

**CATHAYS HIGH SCHOOL
FULL GOVERNING BODY COMMITTEE MEETING**

Date: Wednesday 23rd September 2026

Time: 6.00pm

Location: Microsoft Teams

ATTENDEES

K.A Slade (chair), S Davies, H Picken, I Hassan, A Bhagat, C Weaver; N Jones, N Islam, B Henderson, G Taylor, J Taylor, K Harrington, B Churches, N Salter, N Mackie, J Setchfield, E Pratt, A Bell, D Bhanu, I Hassan, B Tahir, J Muhith, [REDACTED]
[REDACTED] P Benincasa (clerk in attendance)

APOLOGIES

P Wong, SKielthy, H Parsons, G Wiegand

AGENDA ITEM	MINUTES & ACTIONS	OWNER
1	Apologies for absence and Introductions.	PB
	Apologies were received as above and accepted. New parent governor was introduced, Nazrul Islam.	
2	Appointment of Chair and Vice Chair	PB
	Nominations were made for KAS as Chair and KAS as Vice Chair and both were unanimously carried	
3	Introduction to new student Governors	JT
	JT introduced new student Governors [REDACTED] and [REDACTED] who described plans to strengthen student voice, increase school council meetings, promote an inclusive culture, and recognise the school values of being prepared, showing respect, and taking pride. The student council identified the need for more frequent meetings so that a wider range of pupil perspectives can be gathered and presented to Governors. KAS clarified that the student Governors should communicate those views in the way they and the student council consider appropriate. The student council agreed that the school should promote a diverse and inclusive culture, including inclusive language and listening to the views of others.	

4	Declaration of Business Interests	KAS
	None were declared. PB will resend business-interest forms for all Governors to complete and return for the records.	
5	Review and agree Committee Membership	KAS
	KAS requested that existing committee memberships would remain in place for now, while current memberships and terms of reference will be circulated so Governors can request changes for consideration at the December meeting. Committee Structure: The main committees are Finance and Staffing, Premises and Community, and Curriculum Standards and Student Matters. Governors are normally expected to serve on at least one main committee, while standing committees address matters such as staffing, parental complaints, and exclusions. Membership Review: Because Nazrul Islam is the only new Governor and no membership paper was circulated, the existing arrangements remain unchanged. PB will circulate the current membership and terms of reference after the meeting, and any requested changes can be considered in December.	
6	Approval of previous minutes from Full Governors in June	KAS
	The June full governing body minutes seconded, and approved as a true and correct record, with no additional matters arising	
7	Matters arising	KAS
	None	
8	Annual governor's Report	SD
	SD presented the draft annual Governors Report to Parents, which includes governance information, academic and attendance outcomes, school activities, and development priorities; Governors approved publication after minor numerical corrections are made. The report covers the governing body and committees, outcomes and attendance data, strengths and development areas, extracurricular activities, educational events, Culture Day, and other activities from the previous school year. IH asked that the report better highlight enrichment and extracurricular achievements, including photography qualifications and language learning. NS also highlighted that 11 Year 11 students completed the Bronze Duke of Edinburgh Award.	
9	Headteacher's report	SD

	SD reported broadly stable and strong GCSE outcomes, improving AS and A2 performance, and positive post-16 destinations, while identifying priorities around disadvantaged and ALN pupils, gender differences, U grades, new qualifications, and the accuracy of predicted grades. SD also reported that GCSE outcomes were broadly in line with 2024 and 2025 and are expected to compare strongly with local and national benchmarks once verified data is available. Key measures included 58.3% achieving five or more A*–C grades including English and Maths, 24.5% achieving five or more A*–A grades, and 99% achieving five or more A*–G grades. The A2 cohort showed an 11-percentage-point increase in A*–A grades but a 12-point decrease in A*–C grades; the small cohort of 21 students means individual results have a large effect on percentages. At AS, A–C outcomes reached 48%, with overall results described as the strongest for several years. Seventy percent of A2 students secured their first- or second-choice university place, 14% entered through clearing, and the remaining students moved to apprenticeships, gap years, or resitting Year 13. SD reported attendance of 91.2%, an improvement of 0.4 percentage points, while highlighting the persistent Key Stage 4 girls' attendance gap, ongoing work with vulnerable pupils, curriculum reform, pupil-number monitoring, primary-school engagement, and upcoming school events. Overall attendance rose to 91.2%, while attendance for free-school-meal pupils rose by 1.7 points to 89.8%. Boys' overall attendance was 91.9% and girls was 90.3%; in Key Stage 3 both were 92%, but in Key Stage 4 boys were at 91.4% and girls at 88.2%. September numbers on roll were 1,256 compared with 1,271 at the same stage the previous year. Year 7 recruitment produced 207 pupils rather than the 224 initially listed, and the school is monitoring the demographic dip while continuing to receive new pupils, including several Year 11 entrants. The summer timetable enabled flexible blocks for coursework, trips, visitors, and professional learning. Activities included educational visits, Languages and Culture Day, four performances of Oliver, and the Key Stage 3 Sports Day. The school is strengthening its presentation to approximately 35 feeder primary schools, with an Open Evening planned for pupils and families and a Christmas Concert scheduled for 15 December at St. Mark's Church.	
10	Update on results from August 2026 and self-evaluation summary	KH
	KH explained that Alps replaced its long-standing 2019 benchmarks with new benchmarks reflecting improved national outcomes in 2025 and 2026.	

