

GLAMORGAN RECORD OFFICE/ARCHIFDY MORGANNWG

Reference code: GB 0214 EHGSEC

Title: Howard Gardens and Howardian High Schools, Cardiff

Dates : 1885-1990

Level of description: Fonds

Extent and medium: 1 cubic metre

Name of creator(s):

Howard Gardens Higher Grade School, later Howard Gardens High School for Boys, Lady Margaret High School for Girls and Howardian High School.

Administrative/biographical history

The school was established at Howard Gardens in January 1885 as a result of the Aberdare Report on Intermediate and Higher Education in Wales 1880. The report was considered by Cardiff School Board in November 1882. The school was opened with the intention of providing a longer period of education for children up to the age 13 and a wider curriculum but its position was anomalous since it had been by an authority which possessed clear educational jurisdiction only over elementary schools, not intermediate or technical education under the Welsh Intermediate Education Act and the Technical Instruction Act 1889. A close reading of the law in these matters meant that Cardiff School Board was providing an educational service for which it had no legal powers. The school, as a consequence, was known as the Cardiff Higher Grade School till 1909 since it was regarded as a 'higher elementary' school despite the fact that it provided a secondary education on a par with intermediate and technical schools. The school was divided into a lower or elementary department and an upper or secondary department. The clear need for secondary education in Cardiff meant a rapid expansion in roll numbers. By 1892 it was providing secondary education for 865 boys and girls. Under the Education Act 1902, elementary and secondary education was transferred to Cardiff County Borough and the two departments were amalgamated. It was renamed the Municipal Secondary School, Cardiff, in 1906 but in 1909 the girls were formed into a separate municipal secondary school. The schools were re-named Howard Gardens High School for Boys and Lady Margaret High School for Girls in 1933.

The boys' school moved in 1953 to new premises in Colchester Avenue, Pen-y-lan, Cardiff, taking the name of the Howardian High School for Boys. Lady Margaret High School was amalgamated with the boys' school in 1968 to form Howardian High School.

The premises in Howard Gardens were requisitioned between 1914 and 1920 by the military with the boys and girls being moved respectively to Crwys Road School and Allensbank Infants School premises. During the Second World War, the Howard Gardens buildings were badly damaged by bombing and some early records for the girls school were lost.

Archival history

Some of the early records were destroyed during the Second World War by German bombing. Most of the records passed on closure of the school in 1990 to T.J. Foster, teacher in the boys' school and joint school 1934 and 1945-1976, and to Ian Myhres, chairman of the Save Howardian Action Campaign. Foster used the records as research for his history of the school. These were amalgamated with those collected by Myhre when these were added in September 2005.

Immediate source of acquisition

T.J. Foster and Mrs Meriele Myhre.

Scope and content**Appraisal, destruction and scheduling information**

All records which meet the collection policy of the Glamorgan Record Office have been retained.

Duplicates and ephemera destroyed.

Accruals

Accruals are possible

System of arrangement**Conditions governing access**

Items containing information on named individuals may be restricted in accordance with the Data Protection Act and Record Office policy

Conditions governing reproduction

Normal Glamorgan Record Office conditions apply.

Language/scripts of material

English

Physical characteristics and technical requirements

Good to poor condition

Finding aids

Detailed list available.

Existence and location of originals**Existence and location of copies****Related units of description**

Records of the Save Howardian Action Campaign (reference D389), 1986-1990.

Publication note**Note****Archivist's note**

Compiled by Richard Morgan for the Glamorgan Record Office, with reference to '*Floreat Howardia*' by T.J. Foster, draft histories among the records, and the official programme for the opening of the new school in 1954 [EHGSEC/17/60]

Rules or conventions

This description follows Glamorgan Record Office guidelines based on ISAD(G) compatible cataloguing guidelines for fonds level descriptions used by the Archives Network Wales.

Date of description

Revised September 2005

Log-books

EHGSEC/1/1	Log-book [1 vol.] Produce transcript	1885-1895
EHGSEC/1/2	Log-book [1 vol.] Produce transcript	1895-1908
EHGSEC/1/3	Transcript of log-book [1 file]	1885-1895
EHGSEC/1/4	Transcript of log-book [1 file]	

Admissions and pupils' registers

EHGSEC/2/1	Admissions register. Boys (withdrawals up to 1893)	1885-1889
EHGSEC/2/2	Admissions register. Boys	1889-1901
EHGSEC/2/3	Admissions register. Boys [3 vols.]	1901-1904
EHGSEC/2/4	Admissions register. Boys 'This register was commenced in 1904 ... It replaced an earlier register marked (A). the entries at the beginning refer only to those boys who were in the secondary portion of the school. The lower portion of the school and the names of the boys therein were recorded in a separate register' [1 vol.]	1900-1908
EHGSEC/2/5-13	Admission and pupils' record register [1 vol.]	1903-1930
EHGSEC/2/14	Admission and pupils' records register Duplicating part of EHGSEC/2/10 [1 vol.]	1917-1920
EHGSEC/3/1-7	Registers of pupils (boys and girls), recording addresses, subject scores and fathers' trades [7 vols.]	1885-1904

Attendance records

EHGSEC/4/1	Summary attendance register [1 vol.]	1946-1949
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HOWARD GARDENS AND HOWARDIAN HIGH SCHOOLS

EHGSEC

EHGSEC/4/2-4	Attendance register copies compiled for Board of Education Upper Remove 4th Technical 6th Arts [3 files]	1936 1936 1937
	<u>Staff records</u> Records less than 75 years are closed under the Data Protection Act.	
EHGSEC/5/1	Staff register for Boys School, recording details of birth, appointment, qualification, experience, etc., compiled c. 1907 onwards, with later annotations [1 vol.]	1898-1948
EHGSEC/5/2	Notes compiled on members of staff at times of leaving [1 vol.]	1934-1948
EHGSEC/5/3	Staff meetings, minutes book [1 vol.]	1901-1906
EHGSEC/5/4	Board of Education. Amendment to staff register [2 papers]	1920
EHGSEC/5/5	Record of staff, including details of qualification and service [1 file]	1949
EHGSEC/5/6	Correspondence relating to staff posts [1 file]	1947, 1953
EHGSEC/5/7	Copies of 2 letters from headmaster to Director of Education, Cardiff County Borough, relating to appointment of caretaker [1 file]	1953
EHGSEC/5/8	Log-book kept by D. Williams relating to school management and trustees [1 vol.]	1946
	<u>Pupils records</u> Subject to Data Protection Act	
EHGSEC/6/1	Pupils report book: Stephen McCool	1963-1970
EHGSEC/6/2	Pupil's report book. Michael Charles Montrose	1963-1970
EHGSEC/6/3	Pupil's report book. John Moseley	1963-1970
EHGSEC/6/4	Pupil's report book. Kevin John Parker	1963-1970
EHGSEC/6/5	Pupil's report book. Charles David Poole	1962-1970

