development.
- A common approach to teaching and learning, assessment, quality assurance, and tracking pupil progress.
- Development of continuity and quality by identifying best practice from both schools and applying it across the federation.
- It is anticipated that staff will continue and extend partnership working across both schools, and take advantage of the additional Continuing Professional Development opportunities that the federation will provide, in terms of shared expertise and resources and shared training.

What would change for the Governing Bodies of each school?

From 1st September 2026, the individual governing bodies of each school would cease to exist and a new federated governing body of 15 members would be formed, comprising:

- 1 Local Authority Governor (regulations)
- 1 Executive Head Teacher
- 2 Head of School
- 1 Staff Governor (regulations)
- 2 Parent Governors
- 8 Co-opted Governors (including 1 member of staff from the school where the elected Staff Governor does not work)

The members of the federated governing body will be appointed with due regard to their experience and skills along with the needs of the governing body. The federated governing body will have the opportunity to appoint Associate Members to the governing body in order to bring the support and skills they need.

Budget arrangements – the federated governing body would receive the individual budget for each of the schools. It will be able to use these across the schools, but would need to provide an audit trail for each budget. The Schools' budgets would be overseen by the full governing body.

What are the financial benefits of federation?

Federation can help schools to increase financial efficiency through:

- Achieving the economies of scale.
- Negotiating strength in dealing with suppliers is improved.
- Sharing resources can result in savings as can the provision of joint training and continuing professional development.
- Federation can also offer opportunities to allow the schools to provide specialist resources which would otherwise not be affordable under a single small school.

What happens next?

The release of this document and its attachments (FAQs and Consultation Response Form) by the governing bodies of West Bridgford Infant School and West Bridgford Junior School marks the start of a six week consultation process during which time all those with an interest in either of the two schools will be asked their views about the proposal to federate.

THE CONSULTATION PERIOD

**STARTS on 15th December 2025 and
ENDS on 26th January 2026 at 12 noon.**

Opportunities to discuss the proposal and ask questions

Open sessions for parents, staff and others with an interest in the school will be held on:

- 15th January 2026 2:30 - 3:15pm at West Bridgford Junior School
- 15th January 2026 6:30 - 7:15pm at West Bridgford Infant School

This will be an informal session where people can speak to school governors and staff, look at the information about the proposed federation, make comments and fill out the consultation response forms.

Anyone is welcome to attend any session.

How to comment on the proposal

- **Consultation Response Form:** please complete the form and
 - Post it to either school to arrive no later than **12 noon on 26th January 2026**
 - Put it in one of the **federation Post Boxes** in the school reception on or before the closing date
 - You can **e-mail** your comments to:
 - admin@westbridgford-inf.notts.sch.uk
 - admin@wbjs.com
 - You can **verbally** tell the governing body at the open sessions on 15th January 2026
 - You can **write** to either school:

Chair of Governing Body
West Bridgford Infant School
Avon Gardens
West Bridgford
NOTTINGHAM NG2 6BP

Chair of Governing Body
West Bridgford Junior School
Exchange Road
West Bridgford
Nottingham NG2 6DB

The deadline for submitting your comments and questions is 12 noon on 26th January 2026

This proposal document, the **Frequently Asked Questions (FAQs)** and the **Consultation Response Form** are also available on the schools' websites:

- <https://www.westbridgfordinfants.co.uk>
- <https://www.wbjs.com>

Additional paper copies of these are also available from both school offices.

What happens after the end of the consultation period?

After the consultation period ends on **26th January 2026**:

- the Joint Collaboration Committee will meet to consider all the responses. A written report will be produced to present to each governing body.
- The governing bodies of West Bridgford Infant School and West Bridgford Junior School will then meet separately to consider whether they wish to proceed with the federation.
- If both governing bodies are in agreement to continue with the federation, they will inform the Secretary of State for Education and the Local Authority of its decision and will also inform other interested parties at the same time.
- The governing bodies and senior management teams of both schools will consider carefully the proposed structures and arrangements to ensure success in both schools.
- If, at the end of the consultation period, the decision taken is not to proceed with the federation, it would be the governing bodies' intention for both schools to continue as currently, under the executive head teacher and with separate governing bodies.
- The decision will be communicated to children, parents, staff and others with an interest in the school by
 - 27th April 2026**
- If the governing bodies of both schools agree to federate, the intention is for the federation to take effect from
 - 1st September 2026**

Claire Hughes
Chair of Governing Body
West Bridgford Infant School

Lucy James
Chair of Governing Body
West Bridgford Junior School

APPENDIX A FREQUENTLY ASKED QUESTIONS

Proposal for West Bridgford Infant School and West Bridgford Junior School under one Executive Head Teacher and one governing body, to be called the West Bridgford Primary Federation.

1 Will the schools be closed and a new school created?

No. The proposal is for the two schools to work together under a single governing body as a federation.

2 Will the name of the schools change?

No. Each school will keep its own name but there will be a separate name for the federation.

3 Will school uniforms change?

No. At this time, each school will keep its current uniform. Any future changes will be in consultation with staff, governors, parents and pupils.

4 Will there be any change to admission arrangements?

No. The current Nottinghamshire County Council admissions policy and arrangements will continue to apply for each school.

5 Will the schools have the same Inset/training days?

Yes, wherever possible. Each school will be able to choose when to hold these days, as they do now, and it is likely that they will continue to take the opportunity to have the same Inset/training days.

6 Will school start and finish times change?

No. At this time, start and finish times will stay as they are now in each of the schools.

7 Will pupils be registered to the Federation or a single school?

Pupils will be on roll at a single school.

8 Is there any research on the impact of Federations?

Ofsted has reported that, where schools work together and share leadership, standards rise. We have already seen this at both schools since the collaboration began in September 2016.

