



Minutes of the meeting of the Governing Body held on Tuesday 9 December 2025, 6.30pm at the St Mary's site

Present:	Nana Reynier	Foundation Governor, Chair
	Adurawemimo Adebayo	Student Governor Representative (SM)
	Paula Amony	Assistant Principal (EDI), via Teams
	Ciaran Burns	Foundation Governor
	Camilla Crampton	Deputy Principal, Pastoral
	Conor Ferguson	Foundation Governor
	Linda Harrison	Clerk to Governance
	Miley Hoedoafia	Student Governor
	Tia Lye-Corne	Student Governor Representative (EM)
	Molly Makota	Chief Financial & Resources Officer
	Mary Mihovilovic	Foundation Governor, via Teams
	Jane Morgan	Deputy Principal, Vocational
	Roseanne Newbould	Foundation Governor (Vice Chair)
	Margaret Nunes	Foundation Governor
	Seye Okolade	Guest (Pending Foundation Governor)
	Lola Olarewaju	Parent Governor
	Augustina Ogbemor	Foundation Governor, via Teams
	Zarah Pinto	Foundation Governor, via Teams
	Holly Power	Deputy Principal, Curriculum
	Fr Thaddeus Sombu	Professional Services Staff Governor
	Shireen Razey	Executive Principal

The Governing Body meeting began at 6.30pm

The meeting began with the Governor's prayer, read by the Professional Services Staff Governor.

1 Apologies for Absence, Changes of Membership and Declarations of Interest

Apologies were received from, Priscilla Afranie, Foundation Governor, Shadia Akokhia, Associate Governor, Simone George, Teaching Staff Governor.

It was noted that this was the last Full Governing Body meeting for the Vice Chair, Rosie Newbould, who is leaving the Governing Body after 5 years in post.

There were no new declarations of interest.

The meeting was quorate.

2 Minutes of the Previous Meeting 16 September 2025

The minutes of the previous Full Governing Body Briefing on 16th September 2025 were accepted as an accurate record. These were electronically signed off by the Chair.

The minutes were **AGREED** and will be signed by the Chair.

3 Matters arising from the minutes of the Governing Body Briefing held 16 September 2025

All matters arising have been addressed.

Governors were updated with regards to the re-scheduled Strategy and Development Day; this will now take place on Saturday 31st January 2026, at the St Mary's site. It is hoped to have as many Governors in attendance as possible.

4 Catholic Life Report to Governors

The Deputy Principal Pastoral presented the Catholic Life Report; the report was taken as read

highlighting the three areas of Catholic Life, Religious Education and Collective Worship and the activities that have taken place during the Autumn term.

Highlights included the engaging term for Catholic Education, including the Chaplaincy sessions and events from the CTK Mission and Spirituality Week with the theme, 'Hope, preparing for the Jubilee Year'. The week culminated with a Mass led by Canon Victor Darlington; thank you to the members of the Governing body who were in attendance. Governors were advised that an Aquinas student has been offered a place at Oxford to study Philosophy and Ethics.

The new year will focus on aiming for the CST third level Oscar Romero Award and the sixth forms remain ready for the pending CSI Inspection.

Governors commended the robust report and the extensive activities taking place. They felt assured that Catholic Life continues to be embedded in all that we do at CTK. A Foundation Governor had recently attended Mass at CTK and spoke positively regarding the student engagement at the celebration. A further Governor confirmed that she had recently had the opportunity to observe several 10:10 lessons, and students were positive and engaged in the daily prayer and reflection.

It was **RESOLVED** to receive and **ACCEPT** the Report.

5 Student Governor Report

The Student Governor presented the main Student Report, with the student representatives contributing further providing overviews of highlights at each site. All students outlined that the sites had settled well for the new academic year and that the opportunities available are extensive and worthwhile. They reported on Student Ambassador contributions to the open days, a number of subject trips, Spiritual Week and the events focusing on Black History Month including the Alumni celebration.

