MINUTES OF MEETING
SUMMER TERM 2026

Nottinghamshire County Council

School:	**West Bridgford Junior School**
Meeting Title:	**Summer Term (Strategy) Meeting of the Governing Body**
Date and Time:	**Monday 29 June 2026 at 6:15pm**
Location:	**At the School**

Membership ‘A’ denotes absence		
		Mrs C Bancroft (Head of School)
		Ms K Boxall
		Ms J Elbourn
	A	Dr L Gibbon
	A	Mr J Hanspal
		Mrs C Hughes
		Dr L James (Chair)
		Mrs E Nixon (Vice-Chair)
		Ms C Shawcross
		Mr B Watson
		Mrs C Wheeler
	A	Dr S Whitton
		Mr J Willis (Executive Head Teacher)
In Attendance		Mrs B Arnold – Associate Member/Deputy Head Teacher
		Ms Faye Willis – Associate Member

*Throughout the meeting; ‘**C’** – denotes a comment, ‘**Q’** – denotes a question.*

GB/60/26 Apologies for Absence **Action**

Both Dr Whitton and Dr Gibbon had sent apologies for absence; these apologies were accepted.

GB/61/26 Declarations of Interest

Mrs Hughes declared that she was a Local Authority Governor at the Infant School and a Parent Governor at West Bridgford School.

Mrs Wheeler stated that she was employed by a local Primary School.

GB/62/26 Review of Membership and Terms of Office Ending in the Next 12 Months

Governors noted that no actions were required on the terms of office ending as the Governing Body would be reconstituted as part of the Federation with West Bridgford Infant School.

Ms Boxall, Dr Gibbon and Mrs Wheeler had previously indicated to the Chair that they would not be looking to remain as governors in the Federation

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Governing Body. Dr James thanked them for the considerable contribution they had made over their years as governor; Mr Willis seconded this, referring to the very positive section on Governance in the recent Ofsted report.

GB/63/26 Summer Term (Finance) Full Governing Body Meeting

Receipt and Approval of the Summer Term (Finance) Minutes

The Governing Body CONFIRMED the minutes from the Second Spring term (Finance) meeting held on 14 May 2026 which had previously been approved by the Chair.

Review of Actions

The SLT is seeking to actively promote the school – Mr Willis will look into requesting an article in the local free paper. **JW**

A revised budget has been provided. The main changes are:

- Slight increase in pupil numbers for the first couple of years (later year groups are currently smaller).
- Inclusion grant is added for all projected years
- More detailed is included for SEND funding, based on what pupils already receive in WBIS
- Based on conversations and appraisals, there are expected to be changes in staffing resulting in lower staffing costs from September 2027.
- Sports premium as it stands is being taken away, and will be at around 40% the current level for next year; it is unclear how sport provision will be funded after then. Currently, a large proportion of the Sports premium covers the costs of TB sports, so this will need to be re-assessed when we have a clearer picture of what the new funding model looks like.

Q: Do we know what the replacement model of sports funding will look like?

A: All that we know so far is that it will be a centrally held sum of money used to provide sporting opportunities. It is unclear how this system will work, and there is no guidance currently. It will be worthwhile re-examining income generation in this area.

Q: The budget for support staff has increased this year – why?

A: This is because we have a HLN pupil coming from Y2. There is an increase in TA hours on a temporary contract, to be flexible with child's needs. The HLN funding doesn't cover full costs.
C: This budget scenario is more balanced than the previous version, and doesn't project a deficit until the outer years; however, we will be spending all of our surplus. This is a much better scenario than the one presented in May, but we need to be mindful of the in-year overspend.

Q: in what way have the pupil numbers changed?

A: there has been a small increase in pupil numbers; for the past couple of years the projection of pupil numbers has been very cautious, and the reality has never been as low as feared.

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C: The school's recent Ofsted report may help generate income by attracting more prospective pupils – so far there have been very positive comments from parents.

The Governing Body approved the revised budget.

GB/64/26 Review and Approval of Policies

A number of Policies had been uploaded to Governor Hub for Governor approval.

