

Company number: 07368292

**PRIVATE COMPANY LIMITED BY GUARANTEE**  
**NOTICE OF SPECIAL RESOLUTION**  
**OF**  
**THE HAYESBROOK SCHOOL ACADEMY TRUST (the Company)**

Notice is hereby given that the following resolution was passed as a special resolution of the Company at the Annual General Meeting of the Company held on 14 May 2012

**SPECIAL RESOLUTION**

**THAT**, conditional upon receipt by the Company of the written consent of the Secretary of State for Education in accordance with article 10 of the Company's existing articles of association and clause 15 of the funding agreement between the Company and the Secretary of State for Education dated 26 November 2010, the draft regulations attached to this resolution be adopted as the articles of association of the Company in substitution for, and to the exclusion of, the existing articles of association

**WILLIAM ALLENDER**, company secretary



Dated

14<sup>th</sup> May

2012

Note The written consent of the Secretary of State for Education referred to above and in article 10 of the Company's existing articles of association and clause 15 of the funding agreement between the Company and the Secretary of State for Education dated 26 November 2010 was received on 19 April 2012



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THE COMPANIES ACT 2006

A COMPANY LIMITED BY GUARANTEE

ARTICLES OF ASSOCIATION

OF

THE HAYESBROOK SCHOOL ACADEMY TRUST

(Adopted pursuant to a special written resolution dated 14 May 2012)

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THE COMPANIES ACT 2006  
COMPANY LIMITED BY GUARANTEE  
ARTICLES OF ASSOCIATION  
OF  
THE HAYESBROOK SCHOOL ACADEMY TRUST

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## DEFINITIONS AND INTERPRETATION

1 In these articles -

- a "the Academies" means all the schools established or sponsored by the Company (and "Academy" shall mean any one of those schools),
- b "Academy Financial Year" means the academic year from 1<sup>st</sup> of September to 31<sup>st</sup> of August in any year,
- c "the Company" means the company intended to be regulated by these Articles and referred to in Article 2,
- d "Additional Directors" means the Directors appointed pursuant to Articles 61, 61A and 61C who, in the case of appointments pursuant to Article 61C, shall fulfil the roles notified to them by the Secretary of State in accordance with Article 61D,
- e "the Articles" means these Articles of Association of the Company,
- f "Chief Executive Officer" means such Director as may be appointed by the other Directors as the chief executive officer of the Company,
- g "Chief Inspector" means Her Majesty's Chief Inspector of Education, Children's Services and Skills or his successor,
- h "clear days" in relation to the period of a notice means the period excluding the day when the notice is given or deemed to be given and the day on which it expires or on which it is to take effect,
- i "DFE Principal Agreement" means the principal agreement entered (or to be entered) into by the Secretary of State, the Company and Kent County Council,
- j "DFE Principal Agreement Warning Notice" means any warning notice given to the Company by the Secretary of State dealing with any of the matters listed in Article 61B,
- k "Directors" means the Directors appointed pursuant to these Articles and "Academy Director" shall mean any one of the Directors appointed pursuant to Articles 51 and 52,

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- l "Existing Directors" means any Director of the Company excluding Additional Directors,
- m "financial expert" means an individual, company or firm who is authorised to give investment advice under the Financial Services and Markets Act 2000,
- n "Further Directors" means the Directors appointed pursuant to Article 62,
- o "the LAs" means all the local authorities covering the areas in which the Academies are situated (and "the LA" shall mean any one of these local authorities),
- p "Local Authority Associated Persons" means any person associated with any local authority within the meaning given in section 69 of the Local Government and Housing Act 1989,
- q "Local Governing Bodies" means the separate committees appointed pursuant to Articles 100 – 104 for each Academy (and "Local Governing Body" means any one of these committees),
- r "Master Funding Agreement" means the master funding agreement between the Company and the Secretary of State executed by the Company on or about the date on which the Articles were adopted by the Company,
- s "Member" means a member of the Company and someone who as such is bound by the undertaking contained in Article 8,
- t "the Memorandum" means the Memorandum of Association of the Company,
- u "Normal Payment Matters" has the meaning given to it in the DFE Principal Agreement,
- v "Office" means the registered office of the Company,
- w "the Parent Directors" means the Directors appointed pursuant to Articles 53 to 56 inclusive,
- w 1 "Personal Financial Interest" shall have the meaning ascribed to it in Article 6 8 (a),