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EHGSEC/6/6	Pupil's report book. Christopher Probert	1965-1969
EHGSEC/6/7	Pupil's report book. David Michael Sullivan	1962-1970
EHGSEC/6/8	Pupil's report book. Clive Thomas	1962-1970
EHGSEC/6/9	Pupil's report book. Gareth Thomas	1963-1970
EHGSEC/6/10	Pupil's report book. Philip Craig Tunnicliffe	1966-1969
EHGSEC/6/11	Pupil's report book. Gareth Williams [11 vols.]	1963-1970
EHGSEC/6/12	Pupil's record card. Barry Richards, Hawthorn Road Infants [1 card]	Jul 1955
EHGSEC/6/13	Upper School form lists [1 file]	1974-1975
EHGSEC/6/14	Pupil's records cards. Steven Robert Blackman	
EHGSEC/6/15	Pupil's records cards. Steven Paul Davies	
EHGSEC/6/16	Pupil's records cards. A. Green	
EHGSEC/6/17	Pupil's records cards. Stephen Michael Joseph	
EHGSEC/6/18	Pupil's record card. -- Leech	
EHGSEC/6/19	Pupil's record card. Victor Pritchard	
EHGSEC/6/20	Pupil's record card. Keith Salt [7 vols.]	

Pupils and miscellaneous accounts

EHGSEC/7/1	Pupils Book Fund. Register of weekly fees (recording pupils)	1927-1929
EHGSEC/7/2	Pupils Book Fund. Register of weekly fees (recording pupils)	1929-1931
EHGSEC/7/3	Pupils Book Fund. Register of weekly fees (recording pupils)	1934-1935
EHGSEC/7/4	Duplicate of EHGSEC/7/3 [4 vols.]	
EHGSEC/7/5	Stocks and stores accounts book	1920-1923
EHGSEC/7/6	Stocks and stores accounts book [2 vols.]	1923-1938
EHGSEC/7/7	General Fund bank accounts book [1 vol.]	1930-1933
EHGSEC/7/8	Scholarship Fund accounts book [1 vol.]	1933-1970
EHGSEC/7/9	Correspondence relating to the General Fund [1 file]	c. 1934-1936

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EHGSEC/7/10	F.J. Mathias Memorial Fund. Minutes book [1 booklet]	1934-1937
EHGSEC/7/11	F.J. Mathias Memorial Fund. Statement of accounts [1 booklet]	1934-1939
EHGSEC/7/12	School orders. Correspondence and related papers [1 file]	1947-1948
EHGSEC/7/13-15	City of Cardiff, Education Committee. Schedules of school material and stationery [3 booklets]	1951, 1955, 1957

Record of pupils

EHGSEC/8/1	Record of Old Form 6 scholars: boys 1903-1913 and girls 1903-1906 [1 vol.]	1903-1916
EHGSEC/8/2	Record of school leavers [1 vol.]	1956-1960

**Parent-Teachers Association and parents
(general)**

EHGSEC/9/1	Parent-Teachers Association. Minutes of executive meeting [1 vol.]	1934-1947
EHGSEC/9/2-4	Parent-Teachers Association. Miscellaneous correspondence [2 files]	1952-1953
EHGSEC/9/5	'D. Williams. Parents' Book' containing notes on pupils and parents [1 vol.] 75 year closure under Data Protection Act	1946-1947

Athletic Club

EHGSEC/10/1	Annual General Meetings. Minutes book (marked 'A') [1 vol.]	1909-1929
EHGSEC/10/2	Committee Meetings. Minutes book (1)	1909-1907
EHGSEC/10/3	Committee Meetings. Minutes book (3)	1909-1912
EHGSEC/10/4	Committee Meetings. Minutes book (4)	1912-1915

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EHGSEC/10/5	Committee Meetings. Minutes book (5) [4 vols.]	1915-1925
EHGSEC/10/6-10	Board Meetings. Minutes books (marked 'B1-B5') [5 vols.]	1925-1969
EHGSEC/10/11-13	Executive Committee. Minutes books (marked 'E1-E3') [3 vols.]	1927-1964
EHGSEC/10/14	Accounts book	1898-1902
EHGSEC/10/15	Accounts book [2 vols.]	1904-1905
EHGSEC/10/16	Record of athletic fees received (with names of contributors) [1 vol.]	1917-1930
EHGSEC/10/17	Statements of accounts [1 file]	1953-1960
EHGSEC/10/18-53	Sports programmes [36 booklets and papers]	1918, 1925, 1928, 1929, 1934, 1938, 1949, 1955-1970, 1951
<u>Old Boys' Club and Old Howardians' Association</u>		
EHGSEC/11/1	Membership card of T.J. Foster [1 card]	1947-1950
EHGSEC/11/2	Old Boys' Club. Names of those invited to preliminary meeting 1922 and list of those present at unveiling ceremony [1 booklet]	1922
EHGSEC/11/3	Old Howardians' Association minutes book	1929-1934
EHGSEC/11/4	Old Howardians' Association minutes book [2 vols.]	1947-1958
EHGSEC/11/5	Old Howardians' Athletic Club. Membership card of T.J. Foster [1 card]	after 1976
EHGSEC/11/53-55	'War Letters' to W. Dyche, headmaster, and chairman of Old Boys War Memorial Fund, from Old Boys in armed forces [3 files]	1914, 1915, 1916 and 1919