Governors commended the detailed report and questioned if students continue to have opportunities for personal spiritual reflection. It was confirmed that the day continues to start with the 10:10 programme and collective prayers. Thoughts for the day continue to be shared and remain good resource to share views and interaction with peers.

It was **RESOLVED** to receive and **ACCEPT** the Report.

6 (i) Executive Principal's Report

The Executive Principal shared their report providing highlights from the Autumn term; the document was taken as read. Two areas of focus were discussed in more detail, including updates on the curriculum reforms, which could lead to significant changes within BTECs. Permanent exclusions for the term were also outlined.

Governors recognised the information within the report. They noted that a pay agreement had been settled for teachers, with a 4% increase being implemented; they asked if this was the same for Professional Services staff. It was confirmed that Professional Services staff had received the same increase, backdated to 1st September 2025.

Governors noted the completion of the LED lighting project, they asked if there were was any indication that this had reduced costs. The Chief Financial & Resources Officer advised that it was too early to report any analysis, however, it is estimated that cost reductions will be evident within the first year of installation.

The Chair requested that the Deputy Principals provide details of their respective attendance at the Association of Colleges Conference and the Higher Education discussion at Parliament, an panel contemplating the future of UK universities. Governors were updated on curriculum reform discussions and preparations for new qualifications including the proposed V Levels. They were also updated on the debates understanding the changes in both the vocational and academic curriculum and how this may affect

students wanting to go to university. Governors were advised that CTK continues to meet the needs of a London economy, supporting ambitious learners with a combination of subjects. Discussions continued on the White Paper amendments and revised Ofsted framework and how this aims to support disadvantaged students and colleges, such as CTK. A foundation governors advised that the Ofsted pilots have been very inclusive focussed and can be challenging for those institutions who have undertaken them so far.

The Executive Principal then took time to wish the Vice Chair all the best for the future. They were thanked for their 5 years in office; their dedication, commitment and support of the sixth forms, students and staff. Their contribution to the Governing body was sincerely recognised. The Chair seconded their thanks and best wishes.

It was **RESOLVED** to receive and **ACCEPT** the Report

(ii) Key Performance Indicators

The KPIs for October 2025 were shared and taken as read; it was noted that the KPIs are shared at each sub-committee meeting. Governors asked how the GCSE Maths re-sits has gone during November; they were advised that attendance at the exams was positive and the sixth forms await the results.

Governors further questioned as to possible reasons why CTK Vulnerable student numbers had declined. The DSL explained that students do not necessarily stay as a CTK Vulnerable instead with interventions and support the situation may change.

Governors noted that the salary percentage was higher than that of the same time last year; it was explained that for 2025/26, an estimated 4% had been included to allow for staff increments. Last year the pay increments were delayed due to industrial action, therefore they were not showing in the figures at this time.

It was **RESOLVED** to receive and **ACCEPT** the Report

(iii) Strategic Priorities

Leadership Strategic Priorities for 2025/26 were shared, noting the key areas of focus and progress to date. Governors were reminded that the priorities tie in to the Strategic Goals and Objectives, launched earlier in the year. Governors acknowledged the updates and the progress made so far.

It was **RESOLVED** to receive and **ACCEPT** the Report.

7 Safeguarding Update

Verbal assurance regarding Safeguarding was provided from the Deputy Principal (Pastoral); Governors were advised that the Safeguarding Board, chaired by the Independent Advisor had taken place. The Link Governor for Safeguarding provided further assurance that they had had oversight of the Single Central Register for DBS and had met with the Independent Advisor. It was noted that the sites had seen an increase in Social Services involvement with students and families, particularly with housing issues; there are also significant mental health issues which have required intervention and support.

Governors recognised the time and energy required to deal with Safeguarding issues, but felt reassured that the Safeguarding team were doing excellent work in providing the required support to vulnerable students.

It was **RESOLVED** to receive and **ACCEPT** the update.