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- x "PFI Academy" means an academy which forms part of a scheme procured pursuant to the government's private finance initiative,
- y "Principals" means the head teachers of the Academies (and "Principal" means any one of these head teachers),
- z "Principal Regulator" means the body or person appointed as the Principal Regulator under the Charities Act 2006,
- aa "Project Agreement" means the project agreement between Kent County Council and NewSchools (Swanscombe) Limited dated 24 May 2001,
- bb "Recognised Investment Exchange" shall have the meaning ascribed to that expression by the Financial Services and Markets Act 2000 (or legislation subordinate to the Financial Services and Markets Act 2000),
- cc "Relevant Funding Agreements" means the agreement or agreements entered into by the Company and the Secretary of State under section 1 of the Academies Act 2010 for the establishment of each Academy, including any variation thereof or supplemental agreements thereto (and "Relevant Funding Agreement" shall mean any one of them),
- dd "School Agreement" means the school agreement entered into by the Company and Kent County Council on or around the date on which these Articles were adopted relating to the provision of facilities and services to the PFI Academy,
- ee "Secretary" means the secretary of the Company or any other person appointed to perform the duties of the secretary of the Company, including a joint, assistant or deputy secretary,
- ff "Secretary of State" means the Secretary of State for Education or his successor,
- gg "Staff Director" means an employee of the Company who may be appointed as a Director pursuant to Article 50A,
- hh "Statement of Recommended Practice" means a statement of recommended practice issued by the Accounting Standards Board or such other body or bodies as are prescribed for the purposes of section 464 of the Companies Act 2006,

- ii "teacher" means a person employed under a contract of employment or a contract for services or otherwise engaged to provide his services as a teacher at one or more Academies, and
  - jj "the United Kingdom" means Great Britain and Northern Ireland.
  - kk Words importing the masculine gender only shall include the feminine gender  
Words importing the singular number shall include the plural number, and vice versa
  - ll Subject as aforesaid, words or expressions contained in these Articles shall, unless the context requires otherwise, bear the same meaning as in the Companies Act 2006, as appropriate
  - mm Any reference to a statute or statutory provision shall include any statute or statutory provision which replaces or supersedes such statute or statutory provision including any modification or amendment thereto
- 2 The company's name is The Hayesbrook School Academy Trust (and in this document it is called "the Company")
- 3 The Company's registered office is to be situated in England and Wales

## OBJECTS

- 4 The Company's object ("the Object") is specifically restricted to the following to advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing schools (such schools being the Academies) offering a broad and balanced curriculum
- 5 Without limitation, the Company may exercise all powers in furtherance of the Object, including the power
- (a) to draw, make, accept, endorse, discount, execute and issue promissory notes, bills, cheques and other instruments, and to operate bank accounts in the name of the Company,

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- (b) to raise funds and to invite and receive contributions provided that in raising funds the Company shall not undertake any substantial permanent trading activities and shall conform to any relevant statutory regulations,
  - (c) to acquire, alter, improve and (subject to such consents as may be required by law) to charge or otherwise dispose of property,
  - (d) subject to Article 6 below to employ such staff, as are necessary for the proper pursuit of the Object and to make all reasonable and necessary provision for the payments of pensions and superannuation to staff and their dependants,
  - (e) to establish or support, whether financially or otherwise, any charitable trusts, associations or institutions formed for the Object,
  - (f) to co-operate with other charities, other independent and maintained schools, voluntary bodies and statutory authorities operating in furtherance of the Object and to exchange information and advice with them,
  - (g) to pay out of funds of the Company the costs, charges and expenses of and incidental to the formation and registration of the Company,
  - (h) to establish, maintain, carry on, manage and develop the Academies at locations to be determined by the Directors,
  - (i) to offer scholarships, exhibitions, prizes and awards to pupils and former pupils, and otherwise to encourage and assist pupils and former pupils,
  - (j) to provide educational facilities and services to students of all ages and the wider community for the public benefit,