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EHGSEC/11/6	'War Letters' to W. Dyche, headmaster, and chairman of Old Boys War Memorial Fund, from Old Boys in armed forces [1 file]	1917
EHGSEC/11/7	'War Letters' to W. Dyche, headmaster, and chairman of Old Boys War Memorial Fund, from Old Boys in armed forces [1 file]	1918
EHGSEC/11/8	Provisional List of Masters and Old Boys serving with HM Forces in the Great War, 1916 [1 printed booklet]	n.d.
EHGSEC/11/9	Rolls of Honour [1 file]	1914-1918 1939-1945
EHGSEC/11/52	Roll of Honour file, including names of Old Boys and others attending the unveiling of memorial; lists of the 'Fallen'; order of procession and correspondence; provisional lists of Old Boys Killed in World War I and those winning distinctions, November 1919; invitation tickets for unveiling of memorial; and manuscript lists [1 file of booklets and papers]	n.d.
EHGSEC/11/10	Old Boys' Memorial Fund. Correspondence received, 1920-1922; with lists of sums promised, 1922 [1 file]	1920-1922
EHGSEC/11/11	Minutes of Old Boys' Association concerning Roll of Honour [1 booklet]	1920-1922
EHGSEC/11/12-15	War Memorial Fund. Bank account, credit book, and receipts books [4 vols.]	1920-1922
EHGSEC/11/16	War Memorial Fund. Promises of cash, cash received, subscriptions and accounts [1 file]	1920-1922
EHGSEC/11/17	Circular from W. Dyche, headmaster, regarding war memorial [1 paper]	6 Jun 1920

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EHGSEC/11/18, 19	Authorities to receive subscriptions for War Memorial Fund [2 cards]	
EHGSEC/11/20, 21	2 letters from Bert Skrine, Howard Gardens Boys High School, to Dyche regarding Old Boys [2 papers]	1935
EHGSEC/11/22	War Memorial Fund. Letter of appeal, no date, with Rolls of Honour, 1939-1918 and 1939-1945 [1 paper]	after 1945
EHGSEC/11/56	War letters to Dr. Woosnam [1 file]	1942, 1943, and no date
EHGSEC/11/23	Cuttings from the 'South Wales Echo'. Rolls of Honour for Remembrance Day [1 file]	1980-1983
EHGSEC/11/24	Programme of Old Howardians' Cricket Evening [1 paper]	Feb 1957
EHGSEC/11/25	Letter of appeal for sports pavilion [1 paper and duplicate]	no date
EHGSEC/11/26-50	Old Boys Dinner menu cards [27 cards with duplicates]	1933, 1936-1939, 1947, 1950, 1952-1958, 1960-1967, 1969, 1985
EHGSEC/11/51	Old Howardians Association. Membership card [1 card]	1937-1938

Miscellaneous school societies

EHGSEC/12/1	Literary and Debating Society minutes book [1 vol.]	1926-1932
EHGSEC/12/2	Natural History Society Gazette [1 bdle of typescript newsletters]	1972-1973
EHGSEC/12/3	Rugby Club annual dinner menu card [1 card and duplicate]	1972
EHGSEC/12/4	Senior Playreading Society. Treasurer's record of contributions [1 booklet]	no date

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EHGSEC/12/5-9	Cardiff High Schools Swimming Association. Festival Swimming Gala programmes [4 printed programmes with duplicates]	1958, 1961, 1962, 1964, 1965
EHGSEC/12/10-12	Howardian High School for Boys. Annual Swimming Gala programmes [5 papers]	1963-1966
EHGSEC/12/13	South Glamorgan Schools' Cricket Association. Officers, Rules, Trials, Fixtures and Directory [1 printed booklet]	1981
EHGSEC/12/14	Cardiff Cornish Society. Annual Dinner guest list and menu, containing illustration of E. Douglas Cory [1 printed booklet]	1930
EHGSEC/12/15	High School Travel Club. Description of visit to France, Switzerland and Italy; with covering letter from J.C. Leech to T.J. Foster [1 illustrated booklet]	1965

The Old Howardians Dramatic Society

EHGSEC/13/1, 2	Programme, with duplicates and newspaper cutting, for 'Laburnum Grove' by J.B. Priestley [1 booklet with 2 duplicates; 1 paper]	Dec 1938
EHGSEC/13/3, 4	Tickets for 'Easy Money' by Arnold Ridley [2 cards]	Jan 1950
EHGSEC/13/5	Programmes: 'A Lady Mislaid' by Kenneth Horne	Nov 1952
EHGSEC/13/6	'Murder at the Vicarage' by Agatha Christie	Mar 1953
EHGSEC/13/7	'Random Harvest' by James Hilton	Dec 1953
EHGSEC/13/8	'Count your Blessings' by Ronald Jeans	Mar 1954
EHGSEC/13/9	'Golden Rain' by R.F. Delderfield	Jan 1955
EHGSEC/13/10	'It's Never too Late' by Felicity Douglas	Mar 1956
EHGSEC/13/11	Covering programme of 'The Tempest' by William Shakespeare (The East Moor Players) [7 booklets]	Jan 1925

The Howardian Dramatic Society

EHGSEC/14/1	Programmes: 'The Ivory Door' by A.A. Milne [1 paper programme]	Mar 1935
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EHGSEC