See Leadership of More than One School; Ofsted, September 2011 for more detail.

<http://webarchive.nationalarchives.gov.uk/20141124154759/>

<http://www.ofsted.gov.uk/resources/leadership-of-more-one-school>

9 Will the schools share a single budget?

No. Each school will continue to receive its own funding, manage separate budgets and keep separate records of its accounts. However, there may be occasions when the two schools share costs or combine purchasing if this is in the best interests of the children.

10 Will the federated schools combine their pupil results?

No. Results will continue to be attributed to the individual schools.

11 Will the Federation be inspected by Ofsted?

No. Each school will have separate Ofsted inspections and be graded separately, as they are now.

12 Will children from both schools have the opportunity to work together?

Yes. This already happens. Federation means that there will be more opportunities for children from both schools to work together.

13 Who employs the staff of a Federation?

Existing staff will continue to be employed by Nottinghamshire County Council and will continue to work at their current school.

14 Will staff work across both schools in the Federation?

Existing members of staff cannot be directed to work in a school where they were not originally contracted to be employed. However, there may be opportunities for staff to work across both schools. We hope that staff will be able to take these opportunities as Continuing Professional Development and sharing of good practice to improve the pupil outcomes.

In the future, it is likely that vacancies will be advertised as working across both schools.

15 Will there be any changes in the conditions of service for staff?

No. There will be no changes and staff will continue to be employed on the same conditions of service as defined by Nottinghamshire County Council contracts. This means that, for example, all employment rights and pension arrangements will stay as they are now.

16 Can schools in a Federation share Continuing Professional Development arrangements?

Yes. This already happens, where the two schools can choose to have shared training days and training sessions.

17 Do schools in a Federation share a Head Teacher?

Our Executive Head Teacher will continue to oversee both schools, with the Head of School supporting the Executive Head Teacher and assisting with looking after the day to day running of the schools.

18 Do schools in a Federation share a Governing Body?

Yes. The previous governing bodies of each of the schools will be dissolved and a new single federated governing body will be set up, with representatives from both schools.

19 Will one school take the lead over the other?

No. The two schools in the federation will collaborate and work together as equal partners.

20 How long do people have to make comments or ask questions about the proposal to federate?

Everyone has six weeks in which to have their say. The consultation starts on 15th December 2025 and ends on 26th January 2026 at 12 noon.

21 What happens at the end of the six week consultation?

At the end of the consultation period, which finishes on 26th January at 12 noon, the governing bodies of the two schools will meet separately to make a final decision on whether to federate, with due regard to everyone's views and comments. This decision will be communicated to children, parents, staff and others with an interest in the schools, by 27th April 2026.

22 If federation of the schools goes ahead, when would this happen?

If a decision is made to federate, this would take effect from 1st September 2026.

23 Can a Federation be dissolved?

Yes. The governing body can choose to end a federation if it is believed that it is no longer in the best interests of the pupils. This is not an action that would be taken lightly or without due diligence and consultation.

If you have any other questions that have not been answered here, then you can:

- Attend the open session for parents, staff and others with an interest in the school. They will be informal sessions where people can speak to school governors and look at the information about the proposed federation and fill out the consultation response forms. Anyone is welcome to attend any session.
- You can write down any questions and place these in one of the federation Post Boxes in each of the school Reception areas.
- You can email your questions to:
 - admin@westbridgford-inf.notts.sch.uk
 - admin@wbjs.com
- You can write to either school:

Chair of Governing Body	Chair of Governing Body
West Bridgford Infant School	West Bridgford Junior School
Avon Gardens	Exchange Road
West Bridgford	West Bridgford
Nottingham NG2 6BP	Nottingham NG2 6DB

The deadline for submitting written representations is 26th January 2026 at 12 noon.

APPENDIX B
CONSULTATION RESPONSE FORM

Proposal for a federation of West Bridgford Infant School and West Bridgford Junior Schools under the Executive Head Teacher and a single federated governing body

The consultation period starts on 15th December 2025 and finishes on 26th January 2026 at 12 noon; you have six weeks to give your views and comments on the proposal. The proposal document, which includes a set of Frequently Asked Questions and a copy of this form can be downloaded from the schools' websites:

- admin@westbridgford-inf.notts.sch.uk
- admin@wbjs.com

You can also obtain additional printed copies from the School Offices of each school.

(*) Name:

.....

(*) Tel

.....

(*) Email address

.....

You do not need to complete the items marked (*) unless you want to.

Type of stakeholder (Please complete):

Parent/Carer	West Bridgford Infants	West Bridgford Juniors
Staff	West Bridgford Infants	West Bridgford Juniors
Governor	West Bridgford Infants	West Bridgford Juniors

Other stakeholder (please specify)

.....

We would welcome your views,
continuing overleaf or on a separate sheet, if required.

PLEASE ADD YOUR COMMENTS BELOW

COMMENTS (contd)

The closing date for the receipt of comments is
26th January 2026 at 12 noon

Thank you for giving us your comments and views about the proposal to federate.

Please return your completed form:

- **By post to either school:**

Chair of Governing Body
West Bridgford Infant School
Avon Gardens
West Bridgford
Nottingham NG2 6BP

Chair of Governing Body
West Bridgford Junior School
Exchange Road
West Bridgford
Nottingham NG2 6DB

- **Put it in the federation Post Box in the Reception area of either school**
- **You can also e-mail your response form to either school**
 - admin@westbridgford-inf.notts.sch.uk
 - admin@wbjs.com
- **Verbally tell us at the open sessions on 15th January 2026 at West Bridgford Infant School [6:30-7:15pm] and West Bridgford Junior School [2:30 - 3:15pm]**