8 Catholic Education

The Catholic Life Action Plan was shared and taken as read. Governors noted that much of the RAG rating indicated that strong progress continues to be made against the actions within the plan. Governors were

advised that all staff who are Tutors deliver the 10:10 programme to students, including the vision and ethos of the sixth forms. Consistency in the standard of delivery is regularly monitored and work continues with staff to ensure that they feel confident and supported with their teaching of Catholic Life. A Governor asked how the consistency could be further improved. It was highlighted that a balance of targeted support and a whole college approach continues to be driven forward.

It was **RESOLVED** to receive and **ACCEPT** the Report.

9 Sixth Form Self-Assessment Report (SAR) and Quality Improvement Plan (QIP)

It was noted that the SAR has been reviewed through the Leadership including the curriculum leads and the RACC Committee. Changes to Ofsted in 2023, included different grading and language criteria. CTK has continued to use the previous language within this SAR with a view to moving future SARs to the new framework over the next 2 years. Updates included recognition that Skills work is listed as 'Good' and High Needs have upgraded to 'Outstanding'.

Governors questioned if CTK was doing itself a disservice, should the overall SAR be Outstanding. It was advised that the self evaluation had been robust and staff felt that there were many strengths, but as the QIP reflected areas that need to be driven forward. At our last inspection our skills was almost graded as very strong, and it was felt that this had been significantly driven forward and now should be graded as making significant contribution. In relation to ALS, these outcomes had also significantly improved from an already strong position and reflected an outstanding service and provision.

A foundation Governor asked about the RAG ratings, and asked for further clarification regarding Amber grades. It was agreed that it would be helpful if an explanation was provided as to why the progress was still graded as amber and not green. Governors concluded that strong progress continues to be made.

Governors confirmed that progress is also monitored at the RACC Committee who recently discussed how more detailed information on a monthly basis would be considered.

Action Senior Leadership Team: To update the QIP further, providing more explanation to the status of amber grades.

It was **RESOLVED** to receive and **ACCEPT** the Report.

10 Equality, Diversity and Inclusion

The Assistant Principal (EDI) joined the meeting at 7.25pm.

(i) EDIM Report

The Assistant Principal (EDI) presented the key headlines from the Annual Staff and Student EDIM Report, covering the period for 2024/25; the report was taken as read and outlined the performance of different groups of learners, as well as an analysis of staff and Governor data.

Governors questioned if the aim was to not just meet the national average outcomes for learners in particular groups, what is being done to ensure that they aim for higher. It was reported that with all learners, the aim is for them to achieve their highest outcomes. For learners with protected characteristics, there is a focus on intersectionality and additional support with the aim of achieving higher.

Governors felt that the report provided a good summary and acknowledged that the full data set was available but felt going forward tables would enhance the report further. For example, a table showing all age groups. Governors were asked if they wanted sight of the larger document; they agreed, this would ensure that all demographics are presented, providing a fuller picture with more narratives accompanying the graphics shared.

It was also confirmed that for the next Full Governing Body meeting, Governors will receive updates via the EDI Action plan on how specific groups of students are receiving interventions.

Action Assistant Principal EDI: For the next Full Governing Body meeting, update on the EDI Action plan regarding interventions for students highlighted in the EDIMs Annual Report.

(ii) EDI Action Plan

It was noted that the EDIMs report feeds directly into the EDI Action Plan; the report was taken as read. Governors were reminded that the focus for the year is age, but this does not exclude continued work with other particular characteristics. Governors asked for examples of what targeted interventions consist for the particular groups. The targeted approach aims to raise student aspiration, support is offered from Alumni who speak about their own challenges and progression, mentoring is offered. Governors noted the toolbar feature on the website; they were advised that this is an accessibility tool that translates languages for the reader. A Governor asked about the use of RAG ratings to help monitor progress, and further detail on how interventions at each site had been implemented. Further information regarding impact was discussed.

Action: To add the RAG rating to the action plan and enhance the text to reflect impact.

The Assistant Principal (EDI) was thanked for their attendance; they left the meeting at 7.45pm.

It was **RESOLVED** to receive and **ACCEPT** the Report.