EHGSEC/14/2-40	Programmes [39 programmes]	1947-c. 1980
EHGSEC/14/1	'The Ivory Door' by A.A. Milne	Mar 1935
EHGSEC/14/2	'Androcles and the Lion' by G.B. Shaw	Dec 1947
EHGSEC/14/3	'Richard of Bordeaux'	1949
EHGSEC/14/4	'Merchant of Venive'	1950
EHGSEC/14/5	'The Miser' by Molière	1951
EHGSEC/14/6	'The Rose and the Glove' by H.R. Williamson	1952
EHGSEC/14/7	'The Barretts of Wimpole Street' by Rudolf Besier	1954
EHGSEC/14/8	'Spring 1600' by Emlyn Williams, with ticket	1954
EHGSEC/14/9	'The Puritaine'	1956
EHGSEC/14/10	'An Anthology of Wales'	1956
EHGSEC/14/11	'The Winslow Boy' by Terence Rattigan	1957
EHGSEC/14/12	'Arsenic and Old Lace' by Joseph Kesselring	1958
EHGSEC/14/13	'Men in Shadow' by M.H. Bell	1959
EHGSEC/14/14	'My Three Angels' by Sam and Bella Spewack	1960
EHGSEC/14/15	'The Heiress' by R. and A. Goetz	1961
EHGSEC/14/16	'Journey's End' by R.C. Sherriff	1963
EHGSEC/14/17	'Antigone' by Sophocles	1962
EHGSEC/14/18	'The Long Sunset' by R.C. Sherriff	1963
EHGSEC/14/19	'The Merry Wives of Windsor' by Shakespeare	1964
EHGSEC/14/20	'The Duke in Darkness' by P. Hamilton	Dec 1956
EHGSEC/14/21	'Medea' by Euripedes	Apr 1966
EHGSEC/14/22	'A Man for all Seasons' by Robert Bolt, with ticket	Dec 1967
EHGSEC/14/23	'Doctor in the House' by Ted Willis	Feb 1969
EHGSEC/14/24	'She passed through Lorraine' by Lionel Hale	Dec 1969
EHGSEC/14/25	'Arms and the Man' by G.B. Shaw	Dec 1970
EHGSEC/14/26	'The Boy Friend' by Sandy Wilson	Dec 1971
EHGSEC/14/27	'A Lady Mislaid' by Kenneth Horne	1972
EHGSEC/14/28	'Free as Air' by D. Reynolds and J. Slade	Dec 1972
EHGSEC/14/29	'Oklahoma' by Rogers and Hammerstein	Dec 1973
EHGSEC/14/30	'The Sound of Music' by Rogers and Hammerstein	Dec 1974
EHGSEC/14/31	'Night Must Fall' by Emlyn Williams	Jul 1975
EHGSEC/14/32	'Oliver' by Lionel Bart	Dec 1975
EHGSEC/14/33	'Heidi'	Apr 1976
EHGSEC/14/34	'My Fair Lady'	Dec 1976
EHGSEC/14/35	'Tom Sawyer'	1977
EHGSEC/14/36	'Half a Sixpence' by David Heneker	
EHGSEC/14/37	'Pinocchio' by Brian Way	
EHGSEC/14/38	'Sing a Song of Sixpence' by N. Robbins	Dec 1979
EHGSEC/14/39	'Winter Festival of Dance & Drama'	c. 1980
EHGSEC/14/40	'The Golden Goose' by W.T. Cunningham [40 programmes with duplicates]	c. 1976

Howardian Parents Association Drama Group

	Programmes:	
EHGSEC/15/1	'Look under that Halo' by R. Shirley	Mar 1964
EHGSEC/15/2	'I Loved Ophelia' by W. Butler	Nov 1964
EHGSEC/15/3	'The Bride Comes Back' by R. Miller	Mar 1965
EHGSEC/15/4	'Pools Paradise' by P. King	May ?1966
EHGSEC/15/5	'Jolt for the Joneses' by R. Shirley	?1967
EHGSEC/15/6	'You Can't Take it with You' by Hart and Kaufman	Feb 1968
	[6 programmes]	

Prize Giving

EHGSEC/16/1-23	Programmes [23 programmes with duplicates and enclosed papers]	1934, 1946, 1948, 1950 (draft), 1952, 1956, 1960, 1962, 1964, 1966, 1971- 1977, 1979-1981, 1983
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Miscellaneous school events and service cards

EHGSEC/17/1	Invitation to annual sports [1 card]	1937
EHGSEC/17/2-4	Programmes: Annual fayre Annual fayre Autumn fayre [2 papers and 2 booklets]	Jun 1958 Jul 1966 Nov 1971
EHGSEC/17/5	Programme of Handel's Messiah [1 booklet and 1 duplicate]	Apr 1963
EHGSEC/17/6-8	Eisteddfod programmes [2 files]	1982, 1983, 1985
EHGSEC/17/9-13	Anniversary dinner dances menus cards [5 cards and duplicates]	1960, 1962, 1963, 1966, 1967
EHGSEC/17/14	Celebration dinner (scholarships and awards) menu [1 programme and duplicate]	Jul 1963

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EHGSEC/17/15-17	New pavilion celebration dinner menu card and two invitation cards [1 programme, 2 cards, and duplicates]	Jul 1963
EHGSEC/17/18, 19	Menu card for Christmas dinner in honour of Mrr. R.A. Jones, Miss N.M. Williams and Miss A.E. Griffiths [1 programme and duplicate]	Dec 1967
EHGSEC/17/21	Invitation to school centenary celebration [1 paper]	Oct 1984
EHGSEC/17/22	Retirement dinner menu for Rev. D.L. Clarke [1 programme]	Jul 1975
EHGSEC/17/23-32	Memorial service cards for: Former headmasters and dedication of war memorial organ Alderman E.E. Pearce F.J. Wilkins Walter S. Locke Rev. A.T. Swaffield Dewi L. Williams Robert Edward Presswood Archibald Sinclair T.E. Billing Rev. J.C.D.S. Banfield [10 cards]	Oct 1953 Jan 1963 c. Nov 1965 Jun 1968 Jun 1969 Apr 1972 Nov 1978 Nov 1980 Sep 1983 Nov 1983
EHGSEC/17/33-35	Wedding service cards for: Patricia Ann Foster and H.R. Jenkins Susan Foster and M. Pinches Jacqueline Marie Lane and P.M. Radford [3 cards]	Aug 1967 Sep 1978 Sep 1982
EHGSEC/17/36-39	Grand concert programmes, with tickets [3 programmes and tickets]	1961, 1962
EHGSEC/17/40, 41	Annual concert programmes [2 programmes]	1961, 1962
EHGSEC/17/42-44	Jubile dinner menu card and thanksgiving service programme [1 card and 3 programmes]	Mar 1935
EHGSEC/17/45	Invitation to jubilee dinner [1 paper]	Feb 1936

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EHGSEC/17/46	Message from King George VI to celebrate victory [1 printed card and duplicate]	8 Jun 1946
EHGSEC/17/47, 48	Order of service for Founders' Day, containing text of an address by Deiniol Williams, headmaster [1 programme and duplicate, 2 papers]	28 May 1948
EHGSEC/17/49	Invitation from the Lord Mayor of Cardiff to Thomas Foster to luncheon at City Hall on visit to HM Attorney General [1 card]	31 Jan 1953
EHGSEC/17/50, 51	Thanksgiving service programme of Lady Margaret High School and the Howardian High School, with copy of an address by the bishop of Llandaff [1 programme and duplicate, 1 file]	Jan 1960
EHGSEC/17/52-59	Carol programmes [8 booklets]	1958, 1959, 1961, 1963, 1964, 1965, 1982 and n.d.
EHGSEC/17/60	Programme of official opening of the Howardian High School for Boys [1 booklet and duplicate; illustrated]	9 Jun 1954
<u>Prospectuses, handbooks and miscellaneous booklets</u>		
EHGSEC/18/1-4	Higher Grade School prospectus [4 booklets]	1900, 1902, 1903, 1904
EHGSEC/18/5-15	Boys School prospectus [11 booklets and duplicates]	1908-1915, 1924-1928
EHGSEC/18/16-27	Year book and calendar [11 booklets and duplicates]	1955-1958, 1960-1970
EHGSEC/18/28-33	Staff hand books and calendars [6 booklets and duplicates]	1971-1973, 1974-1978
EHGSEC/18/34	Parents' hand book and calendar [1 booklet]	Sep 1973
EHGSEC/18/35	Howardian High School. An introduction, 1978-1979 [1 booklet]	1978