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- (k) to carry out research into the development and application of new techniques in education in particular in relation to the areas of curricular specialisation of each of the Academies and to their approach to curriculum development and delivery and to publish the results of such research, and to develop means of benefiting from application of the experience of industry, commerce, other schools and the voluntary sector to the education of pupils in academies,
  - (l) subject to such consents as may be required by law and/or pursuant to the terms of any contract entered into by or on behalf of the Company to borrow and raise money for the furtherance of the Object in such manner and on such security as the Company may think fit,
  - (m) to deposit or invest any funds of the Company not immediately required for the furtherance of its object (but to invest only after obtaining such advice from a financial expert as the Directors consider necessary and having regard to the suitability of investments and the need for diversification),
  - (n) to delegate the management of investments to a financial expert, but only on terms that
    - (i) the investment policy is set down in writing for the financial expert by the Directors,
    - (ii) every transaction is reported promptly to the Directors,
    - (iii) the financial expert will regularly review the performance of the investments with the Directors,
    - (iv) the Directors are entitled to cancel the delegation arrangement at any time,
    - (v) the investment policy and the delegation arrangement are reviewed at least once per Academy Financial Year;
    - (vi) all payments due to the financial expert are on a scale or at a level which is agreed in advance and are notified promptly to the Directors on receipt, and
    - (vii) the financial expert must not do anything outside the powers of the Directors,

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- (o) to arrange for investments or other property of the Company to be held in the name of a nominee company acting under the control of the Directors or of a financial expert acting under their instructions, and to pay any reasonable fee required,
  - (p) to provide indemnity insurance to cover the liability of Directors which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default, breach of trust or breach of duty of which they may be guilty in relation to the Company, provided that any such insurance shall not extend to any claim arising from any act or omission which the Directors knew to be a breach of trust or breach of duty or which was committed by the Directors in reckless disregard of whether it was a breach of trust or breach of duty or not and provided also that any such insurance shall not extend to the costs of any unsuccessful defence to a criminal prosecution brought against the Directors in their capacity as Directors,
  - (q) to establish subsidiary companies to carry on any trade or business for the purpose of raising funds for the Company, and
  - (r) to do all such other lawful things as are necessary for or are incidental to or conducive to the achievement of the Object
- 6 1 The income and property of the Company shall be applied solely towards the promotion of the Object
- 6 2 None of the income or property of the Company may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any Member Nonetheless a Member may
- (a) benefit as a beneficiary of the Company,
  - (b) be paid reasonable and proper remuneration for any goods or services supplied to the Company,
  - (c) be paid rent for premises let by the Member if the amount of the rent and other terms of the letting are reasonable and proper, and

- (d) be paid interest on money lent to the Company at a reasonable and proper rate, such rate not to exceed two per cent per annum below the base lending rate of a UK clearing bank selected by the Directors, or 0.5 per cent, whichever is the higher,

save that a Member who is also a Director may only receive the benefits referred to in Articles 6.2(a) and 6.2(b) in circumstances where the provisions of Articles 6.7 and 6.8 are adhered to

6.3 A Director may benefit from any indemnity insurance purchased at the Company's expense to cover the liability of the Directors which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default or breach of trust or breach of duty of which they may be guilty in relation to the Company, provided that any such insurance shall not extend to any claim arising from any act or omission which the Directors knew to be a breach of trust or breach of duty or which was committed by the Directors in reckless disregard of whether it was a breach of trust or breach of duty or not and provided also that any such insurance shall not extend to the costs of any unsuccessful defence to a criminal prosecution brought against the Directors in their capacity as directors of the Company

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6.5 A Director may at the discretion of the Directors be reimbursed from the property of the Company for reasonable expenses properly incurred by him or her when acting on behalf of the Company, but excluding expenses in connection with foreign travel

6.6 No Director may

- (a) buy any goods or services from the Company,
- (b) sell goods, services, or any interest in land to the Company (except in circumstances where the sale is permitted by Article 6.7 and the Directors follow the procedure and observe the conditions set out in Article 6.8),
- (c) be employed by or receive any remuneration from the Company (other than