11 Student Destination Report

Following the summary presented at the Full Governing Briefing in September. The report shared provided a full overview of destinations for students who completed their studies in 2024/25. Governors noted the slight increase in Level 3 students who applied for higher education and the strong performance documented in the UCAS data. Popular university destinations were outlined. Apprenticeship and employment opportunities have grown, reflecting the efforts of the Careers team. High needs students achieved excellent outcomes.

Governors commended the positive report and the range of good university and employment destinations. CTK sits nationally, sits in the top 5% of students going to university and staying. They asked if all students have been contacted for their final destinations; it was confirmed that contact had been made with virtually all leavers (or their parents). It was noted, for those who are yet to move on to higher education or employment, some just are not ready; the offer of support from CTK remains and it is not unusual to be providing UCAS assistance after students have left.

It was **RESOLVED** to receive and **ACCEPT** the Report.

8.00pm, Students left the room

12 ESFA Self-Assessment

- (i) Regularity Self-Assessment Questionnaire 2024/25**
- (ii) Board Assessment of Fraud Risk Questionnaire 2024/25**
- (iii) Accounting Estimates and Areas of Judgement Report**
- (iv) Schedule of Musts 2024/25**

As part of the end of year Financial Statements and in accordance with the Financial Code, the Chief Financial and Resources Officer shared an update on the ESFA Self-Assessment Questionnaire for 2025/25 for the Year Ended July 2025 External Audit. The following documentation was taken as read and it was noted that all documents had already been shared at the FR&B and A&R Committee for prior consideration. It was clarified that the reports will be signed off as approved on this date.

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Governors thanked the Chief Financial and Resources Officer and the wider Finance Team, for the due diligence shared and positive comments received from the Auditors. A governor questioned how the role of Auditor assigned; it was confirmed that the position is considered annually by the A&R Committee. CTK has remained with the same company for a period of time, however, within the company different Auditors have been allocated to the account, ensuring fresh eyes oversee the performance.

It was **RESOLVED** to receive and **APPROVE** the Report.

13 Unconfirmed Minutes of the Joint Finance, Resources & Business and Audit & Risk Committee meeting held 19 November 2025

The minutes of the Joint FR&B and A&R Committee on 19 November 2025 were taken as read. The following papers were presented to the FGB and were approved:

To approve:

- Financial Statements Audit Findings
- The Report and Financial Statements for the year ended 31 July 2024
- Letter of Representations

The Chair of the Committee congratulated the Chief Financial and Resources Officer for a good, clean audit.

It was **RESOLVED** to receive and **APPROVE** the Report.

14 Unconfirmed Minutes from the Governance & Search Committee Meeting held on 22 September 2025

The minutes from the G&S Committee held on 22 September 2025 were taken as read. Ongoing recruitment of new members to the Governing Body and succession planning were discussed. The Clerk confirmed that the Board will require the appointment of a new Accountant for the new year and they will be reaching out to Financial organisations to seek a new Foundation Governor or a Co-opted Governor to fill this role.

Action Clerk: To seek the appointment of a qualified Accountant for the Governing Body

It was **RESOLVED** to receive and **ACCEPT** the Report.

15 Confirmed Minutes from the Finance, Resources & Business Committee Meeting held on 24 September 2025

The minutes from the FR&B Committee held on 24 September 2025 were taken as read. Highlights included reviewing the Risk Register, the Committee KPIs, the Management Accounts and Building project progress and commitment to reserves. The presenting of Financial Statements took place. The Staff Absence and Wellbeing Report was shared as were Leadership structures.

The Annual Complaints Register and Annual Health & Safety Report were also presented alongside the review of relevant Policies in the periodic cycle of review.

It was **RESOLVED** to receive and **ACCEPT** the Report.

(i) Unconfirmed Minutes from the FR&B Committee Meeting held on the 19 November 2025

The minutes from the FR&B Committee held on 19 November 2024 were also shared. The Chair of the Committee provided an overview including the introduction of the new Vehicle Use Policy. The Health and Safety report was also shared, highlighting very good practice across the sites.