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EHGSEC/18/36, 37	Sixth form handbook [2 booklets]	1975-1976, 1979-1980
EHGSEC/18/38	Howardian High School. Information booklet, 1982-1983 [1 booklet]	1982
EHGSEC/18/39	City of Cardiff Education Committee. Secondary Education in Cardiff. A Handbook for Parents [1 booklet]	
EHGSEC/18/40	Education in the City. A Report on Education in the City of Cardiff, 1969-1971 [1 booklet]	1971
EHGSEC/18/41	The Howardian High School, Cardiff. In Memoriam 1914-1918, 1939-1945. Service booklet [1 booklet]	1953
EHGSEC/18/42	The Final Yearbook. Labor Omnia Vincit. 1885- 1900 [1 booklet]	1990
EHGSEC/18/43	Final Assembly service. Carmen Hovardiense 1885-1990 [1 booklet]	1990

School magazines

EHGSEC/19/1-10	'The Gradian', vol. I (1, 4-10) [7 booklets]	Dec 1900-Dec 1901
EHGSEC/19/11-23	'The Gradian', vol. II (1-7, 9-23) [12 booklets]	Feb 1902-Nov 1903
EHGSEC/19/24-29	'The Howardian', vol 1, nos.1-6 [12 booklets]	Nov 1924-Nov 1926
EHGSEC/19/30-36	'The Howardian', vol 2 and Vol. 3, no.1 [7 booklets]	Jun 1927-Jun 1930
[EHGSEC/19/37	'The Howardian', vol.3, no.2 MISSING]	
EHGSEC/19/38	'The Howardian', vol.3, no.3 [1 booklet]	Jun1931
[EHGSEC/19/39-41	'The Howardian', vol.3, nos.4-6	

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EHGSEC

EHGSEC/19/42	'The Howardian', vol.4, no.1 [1 booklet]	Jun 1933
[EHGSEC/19/43, 44	'The Howardian', vol4, nos.2-3 MISSING]	
EHGSEC/19/45, 46	'The Howardian', vol.4, nos.4-5 [2 booklets]	Dec 1934, Jun 1935
[EHGSEC/19/47	'The Howardian Missing', vol.4, no.6 MISSING]	
EHGSEC/19/48-53	'The Howardian', vol.5, nos.1-6 [6 booklets]	Jun 1936-Jul 1939
EHGSEC/19/54-56	'The Howardian', vol.6, nos.1-6 [6 booklets]	Jul 1940-Jul 1942
[EHGSEC/19/57, 58	'The Howardian' MISSING]	
EHGSEC/19/59	'The Howardian', vol.6, no.6 [1 booklet]	Dec 1945
EHGSEC/19/60-65	'The Howardian', vol.7, nos.1-6 [6 booklets]	Dec 1946-Dec 1951
EHGSEC/19/66-71	'The Howardian', vol.8, nos.1-6 [6 booklets]	Dec 1952-Dec 1957
EHGSEC/19/72-77	'The Howardian', vol.9, nos.1-6 [6 booklets]	Dec 1958-Dec 1963
EHGSEC/19/78-83	'The Howardian', vol.10, nos.1-6 [6 booklets]	Dec 1965-Apr 1970
EHGSEC/19/84	'The Howardian' [1 booklet]	May 1971
EHGSEC/19/85	'The Howardian' [1 booklet]	May 1972
EHGSEC/19/86-89	'The Howardian' [4 booklets; typescript]	1973-1976
EHGSEC/19/90	'Crump' magazine [1 booklet; typescript]	Christmas 1970
EHGSEC/19/91	'The Howardian. Centenary edition, 1885-1985', ed. W.K. Glaze [1 booklet]	1985

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EHGSEC

EHGSEC/19/92	'School Mag' '86. Save our School' [1 booklet]	1986
	<u>Reports</u>	
EHGSEC/20/1	Cardiff Higher Grade School of Science. HM Inspector's annual report [1 booklet and duplicate]	1902
EHGSEC/20/2	Higher Grade School (Boys and Girls) Board of Education report [1 booklet]	1905
EHGSEC/20/3	County Borough of Cardiff. Printed copy of EHGSEC/20/2 [1 booklet]	1905
EHGSEC/20/4	Extracts from reports on teaching of Welsh [2 papers]	1904-1906
EHGSEC/20/5-11	Board of Education. Welsh Department reports [7 booklets]	1907, 1908, 1909, 1912, 1914, 1922, 1938
EHGSEC/20/12-22	University of London. Reports and appendixes on the General School Examination at the boys school [11 booklets]	1919-1923
EHGSEC/20/23	Ministry of Education. HM Inspector's report (incomplete) [1 paper]	1949
EHGSEC/20/24	Central Welsh Board. General report on county schools [1 booklet]	1934
EHGSEC/20/25	County Borough of Cardiff, Education Committee. Report on Public Higher Education in Cardiff, by John J. Jackson, Director of Education [1 booklet]	1905
EHGSEC/21/1-55	Headteacher's reports, recording staff and school leavers [1 bundle]	1934-1940

