

MINUTES OF MEETING 5th March 2026 at 10.30 am in EHT's Office

School: West Bridgford Infant School and West Bridgford Junior School collaboration

Meeting title: JCC meeting

Membership Mrs Claire Hughes - chair of governors WBIS; co-opted governor WBJs

Dr Lis Gibbon (chair) – co-opted governor WBJs

Dr Lucy James – chair of governors WBIS

Mrs Cath Hammond – co-opted governor WBIS

Mr James Willis – executive headteacher

In attendance Mrs Lynn Eadie, School Business Manager and temporary Minute Taker

Apologies for absence

None

Declaration of interest

Mrs Hughes stated that she was a governor at the West Bridgford School. Dr James stated that she was governor at Bluecoat Aspley School. There were no other declarations of interest, either direct or indirect, for items of business on the agenda.

Approval of minutes of JCC summer term meeting and relevant actions from own governing body meetings since previous meeting

Governors approved the minutes of the summer term JCC meeting held on 2nd October 2025 and they were signed by the chair.

Review of actions– Dr James gave an update on communications with the local authority regarding staff contracts on federation. An email had been received from Rose Harris NCC HR with wording for new posts after Federation agreement.

There were no actions to note from the individual FGB meetings of either school.

Ensure clarity of vision, ethos and strategic direction of the collaboration

Vision

There were no changes to the collaboration vision, the vision statement was agreed.

Ethos/values Both schools are now working on the ethos statement and are aligned. JW has received feedback from SLT at both schools. The SIP is now same at both schools.

Motivations to continue to collaborate

CH and LJ said the collaboration has pulled the schools together for the families, has improved leadership capacity and given a Stronger Together experience for children. Financial benefits have been seen by more strategic planning at both schools.

LG said there is an improved community view and a simplified transition between, and both schools can share experience and expertise.

LJ talked about curriculum alignment already evolving into both schools, with staff feeling positive and building relationships with staff at the other school.

Monitoring effectiveness of collaboration

Pupil numbers

The EHT stated that numbers are still not increasing, Infants are full in Year 2 but Juniors still have 81 in Year 3 with September 2026 seeing 90 Year 6 pupils leave and 85 arrive. This trend looks likely to continue however the Juniors are normally full at 90 in Year 4 to 6.

Most other local schools are low, which may be affected by the cost of housing.

Infants may have to move to 8 classes in September 2026, this will be reviewed at the budget meeting next week, there is also the possibility of a fixed term contract ending at the Infants and moving to mixed classes.

Financial efficiency

Infant school budget

The EHT stated that there had been some improvement in the infant school budget and that there was currently a small surplus.

Junior school budget

There is currently a predicted large surplus but this will disappear in the near future.

LG asked if collaboration has helped the Infants budget? CH felt it had an effect on income generation and leadership capacity.

Management efficiency

SLT have stated that joint SLT meetings help with new ideas and experiencing different ways of working for both schools.

Staff CPD

EHT said shared CPD has made a massive difference for both schools as it has meant the costs of providers can be shared. Joint staff meetings and Inset Days have been very successful with new relationships developing.

Transition

EHT advised to see minutes of the Autumn meeting.

The SENDCo has been spending time at the Infants and already knows the children and their needs when they transition to Juniors, this is very beneficial.

Co-ordination and consistency

There are now shared Newsletters. The Juniors are moving to ArborPay in June which is already in use at Infants. More joint events will be held.

Leadership capacity

The EHT discussed the roles undertaken by HoS at Infants, her responsibilities may have to be reviewed in the future and the DSL roles at Infants may need to be moved.

HoS at Juniors is more settled and positive in her role but does feel that the opportunities for HoS and DHT to work together has been lost. EHT said they are working to get that time back but logistically as both members of staff are part time it is proving difficult.

Wellbeing

All staff have received a wellbeing questionnaire and LG wondered if this could be extended to pupils?

Parent feedback has been very positive.

A group of year 6 pupils recently visited FS at Infants and everyone enjoyed it and would love to go again.

Federation

CH has sent a proposal document by email.

Page 5 adjusted the governing boards structure.

There is a new paragraph to explain how the governing body will increase to 15 governors in stages.

All new parent governors will need to be elected; LA and co-opted governors will also need to be appointed.

Pages 7 to 9 have date changes and the Timeline has been updated with meetings in March on 7th and 17th.

Staff considerations

Concerns were expressed that the current Leadership model is based on current post holders and needs to be based on roles not people to ensure it is attractive for applicants in the future, creates capacity and resilience. LG asked if JCC had discussed succession planning, LG confirmed they have and it is covered under mitigation strategies in the Risk Register.

LG asked about the wider considerations in the future. Would the Federation consider joining or becoming a MAT. LJ agreed this may need to be considered again, both schools are keeping an open mind but would need more details of what may be expected in the future. LJ felt that being a Federation already strengthens the independence of both schools.

Staff consideration have previously been fed back to JCC, pupil considerations will be around transition in the summer term.

LG confirmed the Risk Register has been reviewed. In summer term there will be a review of the SLT workload and expectations. Governor expectations will also be discuss with an outline of the governor workload and division of rules after September 2026.

Update on appraisal process for executive headteacher including an update on the wellbeing of the executive headteacher

Date set for 23rd April 2026 at 9 am.

Corporate Directors' reports relevant to JCC

None.

Communications received and updates

There was no communication to note.

Evidence JCC impact on collaboration and school improvement and review of how the governing body has held the executive headteacher to account

Governors noted the following: · JCC meetings · Drafting and approval of federation documents · Monitoring of effectiveness of the collaboration.

AOB

None.

Dates for 2025/26

Governors agreed the following meeting date, with meetings to be held at WBJs with a 10.30am start: Thursday 18 June 2026

Determination of confidentiality of business Governors considered whether anything discussed during the meeting should be deemed confidential.

It was resolved that all papers and reports be made available as required.

The meeting closed at 12.50pm.

A handwritten signature in black ink, consisting of a large initial 'P' followed by several loops and a long horizontal stroke.

School Display