	Cathays's A-level quality indicator moved from grade 5 to grade 7 under the revised benchmarks, so the school is reviewing exam-item data, non-exam assessment, moderator reports, and subject-level outcomes while mapping current pupils against the new benchmarks. The data showed that girls outperformed boys on most GCSE indicators in 2026, although boys performed better on selected measures and had outperformed girls in about half of the indicators the previous year. Outcomes for free-school-meal pupils improved and the gap with non-FSM pupils narrowed, but a substantial gap remains; ALN outcomes also declined for a substantially different and small cohort. KH said RSLs are reviewing three-year trends with subject teams and incorporating priorities into area development plans. Priorities include improving eFSM outcomes, reducing U grades—particularly in science—improving outcomes in identified subjects, strengthening teaching and learning for reformed qualifications, using item-level and moderator information, holding effective moderation meetings, and improving professional predicted-grade accuracy toward the 80% target. Pupil voice work with Key Stage 4 girls identified anxiety and mental-health-related challenges among pupils with lower attendance. Natasha, Beth Henderson, and colleagues began this work in the summer and it will continue through the autumn, with further attendance strategy updates planned for Governors. Curriculum Reform: Wave 2 reformed GCSE subjects, including PE and Science, began implementation, while the school is preparing for Wave 3 vocational and wider qualifications. Staff will examine how the Skills Suite can replace the outgoing Welsh Baccalaureate and will receive professional learning and preparation time. It was agreed that the latest version of the presentation made by KH would be re-circulated as it was very helpful in putting all the information into context.	
11	Safeguarding update	NJO
	NJO stated that Governors are responsible for ensuring safe recruitment, appropriate safeguarding training for staff and volunteers, clear guidance for temporary staff, an effective policy reviewed annually, designated safeguarding leadership, regular safeguarding agenda items, and action on weaknesses brought to their attention.	

	All staff and Governors must report safeguarding concerns promptly to the designated safeguarding person or Headteacher. Concerns about the Designated Safeguarding Person go to SD, while concerns about the Headteacher go directly to Peter Wong as Chair of Governors. Concerns should be recorded in writing with relevant times, locations, and details, and the school uses MyConcern for recording cases. NJO is the Designated Safeguarding Lead, supported by Gail Murray, Harry Verner, Chloe Picken, and Beth Henderson, with additional staff trained to deputy level. Norma Mackie is the Designated Safeguarding Governor and maintains contact with the safeguarding lead and reports key areas to the governing body. KAS noted that Governors present had completed the relevant training and asked Norma to ensure that Peter completes the specific training required for the Chair role.	
12	Safeguarding Policy Review	NJO
	NJO explained that Cathays adopts the Cardiff education safeguarding model policy and updates names and local processes. The highlighted changes were additions for accuracy and completeness rather than new systems or changes to practice. Governors approved the amended policy without objections.	
13	Approval of previous minutes from the last F&S meeting held on the 1 st July 2026	KAS
	KAS updated the governors on what was discussed at the meeting and summarised the July Finance and Staffing Committee discussion, including continued monitoring of Cardiff's new financial system, correction of cost-centre recording issues, staffing funded through grants, policy approvals, and professional learning groups. The committee reviewed finance reports while schools across Cardiff transition to new financial systems. Some payments were being recorded against incorrect cost centres, but these authority-wide issues were being resolved and continued monitoring was agreed. The minutes were approved.	
14	Approval of previous minutes from the last Curriculum, Standards and Student Matters meeting held on 3 rd June 2026	KAS
	The minutes were approved	
15	Approval of previous minutes from the last Premises and Community Matters meeting held on 11 th June 2025	

	The minutes were approved	
16	Governor training	
	KAS reminded Governors about Cardiff Governor Association events and Cardiff Council's online and in-person training package, with particular emphasis on completing mandatory induction training for new Governors. PB will continue to forward any relevant training opportunities to Governors.	
17	Any Other Business	KAS
	SD added that by the end of the autumn term a report must be delivered to governors on the school's cybersecurity measures, audit findings, and planned improvements for local-authority assurance. Anil and Jane supported an initial review by the Premises and Community Committee, followed by a presentation to all Governors during the school year. Anil asked whether the cybersecurity review would include artificial intelligence and whether comparable guidance exists for students. SD explained that AI is covered in the staff acceptable-use agreement, which is being updated using a newly issued Safe 360 Cymru template after trade-union consultation, and that a student user agreement also exists. Darren, the network manager, is comparing the new templates with the school's existing arrangements to identify updates and gaps. Stuart plans to provide an initial audit update at the next Premises and Community Committee meeting, report on actions in the spring term, and then present the completed position to the full governing body.	

DATE OF NEXT FULL GOVERNING BODY COMMITTEE MEETING	
Date	Wednesday 18 th November 2026
Time	6.00pm
Location	Microsoft Teams