Syllabus and government publications on higher education

EHGSEC/22/1	Cardiff School Board. Higher Grade School. Syllabus for Grammar, by W. Dyche [1 booklet]	1903
EHGSEC/22/2	Board of Education. Circular and memorandum: Teaching of History in Secondary Schools [1 booklet]	1908
EHGSEC/22/3	Board of Education. Circular: The Teaching of English in Secondary Schools [1 booklet]	1910
EHGSEC/22/4	Board of Education. Welsh Department. Circular: Education in Wales. Advanced Courses in Secondary Schools [1 booklet]	1919
EHGSEC/22/5	Board of Education. Education, Wales. Regulations for secondary schools. Draft statutory rules and orders [1 booklet]	1924
EHGSEC/22/6	Board of Education, Welsh Department. Suggestions to Teachers. Celebration of St David's Day in the Schools of Wales [1 booklet]	1929
EHGSEC/22/7	Board of Education, Welsh Department. Circular: Revision of the Regulations for Secondary Schools [1 booklet]	1935
EHGSEC/22/8	Board of Education. Education Pamphlet no. 114. The Organisation and Curriculum of Sixth Forms in Secondary Schools	1938
EHGSEC/22/9	Ministry of Education. The Future of Secondary Education in Wales / Dyfodol Addysg Uwchradd yng Nghymru	1949
EHGSEC/22/10	Parliamentary Debates (Hansard) 503, no.129, including debate on economies in education	Jul 1952
EHGSEC/22/11	Scheme of work for various subjects and report on difficulties caused by enemy action	1947-1949

EHGSEC/22/12	Correspondence and copy of report relating to inquiry into teaching of English [1 file]	1957-1958
EHGSEC/22/13	Descriptions of syllabus in various subjects [1 file]	1943-1949
<u>School management and reorganisation</u>		
EHGSEC/23/1	City of Cardiff Education Committee. Reports of committees containing resolutions concerning the reorganisation of the Higher Grade School [1 booklet]	May 1906
EHGSEC/23/2	City of Cardiff Education Committee. Reports of committee January 1907 containing HM Inspector's report September 1906 [1 booklet]	Jan 1907
EHGSEC/23/3	Formal letter from parents of scholars to headmaster to explain the nature of changes in the constitution and management of the school [1 paper]	Sep 1906
EHGSEC/23/4	Board of Education, Welsh Department. Scheme for the Alteration of the Scheme regulating the Cardiff Intermediate and Technical Education Fund [1 booklet]	Aug 1910
EHGSEC/23/5-9	Cardiff Education Committee. Articles of Government of Howard Gardens Boys School and Secondary School [5 papers]	1910, 1948, 1953, 1971
EHGSEC/23/10	City of Cardiff Education Committee. New Tenure and Sick Pay Conditions for Teachers [1 booklet]	1947
EHGSEC/23/11	Reorganisation of Secondary Education in Cardiff. Correspondence, reports and memoranda [1 bundle]	1964-1969
EHGSEC/23/12	School rules and miscellaneous legal papers [1 file]	c. 1931-1940
EHGSEC/23/13	Papers relating to liability for accidents 1932, accidents 1948, and drug taking 1967 [1 file]	1932, 1948, 1967

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EHGSEC/23/14	Minutes of sub-committee appointed to re-examine award of points under the house system [1 vol.]	1939
EHGSEC/23/15	Howardian High School. Information booklet 1983-1984 produced by South Glamorgan County Council [1 booklet]	1983
EHGSEC/23/16-18	1st, 2nd and 3rd annual reports of governors to parents [3 booklets]	1987, 1988, 1989
<u>School management and reorganisation</u>		
EHGSEC/24/1-229	<u>Papers relating to the history of Howard Gardens Schools</u> Assembled by Dr Llewelyn Woosnam and T.J. Foster, including:	
EHGSEC/24/1	Description of the daily round (Girls)	n.d.
EHGSEC/24/2, 3	Notes on Old Boys Society	
EHGSEC/24/4, 5	Letters relating to former students	1909, 1914
EHGSEC/24/6	Letter regarding liability for accidents to boys	1932
EHGSEC/24/7-34	Cuttings and notes on reorganisation of the Higher Grade School as Municipal Secondary School	1905-1908
EHGSEC/24/35-47	Notes and cuttings on school athletics	c. 1990
EHGSEC/24/48-50	Old Boys Club. Reports of directors 1903 and 1906 and notes	1903, 1906, and n.d.
EHGSEC/24/51, 52	Notes on Cardiff School Board members 1875-1887 and school	c. 1990
EHGSEC/24/53	Annual rates of teachers' salaries at Howard Gardens Boys School	1927-1928, 1953-1954
EHGSEC/24/54	Reflections on the General Certificate of Education, by A. Sinclair	c. 1950-1953
EHGSEC/24/55, 56	Report on accommodation problems	1960
EHGSEC/24/57, 58	Lists of pupils winning school honours 1949-1957 and major scholarships 1954-1957	1949-1957

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EHGSEC/24/59	Drawing of proposed honours board for entrance hall	1952
EHGSEC/24/60	Report on prize ditribution	1948
EHGSEC/24/61-73	Miscellaneous correspondence	1949
EHGSEC/24/74	Report on 'The Howardian'	1946
EHGSEC/24/75	Consolidated report on annual school play	1939-1940
EHGSEC/24/76	Notes on staff rota	1934
EHGSEC/24/77	National Savings	1945
EHGSEC/24/78-81	Economics, music and biology teaching	1939-c.1945
EHGSEC/24/82-87	Board of Education returns	1945-1946
EHGSEC/24/88-93	Staff	1948-1949
EHGSEC/24/94-112	Difficulties experienced at the school: school fabric, equipment, staff, and enemy action	1946-1948
EHGSEC/24/113-154	School playing field	1945-1946
EHGSEC/24/155	Letter regarding equipment programme	1948
EHGSEC/24/156,157	Cuttings from Hansard relating to Cardiff education	1949
EHGSEC/24/158,160	Scholarships scheme	1933
EHGSEC/24/161-166	Senior awards	1939
EHGSEC/24/167-169	Circular on Education Act 1936	1939
EHGSEC/24/170	Hardcastle-Howell' Trust Fund	1941
EHGSEC/24/171,172	Subsidiary inspection report	1940
EHGSEC/24/173-194	Reports on teaching subjects, library, and school activities	1945-1946
EHGSEC/24/195-217	Papers relating to leaving of pupils and penalties	1937-1949
EHGSEC/24/218-227	Trespass on school field and accessibility	1935