- (i) the Principals or the Chief Executive Officer, whose employment and/or remuneration is subject to the procedure and conditions in Article 6 8,
  - (ii) in circumstances where the payment of remuneration to the Director is permitted by Article 6 7 and the Directors follow the procedure and observe the conditions set out in Article 6 8, or
  - (iii) in accordance with Article 6 8A), or
- (d) receive any other financial benefit from the Company (unless
- (i) the payment is permitted by Article 6 7 and the Directors follow the procedure and observe the conditions set out in Article 6 8, or
  - (ii) the Directors obtain the prior written approval of the Charity Commission and fully comply with any procedures it prescribes)

6 7 Subject to Article 6 8, a Director may

- (a) receive a benefit from the Company in the capacity of a beneficiary of the Company,
- (b) be employed by the Company or enter into a contract for the supply of goods or services to the Company, other than for acting as a Director,
- (c) receive interest on money lent to the Company at a reasonable and proper rate not exceeding two per cent per annum below the base rate of a clearing bank to be selected by the Directors, or 0 5 per cent , whichever is the higher, and
- (d) receive rent for premises let by the Director to the Company if the amount of the rent and the other terms of the lease are reasonable and proper taking into account market rents and commercial lease terms in respect of properties similar (in size, condition, purpose and location) to the premises let by the Director to the Company

6 8 The Company and its Directors may only rely upon the authority provided by Article 6 7 if each of the following conditions is satisfied

- (a) the remuneration or other sums paid to the Director proposing to receive a benefit from, to be employed by, or to enter into a contract with, the Company or to receive interest or rent from the Company (the "Interested Director" (and the interest of the Interested Director in such benefit, employment, contract, loan or lease shall be a "Personal Financial Interest")) do not exceed an amount that is reasonable in all the circumstances,
- (b) the Interested Director is absent from the part of any meeting at which there is discussion of
  - (i) his employment, remuneration, or any matter concerning the contract, payment or benefit, or
  - (ii) his performance in the employment, or his performance of the contract, or
  - (iii) any proposal to enter into any other contract or arrangement with him, to renew or vary an existing contract or arrangement with him or to confer any benefit upon him that would be permitted under Article 6 7; or
  - (iv) any other matter relating to a payment to, or the conferring of any benefit on, him as permitted by Article 6 7,
- (c) the Interested Director does not vote on any such matter and is not to be counted when calculating whether a quorum of Directors is present at the meeting,
- (d) save in relation to employing or contracting with the Principals or the Chief Executive Officer (each a Director pursuant to Article 46(e)) the other Directors are satisfied that it is in the interests of the Company to employ or to contract with that Interested Director rather than with someone who is not a Director. In reaching that decision the Directors must balance the advantage of employing or otherwise contracting with the Interested Director against the disadvantages of doing so (including the loss of the Interested Director's services as a result of dealing with the Interested Director's conflict of interest and the provisions of this Article 6 8 and Article 98),

(e) the reason for their decision is recorded by the Directors in the minute book, and

(f) a majority of the Directors then in office have received no such payments or benefit

6 8A The provision in Article 6 6(c) that no Director may be employed by or receive any remuneration from the Company (other than the Principals or the Chief Executive Officer) does not apply to an employee of the Company who is subsequently elected or appointed as a Director save that this Article shall only allow such a Director to receive remuneration or benefit from the Company in his capacity as an employee of the Company and provided that the procedure as set out in Articles 6 8 (b) (i), Article 6 8 (b) (ii) and Article 6 8 (c) is followed

6 8B No Director shall be an Interested Director by reason alone of that Director holding less than one per cent of the issued share capital of a company which has shares listed on a Recognised Investment Exchange

6 9 In Articles 6 2 to 6 9

(a) references to "Company" shall be deemed to include any company in which the Company

- holds more than 50 per cent of the shares, or
- controls more than 50 per cent of the voting rights attached to the shares, or
- has the right to appoint one or more directors to the board of that company