RSE
Following new guidance and the school adopting a new scheme, this policy has been moved to the next meeting. **Strategy Agenda Autumn 2026**

First Aid
Lynn Eadie is still listed as the appointed person for First Aid – this needs to change to Laura Shepherd. **JW/CB**
Check that the list of staff locations is accurate for the upcoming school year.
The policy refers to appendix 2 but there isn't one – check and remove or add if necessary.

Administration of Medicine in Educational Settings
On p.18 there is a reference to appendices 4 and 5 but they are not on the document – either add the appendices, or remove the reference to them. **JW/CB**

Attendance policy
On p.3, replace "appointment card" with "evidence of appointment".

Teaching and Learning **JW/CB**
Replace all references to NASA with RMSA.

The Governing Body APPROVED all the policies, subject to the corrections and checks above.

GB/65/26 Federation Update and feedback from JCC

The JCC held its final meeting on 18 June 2026. The committee confirmed the timeline of federation (included in documents) and reported that over the course of the collaboration the risks had significantly been mitigated. The highest risk remains increased governor workload. The report on Discharge of Duties set out the ways in which due diligence was enacted during the federation process.

The Governing Body APPROVED the report on Discharge of Duties.

Q: One part of the timeline remains incomplete – have elections been held for the Staff Governor yet?

A: Yes – Lis Spink will be Federation Staff Governor and Ben Watson will be a co-opted Governor.

GB/66/26 Strategic and Curriculum

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Head Teacher's Report; Governors' Questions and Challenge

Q. Persistent absence in Y4 is around twice as high as in other year groups, an extra (approximately) 4 children; has this level of persistent absence been consistent for this particular year group, or has it changed since Y3? Are the reasons behind the different Y4 children's persistent absence connected/similar? And what steps are being taken to address it?

A. There are three children in Year 4 who are regular persistent absentees. One has particular medical problems which means she is late to school almost daily. This is unavoidable at the moment. We have made reasonable adjustments meaning that if she arrives at school before 9.15am it is recorded as a late rather than unauthorised absence which has made small improvements. We have also agreed to give the child her medication during school hours which again is having a slight positive impact. The other two children with have SEMH needs which impacts their attendance. Lots of support is in place and whilst this is having a small impact, these issues are ongoing and support will need to be continually reviewed.

Q. Section 5 references the SEMH category of incident being the most prevalent and that the new behaviour policy has considered this in their approach; will this policy come to us at the Autumn meeting?

Strategy Agenda Autumn 2026

A. Yes, once we have received feedback from parents and considered their responses we will share the policy with the new federation governing body.

Q. After the very hot weather this week, have you considered having a hot weather plan/policy? It might seem like common sense, but perhaps now is the time to think about this going forward as we are likely to have more of these hot spells. And to go with this, is there anything which could be done on the premises to help keep the school and pupils/staff cool? For example, more awnings/shading above windows to prevent direct sun into classrooms etc.

A. Following the heatwave in 2022, we do have a risk assessment which we used this time. This involved a range of measures including: timetabling each class a slot during the day in the air-conditioned library, spending less time outside particularly at the hottest times of the day, cancelling any physical activities and events where large numbers of children were gathering together, wearing hats and ensuring children are drinking plenty of water. We have purchased enough fans so every space has a good conditioned working fan and we also avoided using spaces upstairs. Longer term, we are planning to further develop our playground which will prioritise creating more shaded areas.

JW/CB/ BA

Q. I have heard that the sports premium is going. Do you know what this will be replaced with? I can see that there is still a sports grant on the budget each year going forward (is that the same thing?)

A. You are correct that there has been a national announcement about changes to the Primary PE and Sport Premium. The current PE and Sport Premium (the ring-fenced grant paid directly to primary schools) is being phased out. It will continue through 2025–26, with some transitional funding into 2026–27. From spring 2027, it is due to be replaced by a new national model called the PE and School Sport Partnerships Network. The new model will not allocate funding directly to schools in the same way. Instead, funding will be centrally coordinated and delivered through partnerships, providing

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support such as coaching, training, and enrichment opportunities based on local need. The “sports grant” currently showing in the budget is the existing PE and Sport Premium. At present, schools are still receiving this funding for 2025–26, which is why it appears in forward budget projections. We will need to plan for a change in how PE and sport provision is resourced.