Members were updated on a confidential staffing matter.

It was **RESOLVED** to receive and **ACCEPT** the Report.

16 Minutes from the Curriculum & Quality Committee Meeting held on 16 October 2025

The minutes of the C&Q Committee meeting on 16 October 2025 were taken as read. Conversations had focused on Safeguarding, which has moved to the committee. The Committee were presented with updates on exam outcomes analysis, including a presentation on GCSE Maths and Inclusion. There were also updates on attendance, staff development and the Local Boards. Policies in the periodic cycle of review were shared for approval.

Notably, the committee agreed that the use of the Smoothwall monitoring system be updated discussions regarding the number of alerts received out of hours and how manageable this is for staff. Members agreed that Smoothwall would be monitored within the working day, term time only. Not at weekends and during holiday periods. Clear clarification of this decision has been worded within the Safeguarding Policy; and information and guidance sent to parents about online safety.

It was **RESOLVED** to receive and **ACCEPT** the Report.

(i) Catholic Education Self Assessment Report (SAR)

The Catholic Life SAR had been shared and approved by the Committee; the Full Governing Body provided their approval also. The extensive work that takes place within Catholic Life was acknowledged and commended. A discussion took place regarding the variation in some lessons, but on balance the importance of developing our Catholic Community by having all staff involved in 10:10 was felt to be much stronger.

It was **RESOLVED** to receive and **APPROVE** the Report.

17 Unconfirmed Minutes from the Audit & Risk Committee Meeting held on 1 October 2025

The minutes of the A&R Committee meeting on 1 October 2025 were taken as read. Main discussions had focused the Risk Management Plan and feedback from the RACC Committee, the sharing of the PREVENT Register and the required Policies for approval. The Annual Whistleblowing Report and Annual Report on Fraud were also presented, with no occurrences of each reported.

It was **RESOLVED** to receive and **ACCEPT** the Report.

18 Annual Governors' Self-Assessment Report

The Clerk shared the draft Annual Governors' Self-Assessment Report (SAR) for consideration and approval. Governors reflected on the contents, acknowledging the work of the Governing Body during the last academic year. The initial draft was recorded as Good, pending further discussion.

Governors considered the report further; in a year that had seen a period of change with new members, they noted the continued progress of the board and the adherence to the Catholic Mission. The monitoring of Finance, Safeguarding, increased student numbers and outcomes were all discussed. The sixth forms have strong links with other Catholic sixth forms and good engagement with the Diocese. Attendance and contribution of Governors is very positive.

It was agreed that the report required some minor updates with regards to the language and overall, it should read that Governance is 'very strong'.

The updated report will be next shared at the next FGB meeting for final approval.

Action Clerk: To further present the Governing Body SAR at the next meeting

It was **RESOLVED** to receive and **APPROVE** the Report, pending recommended amendments.

19 Chairs Action

The Chair advised that there were constitutional matters for discussion.

20 Any Other Business

The Clerk advised that the next External Review of Governance has been booked to take place in the Summer Term 2026.

21 Date of the Next Meeting:

Tuesday 10 February 2026 at 6.30pm at Aquinas.

22 Confidential Items

Foundation Governors remained for a confidential discussion.

At the end of the meeting, the Chair acknowledged that the meeting had run over time but thanked Governors for their contribution to this productive meeting. All members were wished a happy Christmas and peaceful new year.

The meeting concluded at 8.50pm

Actions:

Action Senior Leadership Team: To update the QIP further, providing more explanation to the status of amber grades.

Action Assistant Principal EDI: For the next Full Governing Body meeting, to share a copy of the whole EDIMs Report, including a Site-specific breakdown of interventions for students

Action: To add the RAG rating to the EDI Action Plan and enhance the text to reflect impact

Action Clerk: To seek the appointment of a qualified Accountant for the Governing Body

Action Clerk: To further present the Governing Body SAR at the next meeting

Signed: _____ *N.Reynier* _____ Date: ___10.02.2026_____
Chair