(b) reference to "Director" shall be deemed to include any child, stepchild, parent, grandchild, grandparent, brother, sister or spouse of the Director or any person living with the Director as his or her partner,

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(c) references to the employment or remuneration of a Director shall be deemed to include the engagement or remuneration of any firm or company in or of which the Director is

- (i) a partner,
- (ii) an employee,
- (iii) a consultant,
- (iv) a director,
- (v) a member, or
- (vi) (subject to Article 6 8B) a shareholder

## MEMBERS

7 The liability of the Members is limited

8 Every Member undertakes to contribute such amount as may be required (not exceeding £10) to the Company's assets if it should be wound up while he or she is a member or within one year after he ceases to be a Member, for payment of the Company's debts and liabilities (or, in circumstances where the Company is wound up within one year after that Member ceased to be a Member, for payment of the Company's debts and liabilities as at the time that Member ceased to be a Member), and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves.

- 9 If the Company is wound up or dissolved and after all its debts and liabilities (including any under section 483 of the Education Act 1996) have been satisfied there remains any property, that property shall not be paid to or distributed among the Members, but shall be given or transferred to some other charity or charities having objects similar to the Object, provided that the constitutional documents of such other charity or charities prohibits the distribution of its or their income and property in the same terms as, or in terms having the same or a similar effect to, the terms set out in Articles 4 to 6 (inclusive), chosen by the Members at or before the time of dissolution or, if that cannot be done, then to some other charity or charities having some other charitable object (provided that the constitutional documents of such other charity or charities prohibit the distribution of its or their income and property in the same terms as, or in the terms having the same or a similar effect to, the terms set out in Articles 4 to 6 (inclusive))
- 10 No alteration or addition shall be made to or in the provisions of the Articles without the written consent of the Secretary of State
- 11 Without prejudice to the generality of Article 10, no alteration or addition shall be made to or in the provisions of the Articles which would have the effect (a) that the Company would cease to be a company to which section 60 of the Companies Act 2006 applies, or (b) that the Company would cease to be a charity
- 12 The Members of the Company shall comprise
- (a) the signatories to the Memorandum,
  - (b) one person appointed by the Secretary of State, in the event that the Secretary of State appoints a person for this purpose,
  - (c) the chairman (if any) of the Directors, and
  - (d) any person appointed under Article 16
- 13 The Secretary of State shall have the right from time to time by written notice delivered to the Office to remove any Member appointed by him and to appoint a replacement Member to fill a vacancy whether resulting from such removal or otherwise

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15 Membership will terminate automatically if

- (a) a Member (which is a corporate entity) ceases to exist and is not replaced by a successor institution,
- (b) a Member (which is an individual) dies or becomes incapable by reason of mental disorder, illness or injury of managing and administering his own affairs, or
- (c) a Member becomes insolvent or makes any arrangement or composition with that Member's creditors generally

16 The Members may agree unanimously in writing to appoint such additional Members as they think fit and may unanimously (save that the agreement of the Member(s) to be removed shall not be required) in writing agree to remove any Member

17 Every person nominated to be a Member of the Company shall either sign a written consent to become a Member or sign the register of Members on becoming a Member

18 Any Member may resign provided that after such resignation the number of Members is not less than three. A Member shall cease to be a Member immediately on the receipt by the Company of a notice in writing signed by the person or persons entitled to remove him under Articles 13 or 16 provided that no such notice shall take effect when the effect of such notice is to reduce the number of Members to a number which is less than three unless it contains or is accompanied by the appointment of a replacement Member

GENERAL MEETINGS

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- 19 The Company shall hold an annual general meeting (an "Annual General Meeting") each year in addition to any other meetings in that year, and shall specify the meeting as such in the notice convening it, and not more than fifteen months shall elapse between the date of one Annual General Meeting and that of the next. Provided that so long as the Company holds its first Annual General Meeting within eighteen months of its incorporation, it need not hold it in the year of its incorporation or in the following year. The Annual General Meeting shall be held at such time and place as the Directors shall appoint. All meetings other than Annual General Meetings shall be called general meetings.
- 20 The Directors may call general meetings and, on the requisition of Members pursuant to the provisions of the Companies Act 2006, shall forthwith proceed to convene a general meeting in accordance with that Act. If there are not within the United Kingdom sufficient Directors to call a general meeting, any Director or any Member of the Company may call a general meeting.