Q: It is good to see the Ofsted report peppered through the HT report. Are there ways in which it can be used to advertise the school?

A: Yes, it can be used in leaflets and the school will investigate having a banner. **JW**

Q: Y4 as a year group clearly need support; how do you think they will cope at Cottages?

A: In some ways moving to Cottages will be very positive – it is a quieter environment with only one year group and there will be a strong teaching team. But lunchtime may be challenging – currently, the system works well with the midday team walking the children to and from the main school for lunch; however, this might not be enough for next year so alternatives will need to be considered. Attendance-wise, there are three children who are persistently absent – there has been a lot of intervention with the families, and the LA has provided support and advice, but it remains a difficult issue to resolve.

Q: Will that year group still go to nurture if they need to, once they start at Cottage?

A: Yes, but we have also discussed the possibility of a cottages-based nurture group for the start of the day, especially for children who may be moving out of the provision and can manage with something shorter.

Q: With the increasingly hot weather, is there a possibility of more shaded areas in playground?

A: Yes but there are no straightforward solutions. Canopies tend to have a short shelf life and longer term other options are very expensive. Both the provider of the sensory garden, and Red Monkey (provider of the amphitheatre) will revisit and explore options. For any solutions we would also would need landlord consent. The school now has a new sustainability team, led by Tom Jinks and Sarah Hurd – there will be an opportunity for them to work with the Local Authority and ask for advice, both in terms of shade, and for how to manage unbearably hot classrooms during a heatwave. In November the school will be presented as a case school to other schools, so that we can share our good sustainability practice.

GB/67/26 **Ensure clarity of vision, ethos and strategic direction, set by governors**:

<u>SIP progress: RAG rating</u>

Generally, SIP objectives have been met; areas that will continue into next year include:

- Behaviour policy – this has been shared with staff, governors, pupils and parents, but its impact will not be really felt until next year, when staff and children are consistently using and following it through both schools.

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- Making the curriculum truly progressive from EYFS to Y6 – this will remain on SIP for next year.
- Multiplication test – last year the average mark was 19, this year it has gone up to 21.4. There is still room for improvement but this is a much better result, largely due to greater rigour, and children being well prepared in times tables from WBIS onwards, following input from Mrs Arnold. The tests will be revisited in Y5 to ensure that the 25% who scored less than 20 have another opportunity to reach that standard.
- Greater depth writing has increased to 14% this year.

Collaboration – RMSA

The alliance continues to have a really positive impact on staff, SLT and children:

- Three Head Teachers have taken more of a lead role for a couple of years, to set agendas, chair and lead on CPD – this will be done on rotation.
- Two RMSA Heads visited last week as part of a QA triad to look at writing.
- Jesse Gray held a Y2 and Y3 singing event;
- There has been an orchestra event for years 5 and 6.
- Across the alliance there has been a DT flight competition – there will be school heats then an RMSA final.

A shared inset day will be held in February 2027.

GB/68/26 Wellbeing

Staff Wellbeing – feedback from Walk day on 10/06/2026.

The wellbeing session was, overall, very positive, especially around feeling supported by the SLT.

- Staff felt that the SLT was very accommodating of staff doing things outside of school, and that staff do not take advantage of this.
- When they feel under pressure they are supported by SLT.
- SLT is very supportive of personal growth eg one member of staff went part time to pursue other interests, which also feeds into her work at school. An enhanced CPD offer means that staff are supported in pursuing their particular professional interests.
- Staff feel trusted – they recognise there has to be monitoring but it is appropriate and manageable. Reciprocally, staff trust the SLT – sometimes decisions are made which may not be popular, but staff respect that fact that decisions are clearly well thought through and made in the interests of the school as whole.
- The way in which PPA is organised is very valued by staff.
- Staff feel positively about the increased levels of collaboration with WBIS.

Areas to improve –

- It can be hard to find time as a year group to organise class group changes

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- Lunchtimes – members of staff who volunteer for lunchclub don't get a proper break (SLT is considering how to resolve this). **JW/CB**
- More TA support is needed in the classroom, although staff recognise the financial constraints around this.
- Increasing numbers of children with SEMH can have an impact on staff wellbeing. Could more be done for parents to help their children at home? (SLT is considering holding a parent workshop). **JW/CB**
- Class Dojo – sometimes there is confusion around communication, and what should be communicated through each means (Dojo, Arbor, email).