EHGSEC/24/228,229	Salary assessments, listing staff at Boys School [1 bundle]	1952-1953
	<u>Miscellaneous papers, probably assembled by Woosnam and Foster</u>	
EHGSEC/25/1	Speech Day programme of Canton High School for Boys	14 Mar 1934
EHGSEC/25/2	Recommendations submitted by sub-committee appointed to re-examine the award of points under the House System	1939
EHGSEC/25/3-9	School Report	1937-1938
EHGSEC/25/10	Founders Day programme	1940 and 1943
EHGSEC/25/11	Invitation card(and duplicate) to Miss Dorothy Jenkins, Principal of St Brigid's School, Chota Nagpur, from Howard Gardens High School for Girls to attend annual prize distribution	1945
EHGSEC/25/12-20	Record of meeting with Mr and Mrs Dinnick relating to Paul Dinnick, Roger Goodman and others in matter disciplinary matter	1955
EHGSEC/25/21-23	Correspondence sent to Alderman Robinson concerning headmaster's report to Cardiff Education Committee	1956
EHGSEC/25/24-28	System of grading pupils	1958
EHGSEC/25/29-35	Notes on organisation and curriculum	1959
EHGSEC/25/36	Ministry of Education. Return for Howardian High School	1960
EHGSEC/25/37-38	Papers relating to entrance gates	n.d.
EHGSEC/25/39-41	Report by Archibald Sinclair, headmaster, to the Cardiff Secondary Schools Committee	1 Mar 1961
EHGSEC/25/42-43	Papers regarding sports pavilion	
EHGSEC/25/44-60	Notes and cutting regarding juvenile delinquency and school discipline	1961

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EHGSEC/25/61	Minutes of Cardiff Secondary Schools Committee, with marked entries	5 Sep 1962
EHGSEC/25/62-65	Report from Cardiff City Police regarding alleged drug trafficking in Cardiff Schools	1967
EHGSEC/25/66-69	City of Cardiff Education Committee. Proposed scheme for appointments to head of department posts in secondary schools	1967
EHGSEC/25/70-71	City of Cardiff Education Committee. Reports of annual committee, and reports of committees and sub-committees	1969
EHGSEC/25/72-74	Howardian High School Parents' Association. Articles of constitution	c.1965-67
EHGSEC/25/75-78	Parents' Association. Formal letter to the Secretary for Welsh Education and address by headmaster to parents' meeting	1969
EHGSEC/25/79-80	Notes on new entrants	after 1953-c. 1960
EHGSEC/25/81-84	Insurance of school trophies	1936
EHGSEC/25/85-87	City of Cardiff Education Committee. Joint Advisory Committee (Secondary) relating to the School Certificate Examination	1937
EHGSEC/25/88-92	Civil Defence Act, 1948. Memorandum on evacuation, and circular from Welsh Board of Health, with notes on air raid precautions	1948-1950
EHGSEC/25/93	Poem by Gary Sharpe, second form, on 'My Dad'	c.1955?
EHGSEC/25/94-95	Memorandum on allowances for advanced teaching	c. 1955
EHGSEC/25/96	Report (incomplete) on school buildings	c. 1945-1950?
EHGSEC/25/97-98	Draft report by L.C. Josty	1946
EHGSEC/25/99	School calendar [1 paper calendar]	1987
EHGSEC/25/100	Sale catalogue of memorabilia [1 booklet]	17 Jul 1990
EHGSEC/26	Reminiscences of Howard Gardens School by Ken Edwards, addressed to T.J. Foster	1936

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EHGSEC/27	Copy of 'Short History' of Howard Gardens School by Dr Llewelyn Woosnam, headmaster, 1928-1945 [1 file]	c. 1945
EHGSEC/28	'Two Wars': reminiscences of Dr Woosnam; with related correspondence concerning Woosnam's application for pension service 1938 and enclosed list of German Railways Information Bureau lantern slides 1935-1936 and Cardiff Education Department High Schools film programme 1941 [1 file]	1935-1945
EHGSEC/29	'Dr. Llewelyn Woosnam, An Appreciation' by 'H.S.', summarising his career and achievements [2 papers]	?
EHGSEC/30	Newsclippings relating to the school, former pupils and education [1 file]	1977-1982
EHGSEC/31	Draft of unpublished history of Howard Gardens Schools by Dr Woosnam [1 bdle]	?1954
EHGSEC/32/1	Manuscript of ' <i>Floreat Howardia</i> '. <i>The Story of the Howard Gardens Schools, Cardiff, 1885-1977</i> by T.J. Foster [1 bdle]	1977
EHGSEC/32/2-8	Manuscript of same, probably unedited [7 bdles]	1977
EHGSEC/33/1	<i>An Outline History of the School, 1885-1954</i> , by ?Foster; with photocopies of cuttings and photographs [1 bdle]	c.1977
EHGSEC/33/2	Typescript notes on history of the school [1 bdle]	c.1977
EHGSEC/33/3-5	Photocopies of photographs and older papers regarding history of the school, in hand of Foster [1 bdle]	c.1977-1980

EHGSEC/33/6	Service booklet: Unveiling of a Memorial to the service and civilian parishioners of the parish of Whitchurch (Glam.) who lost their lives during the 1939-1945 war, and Dedication Service at the Library Gardens, 26th September 1948. Illustration of memorial. [1 booklet]	1948
EHGSEC/33/7	Flier for <i>A School at War</i> by T.J. Foster [1 paper]	Oct 1991
EHGSEC/33/8	Notes by ?Myhre on centenary celebrations 1985 [2 papers]	1985
EHGSEC/33/9	In Memoriam. Dewi L. Williams, B.A. Died 22nd April 1972. Williams was a master 1948-1972 Covering note from T.J. Foster to Ian Myhre [1 card, 1 paper]	14 Aug 1972
EHGSEC/33/10	2 plans of school, possibly at closure [3 papers]	?
<u>Miscellaneous</u>		
EHGSEC/34	Pass certificate of William S. Jones, Grangetown Board School, awarding a £3 scholarship by the Governors of the Welsh Intermediate Education Act (Cardiff Scheme) [1 printed card; coloured]	3 Nov 1896
EHGSEC/35	School prayers compiled by Archibald Sinclair, headmaster, 1949-1970 [1 vol.]	1949-1970
EHGSEC/36	Description of school trip to Stratford by D. Hughes (Upper GA) [1 vol. containing photographs]	May 1949
EHGSEC/37	<i>Pupil to President (Memoirs of an Architect)</i> , autobiography of Sir Percy Thomas (Leigh-on-Sea, 1963) [1 vol; illustrated]	1963
EHGSEC/38	Souvenir programme of the National Pageant of Wales [1 booklet; illustrated]	1909