#### NOTICE OF GENERAL MEETINGS

- 21 General meetings (including Annual General Meetings) shall be called by at least fourteen clear days' notice but a general meeting may be called by shorter notice if it is so agreed by a majority in number of Members having a right to attend and vote and together representing not less than 90 per cent of the total voting rights at that meeting. The notice of a meeting (including an Annual General Meeting) shall specify the time and place of the meeting and the general nature of the business to be transacted and, in the case of an Annual General Meeting, shall specify the meeting as such. The notice shall also state that the Member is entitled to appoint a proxy. The notice of a meeting (including an Annual General Meeting) shall be given to all the Members, to the Directors and to the Company's auditors.

- 22 The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting

#### PROCEEDINGS AT GENERAL MEETINGS

- 23 No business shall be transacted at any meeting unless a quorum is present  
A Member counts towards the quorum by being present either in person or by proxy Two persons entitled to vote upon the business to be transacted, each being a Member or a proxy of a Member or (in the case of a Member which is an organisation) a duly authorised representative of a Member organisation shall constitute a quorum
- 24 If a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the Directors may determine
- 25 The chairman, if any, of the Directors or in his absence some other Director nominated by the Directors shall preside as chairman of the meeting, but if neither the chairman nor such other Director (if any) be present and willing within fifteen minutes after the time appointed for holding the meeting and willing to act, the Directors present shall elect one of their number to be chairman and, if there is only one Director present, he shall be the chairman
- 26 If no Director is willing to act as chairman, or if no Director is present within fifteen minutes after the time appointed for holding the meeting, the Members present and entitled to vote shall choose one of their number to be chairman
- 27 A Director shall, notwithstanding that he is not a Member, be entitled to attend and speak at any general meeting

- 28 The chairman may, with the consent of a majority of the Members at a meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business which might properly have been transacted at the meeting had the adjournment not taken place. When a meeting is adjourned for fourteen days or more, at least seven clear days' notice shall be given specifying the time, date and place of the adjourned meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.
- 29 A resolution put to the vote of the meeting shall be decided on a show of hands unless before or on the declaration of the result of the show of hands a poll is duly demanded. Subject to the provisions of the Companies Act 2006, a poll may be demanded
- (a) by the chairman, or
  - (b) by at least two Members having the right to vote at the meeting (or the duly appointed proxies of two Members having the right to vote at the meeting); or
  - (c) by a Member or Members representing not less than one-tenth of the total voting rights of all the Members having the right to vote at the meeting
- 30 Unless a poll is duly demanded a declaration by the chairman that a resolution has been carried or carried unanimously, or by a particular majority, or lost, or not carried by a particular majority and an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against such resolution
- 31 The demand for a poll may be withdrawn, before the poll is taken, but only with the consent of the chairman. The withdrawal of a demand for a poll shall not invalidate the result of a show of hands declared before the demand for the poll was made

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- 32 A poll shall be taken as the chairman directs and he may appoint scrutineers (who need not be Members) and fix a time, date and place for declaring the results. The result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
- 33 A poll demanded on the election of the chairman or on a question of adjournment shall be taken immediately. A poll demanded on any other question shall be taken either immediately or at such time, date and place as the chairman directs not being more than thirty days after the poll is demanded. The demand for a poll shall not prevent continuance of a meeting for the transaction of any business other than the question on which the poll is demanded. If a poll is demanded before the declaration of the result of a show of hands and the demand is duly withdrawn, the meeting shall continue as if the demand had not been made.
- 34 No notice need be given of a poll not taken immediately if the time, date and place at which it is to be taken are announced at the meeting at which it is demanded. In other cases at least seven clear days' notice shall be given specifying the time, date and place at which the poll is to be taken.
- 35 A resolution in writing agreed by such number of Members as required if it had been proposed at a general meeting shall be as effectual as if it had been passed at a general meeting duly convened and held provided that a copy of the proposed resolution has been sent to every Member. The resolution may consist of several instruments in the like form each agreed by one or more Members.

