



Headteacher: Mrs Kayleigh Anstee

Date: 8th June 2026

Dear Parents, Carers and Staff,

The Full Governing Board met on 18th May 2026. During this meeting, the minutes from the previous Full Governing Board meetings were approved and can be found on the governor page of the [school website](#), along with other useful information about governance at Gateway Primary School and information about becoming a governor. A summary of the discussions from the Full Governing Board Meeting is below.

Parent and Carer Survey

- Governors were pleased to review the results of the recent parent and carer survey. The responses were overwhelmingly positive, with many parents strongly agreeing that communication is effective and that they are well-informed. 93% of respondents said their child feels safe, 95% said behaviour expectations are clear, and 88% said the school is well-led.
- Governors also discussed areas where parents' feedback can help us improve further. This included extracurricular provision, online safety, road safety and making the work of Governors more visible to parents.

Governor Monitoring

- Governors reviewed pupil attainment and progress information. It was positive to see improvement across a number of year groups since September, as well as strong progress for pupils with SEN in reading, writing and maths.
- A governor monitoring visit focused on pupil data took place in April. This included a review of progress against the School Improvement Plan, meetings with key staff and scrutiny of pupil achievement and progress information.
- Governors also monitored the administration of KS2 SATs. The monitoring governor confirmed that procedures were followed correctly and that Year 6 pupils approached the assessments extremely well. Governors would like to thank the children and staff for their calm, positive and well-prepared approach.

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School Improvement and SEND

- Governors reviewed and approved the updated School Evaluation Form and School Improvement Plan. The school continues to focus on improving progress in mathematics and English, developing oracy across the curriculum, and ensuring pupils with complex needs receive the support they need.
- Governors discussed the importance of SEND provision and agreed that this will continue to be a key focus. The next FGB meeting will include further updates on SEND provision, the new SEND Teacher, the Ready to Learn Lead, enhanced provision and the funding position.

Ready to Learn Lead and Pastoral Support

- Governors were pleased to hear that recruitment to the new Ready to Learn Lead role is complete. This role will support some of the school's more complex learners and is designed to provide more proactive support so that pupils are better able to remain in class and engage successfully with learning.
- Governors discussed how the impact of the role will be monitored, including through behaviour data, reduced escalation to senior leaders, and improved support for pupils and families.

Safeguarding

- The Headteacher confirmed that there were no safeguarding, bullying or racist incidents to report to Governors since the last meeting.
- Governors discussed online safety, including the impact of mobile phones, online gaming and out-of-school disputes. The school already reinforces expectations around mobile phones and online behaviour, and Governors agreed that future communications should continue to help parents understand how online safety is taught and supported in school.

Health and Safety

- The Headteacher confirmed that there were no immediate health and safety issues to report to Governors.
- The next Health and Safety Governor monitoring visit will follow up on previous audit actions, learning from the recent water-related closure, the planned kitchen/staffroom/office refurbishment, site security and external lighting, and whether staff wellbeing should be considered as part of wider health and safety assurance.

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Pupil Premium and Service Premium

- Governors reviewed and approved the Pupil Premium and Service Premium report for publication on the school website.
- The school currently has 25 pupils eligible for Pupil Premium funding, and this funding is used to remove barriers to learning, support attendance, promote access to enrichment, strengthen social interaction and emotional regulation, and reduce the writing gap.
- Governors also noted the importance of Service Pupil Premium funding, with 60% of Gateway pupils coming from service families. This funding supports the school's pastoral and inclusion strategy and provides emotional support for children who may need to transfer schools at short notice.

Finance and Premises

- Governors noted that the three-year budget had been approved and submitted to the Local Authority before the deadline.
- Governors also discussed the importance of monitoring pupil numbers carefully, as these directly affect future school funding. The school will continue to monitor pupil mobility and admissions patterns so that Governors can understand any emerging risks.
- The capital budget will support improvements to the kitchen, staffroom and workroom areas over the summer. Improvements have also been made to the KS1 outdoor play and learning area, including designated spaces for games and activities, as well as new PE and sports equipment.

Community Events and Activities

- Governors were pleased to hear about a number of successful community activities, including the David Attenborough Day, which welcomed parents and grandparents into school and supported the school's environmental work.
- Sports Day will take place on 17th June.
- The RAF Veterans Group supported the national Month of the Military Child in April, and it is hoped that the group will work with the school again in the future.
- Governors also recognised the continued contribution of the PTA, which provides valuable financial support for school activities. The PTA is currently having difficulty recruiting new members, so please consider getting involved if you are able to support.

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Governor Vacancies

- **WE NEED YOUR HELP!** The Board currently has vacancies for two co-opted governors and one parent governor vacancy.
- It is really important that our community is represented on the Governing Board and that we have a diverse range of skills, experiences and perspectives. Recruitment will be guided by the skills and experience the Board wishes to strengthen, drawing on the most recent skills audit.
- If you would like to know more about becoming a governor, please review the information on the [governor page of the school website](#) or email me at kmoyes@gateway.oxon.sch.uk for a chat.
- If it is not something you are interested in yourself, please do help us by sharing the parent vacancy with other parents and the co-opted governor vacancies with your wider networks.

Governors know that it takes a whole community to grow a child, and Gateway continues to be a very special school because of the commitment of pupils, staff, parents, carers, governors and the wider community.

Thank you for your continued support of Gateway Primary School. Please do continue to share the school's good news with your friends, family and networks so that we can continue our journey together for the benefit of all our pupils.

As always, if you have any questions about governance at your school, please do contact me at kmoyes@gateway.oxon.sch.uk

Best wishes,

Mr K Moyes
Chair of Governors

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