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EHGSEC/39	City of Cardiff, Festival Programme [1 booklet; illustrated]	1958
EHGSEC/40	Commemorative programme of visit of H.M. Elizabeth, Queen Mother, to Cardiff for dedication of the Welsh National Book of Remembrance [1 booklet]	8 Jun 1966
EHGSEC/41	Programme of Official Opening of the Fairwater County Primary Junior Mixed School [1 booklet; illustrated]	10 Nov 1953

Photographs of school plays

EHGSEC/42/1-3	'She Stoops to Conquer'	1912
EHGSEC/42/4	'The Private Secretary'	1913
EHGSEC/42/5	'The Merchant of Venice'	1931
EHGSEC/42/6, 7	'The Ivory Door'	1935
EHGSEC/42/8	'Spring 1600'	1954
EHGSEC/42/9	'Men in Darkness' (error for 'Men in Shadow')	1959
EHGSEC/42/10	'Arsenic and Old Lace'	1958
EHGSEC/42/11	'My Three Angels'	1960
EHGSEC/42/12	'The Long Sunset'	1963
EHGSEC/42/13, 14	'The Merry Wives of Windsor'	1964
EHGSEC/42/15	'Lord Arthur Saville's Crime'	1966
EHGSEC/42/16	'A Man for All Seasons'	1967
EHGSEC/42/17	'Doctor in the House'	1969
EHGSEC/42/18, 19	'She Passed through Lorraine'	1969
EHGSEC/42/20, 21	'Arms and the Man'	1970
EHGSEC/42/22	'The Boyfriend'	1971
EHGSEC/42/23, 24	'A Lady Mislaid'	1972
EHGSEC/42/25	'Free AS Air'	1972

EHGSEC/42/26, 27 'The Sound of Music' 1974
 [27 photographs]

Photographs relating to sports

Cricket team

EHGSEC/43/1	First XI	c. 1919
EHGSEC/43/2	First XI	1920
EHGSEC/43/3	First XI	1933
EHGSEC/43/4	First XI	1945-1946
EHGSEC/43/5	Wasp XI	1951
EHGSEC/43/6	Junior XI	1956

[6 photographs]

Sailing

c. 1972

EHGSEC/43/7 Tim Claypole with sailing trophies
 [1 photograph]

Rugby

EHGSEC/43/8	Junior XV	1925-1926
EHGSEC/43/9	Junior XV	1934-1935
EHGSEC/43/10	Junior XV	1938-1939
EHGSEC/43/11	First XV	1945-1946
EHGSEC/43/12	Under 15 xV	c. 1947-1949
EHGSEC/43/13	First XV	1948-1949
EHGSEC/43/14	First XV	1949-1950
EHGSEC/43/15	Wasp XV	1955-1956
EHGSEC/43/16	Cardiff Boys XV	1955-1956
EHGSEC/43/17	First XV	1955-1956

Swimming

EHGSEC/43/18 Bernard Newman in swimming gear
[18 photographs] c. 1950

Pupils and staff

EHGSEC/44/1 Boys group with teacher 1885

EHGSEC/44/2 Sixth Form boys and girls Higher Grade School c. 1905-1906

EHGSEC/44/3 Boys group and teacher c. 1980

EHGSEC/44/4 Editorial staff (boys and girls) of Higher Grade School
magazine n.d.

EHGSEC/44/5 Higher Grade boys and girls with headteacher and
two other members of staff c. 1885-1895

EHGSEC/44/6 Higher Grade boys and teacher (possibly Sampson) c. 1885-1888

EHGSEC/44/7 Boys group c. 1931

EHGSEC/44/8 Visit to the P..... Observatory by boys and staff with
Daniel Jones, astronomer n.d.

EHGSEC/44/9 Prefects (boys and girls) and 5 staff 1971

EHGSEC/44/10 Dr F.J. Wilkins, later chairman and managing director
of Glaxo Laboratories, receiving prize at Technical
College c. 1914-1918

EHGSEC/44/11 Boys group c.1930-c.1940

EHGSEC/44/12 School prefects (boys) and 3 members of staff 1955-1956

EHGSEC/44/13-47 Photographs of pupils, mostly undated and
unidentified c.1946-1968

[36 sheets of mounted photographs]

EHGSEC/44/48-50 Unsorted photographs of staff
[3 envelopes of photographs] c.1970-1990

Staff and Miscellaneous

EHGSEC/45/1 Male staff, named 1885

EHGSEC/45/2 Male staff, named 1909-1910

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EHGSEC/45/3	Male staff and ?secretary	1935
EHGSEC/45/4	Male staff and ?secretary	1963
EHGSEC/45/5	Female staff and Old Girls: presentation to Mrs Allfield	n.d.
EHGSEC/45/6	Portrait OF mr H.H. Hammold, deputy head (retired 1929) and wife	c. 1928
EHGSEC/45/7	Archibald Sinclair (headmaster 1949-1970)	1970
EHGSEC/45/8	Staff and ?wives	c. 1893
EHGSEC/45/9	Male staff and ?secretaries [9 photographs]	1960
EHGSEC/45/10	Miss Attfield's (former headmistress of Howard Gardens Girls) 80th birthday celebrations [1 large mounted photograph]	1974
EHGSEC/45/11	Portrait of Lieut. Henry J. Gales, RE, with cutting recording presentation of Military Medal and M.C. to Walter Gale, 19 Sanquhar Street, Cardiff, his father	n.d.
EHGSEC/45/12	Portrait of Col. Charles W. David, former pupil of Higher Grade School c.1900	c. 1936-1940
EHGSEC/45/13	Portrait of Dr F.J. Wilkins, chairman and managing director of Glaxo Laboratories (killed in air crash in 1960s)	c. 1960
EHGSEC/45/14	Oldest past pupil and youngest pupil	Sep 1960
EHGSEC/45/15	Old Howardians Association. Annual dinner group [5 photographs]	1960
EHGSEC/46/1-17	Papers and Photographs relating to school closure including photographs of school demolition 1991; pupils at various dates; final assembly; staff; girls' choir; rugby teams; 'Save Howardian' campaign; final yearbook; teachers and pupils; cricket team; headmaster and ?governors c. 1955 [1 bdle]	c. 1955, 1990-1993