#### VOTES OF MEMBERS

- 36 On the show of hands every Member present in person shall have one vote. On a poll every Member present in person or by proxy shall have one vote.

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38. No Member shall be entitled to vote at any general meeting unless all moneys then payable by him to the Company in his capacity as Member have been paid

39. No objections shall be raised to the qualification of any person to vote at any general meeting except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting shall be valid. Any objection made in due time shall be referred to the chairman whose decision shall be final and conclusive

40. An instrument appointing a proxy shall be in writing, signed by or on behalf of the appointer and shall be in the following form (or in a form as near thereto as circumstances allow or in any other form which is usual or which the Directors may approve)

"I/We, \_\_\_\_\_, of \_\_\_\_\_, being a Member/Members of the above named Company, hereby appoint \_\_\_\_\_ of \_\_\_\_\_, or in his absence, \_\_\_\_\_ of \_\_\_\_\_ as my/our proxy to vote in my/our name[s] and on my/our behalf at the annual general meeting/ general meeting of the Company to be held on 20[ ] , and at any adjournment thereof

Signed on 20[ ]"

41. Where it is desired to afford Members an opportunity of instructing the proxy how he shall act the instrument appointing a proxy shall be in the following form (or in a form as near thereto as circumstances allow or in any other form which is usual or which the Directors may approve)

"I/We, \_\_\_\_\_, of \_\_\_\_\_, being a Member/Members of the above-named Company, hereby appoint \_\_\_\_\_ of \_\_\_\_\_, or in his absence, \_\_\_\_\_ of \_\_\_\_\_, as my/our proxy to vote in my/our name[s] and on my/our behalf at the annual general meeting/ general meeting of the Company, to be held on 20[ ] , and at any adjournment thereof

This form is to be used in respect of the resolutions mentioned below as follows

Resolution No. 1 \*for \* against

Resolution No. 2 \*for \* against

\* Strike out whichever is not desired

Unless otherwise instructed, the proxy may vote as he thinks fit or abstain from voting

Signed on 20[ ]"

- 42 The instrument appointing a proxy and any authority under which it is signed or a copy of such authority certified by a notary or in some other way approved by the Directors may

(a) be deposited at the Office or at such other place within the United Kingdom as is specified in the notice convening the meeting or in any instrument of proxy sent out by the Company in relation to the meeting not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote, or

(b) in the case of a poll taken more than 48 hours after it is demanded, be deposited as aforesaid after the poll has been demanded and not less than 24 hours before the time appointed for the taking of the poll, or

(c) where the poll is not taken forthwith but is taken not more than 48 hours after it was demanded, be delivered at the meeting at which the poll was demanded to the chairman or to the Secretary or to any Director,

and an instrument of proxy which is not deposited or delivered in a manner so permitted shall be invalid

- 43 A vote given or poll demanded by proxy or by the duly authorised representative of an organisation shall be valid notwithstanding the previous determination of the authority of the person voting or demanding a poll unless notice of the determination was received by the Company at the Office or at such other place at which the instrument of proxy was duly deposited before the commencement of the meeting or adjourned meeting at which the vote is given or the poll demanded or (in the case of a poll taken otherwise than on the same day as the meeting or adjourned meeting) the time appointed for taking the poll

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- 44 Any organisation which is a Member of the Company may by resolution of its board of directors or other governing body authorise such person as it thinks fit to act as its representative at any meeting of the Company, and the person so authorised shall be entitled to exercise the same powers on behalf of the organisation which he represents as that organisation could exercise if it were an individual Member of the Company