Pupil Wellbeing

The SEMH team meets regularly, led by Mrs Bancroft; but pupil wellbeing is something that is being addressed continually, outside of the team's meetings.

- Emma Owen-Jones leads the links on Wellbeing champions.
- There are wellbeing days at the start of most half terms
- Children know who to speak to if they are worried about something.
- The new PSHE scheme is quite focused on SEMH, which should have an impact on classes as a whole; the approach is practical and oracy-based

GB/69/26 Report from the Designated CLA (Children who are Looked After) Teacher

The school has three post-Looked After Children. Two are on the SEND register and achieving well; two of the children also present with SEMH and have made huge progress with. All three receive Pupil Premium Plus funding so have access to small group tutoring; one of them has nurture provision and 50% 1:1 support. They all have access to out of school clubs, music and other enrichment activities.

GB/70/26 GDPR annual review

The GDPR link Ms Boxall met with Mr Willis and Nigel Frost on 26 June 2026 to carry out the annual GDPR review. This was a straightforward process.

- Some actions are in progress, eg placing privacy notices around the main school and cottages.
- Needs to be actioned – Data Protection Impact Assessments need to be in place for all main systems
- All-staff and governor training – Nigel will provide slides which can be shared to governors. **JW**

Q: Does the school have a strategy on how to deal with glasses that can film? Are there rules that they can't be worn in school – eg parents might wear them in parents' evenings? Are there rules that they can't be worn in school? SLT will follow up. **JW/CB**

C: When using AI, only copilot is used and staff are advised to be very careful about the information submitted.

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GB/71/26 Review and Approval of Sports Premium Strategy

See above – Sports Premium has been withdrawn.

GB/72/26 Confirmation of compliance with minimum school week (32.5 hours)

The school is compliant with the minimum school week.

GB/73/26 Feedback from Stakeholders

- The Ofsted parent survey had 45 responses; 42 were very positive and the HMI was clear that no significant concerns were raised.
- There will be a transition survey for Y3 parents again in September.
- Staff were surveyed on the SIP – only 4 responses were submitted.

GB/74/26 Communication received and updates

- From Chair – N/A
- From Headteacher – N/A
- From Clerk – no clerk present at the meeting.

GB/75/26 Single Central Record

The SCR was checked by Dr Gibbon at the beginning of term and will be checked again before the end of July. **LG**

Q: Will governors need new DBS checks for the federation, or will our single school DBS be valid across both schools? This is being investigated.

GB/76/26 Evidence of Governing Body Impact on School Improvement and Review of How the Governing Body has Held the School's Leaders to Account

The Governing Body NOTED the input and challenge of Governors during the meeting

- Governors had prepared for the meeting by reading the agenda and meeting papers;
- The Governing Body had confirmed the minutes of the First Summer Term Governing Body (Finance) meeting;
- The Governing Body approved a number of Policies;
- The revised three-year Budget was reviewed and challenged;
- The Head Teacher report was noted and challenged both before and during the meeting;
- Governors noted the scrutiny that had taken place on the Single Central Record;
- An update on the Federation had been noted and the Discharge of Duties was approved;
- The withdrawal of Sports Premium was noted and questions were asked about future sports provision;
- The GDPR annual review was noted;

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- The Looked After Children's Report was noted;
- Staff wellbeing was monitored on Walk Day and fed back to Governors

GB/77/26 Confirmation of Future Meeting Dates

The Governing Body AGREED the future Federation Governing Board meeting dates as:

Autumn Term (EGB)	Thursday 3 September 2026, 6.15pm
Autumn Term (Strategy)	Thursday 8 October 2026, 6.15pm

GB/78/26 Determination of Confidentiality of Business

No items of business in the meeting were classed as confidential.

It was RESOLVED that all papers and reports be made available as necessary.

The meeting closed at 7.50 pm.

Signed:  (Chair) Date: 8 October 2026

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