## DIRECTORS

- 45 The number of Directors shall be not less than three but (unless otherwise determined by ordinary resolution of the Members) shall not be subject to any maximum Only natural persons shall be Directors
- 46 Subject to Articles 48, 49 and 63 the Company shall have the following Directors
- a up to 15 Directors, appointed under Article 50,
  - b any Staff Directors, if appointed under Article 50A,
  - c Academy Directors appointed under Articles 51 or 52,
  - d a minimum of two Parent Directors appointed under Articles 53-56,
  - e the Principals or the Chief Executive Officer,
  - f any Additional Directors, if appointed under Article 61, 61A, 61C or 67A,
  - g any Further Directors, if appointed under Article 62 or Article 67A, and
  - h up to two Directors, if appointed by the Secretary of State in accordance with the terms of any of the Relevant Funding Agreements following the provision of a notice by the Company to terminate that Relevant Funding Agreement
- 47 The Company may also have any Co-opted Director appointed under Article 58.
- 48 The first Directors shall be those persons named in the statement delivered pursuant to sections 9 and 12 of the Companies Act 2006

- 49 Future Directors shall be appointed or elected, as the case may be, under these Articles Where it is not possible for such a Director to be appointed or elected due to the fact that an Academy has not yet been established or the relevant Principal or Chief Executive Officer has not been appointed, then the relevant Article or part thereof shall not apply

#### APPOINTMENT OF DIRECTORS

- 50 The Members may appoint up to 15 Directors
- 50A The Members may appoint Staff Directors through such process as they may determine, provided that the total number of Directors (including the Principals and the Chief Executive Officer) who are employees of the Company does not exceed one third of the total number of Directors
- 50B The Members shall make all necessary arrangements for, and determine all other matters relating to, the appointment of Directors by the Members Any election of Directors by the Members which is contested shall be held by secret ballot

#### ACADEMY DIRECTORS

- 51 Subject to Article 52, the chairman of each Local Governing Body shall be an Academy Director for as long as he remains in office as a chairman of a Local Governing Body and shall be appointed by the Directors of the Company but they shall appoint as the chairman of a Local Governing Body someone other than the Chief Executive Officer
- 52 If the number of Academies exceeds five, the chairmen of the Local Governing Bodies shall elect five persons from amongst their numbers to be the Academy Directors Any person elected in accordance with this Article shall only remain an Academy Director for as long as he remains chairman of a Local Governing Body The Directors shall make all necessary arrangements for, and determine all other matters relating to, the election of the Academy Directors in accordance with this Article Any election of the Academy Directors which is contested shall be held by secret ballot

#### PARENT DIRECTORS

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- 53 There shall be a minimum of two Parent Directors for every ten or fewer Academies
- 54 Parent Directors shall be elected by the parent members of the Local Governing Bodies (who shall themselves have been elected or appointed in accordance with any terms of reference determined by the Directors from time to time) from amongst their number. The elected Parent Directors must be a parent of a registered pupil at one of the Academies at the time when he is elected
- 54A The number of Parent Directors required shall be made up by Parent Directors appointed by the Directors if the number of parents standing for election is less than the number of vacancies
- 55 The Directors shall make all necessary arrangements for, and determine all other matters relating to, an election of the Parent Directors, including any question of whether a person is a parent of a registered pupil at one of the Academies. Any election of the Parent Directors which is contested shall be held by secret ballot
- 56 In appointing a Parent Director the Directors shall appoint a person who is the parent of a registered pupil at an Academy or, where it is not reasonably practical to do so, a person who is the parent of a child of compulsory school age

#### CHIEF EXECUTIVE OFFICER

- 57 The Chief Executive Officer shall be a Director for so long as he remains in office as the Chief Executive Officer

#### CO-OPTED DIRECTORS

- 58 The Directors may appoint up to three Co-opted Directors. A "Co-opted Director" means a person who is appointed to be a Director by being Co-opted by Directors who have not themselves been so appointed. The Directors may not co-opt an employee of the Company as a Co-opted Director if thereby the number of Directors who are employees of the Company would exceed one third of the total number of Directors (including the Principals and the Chief Executive Officer)

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## APPOINTMENT OF ADDITIONAL DIRECTORS

59 The Secretary of State may give a Warning Notice to the Directors where he is satisfied

- (i) that the standards of performance of pupils at any of the Academies are unacceptably low, or
- (ii) that there has been a serious breakdown in the way any of the Academies are managed or governed, or
- (iii) that the safety of pupils or staff of any of the Academies is threatened (whether by a breakdown of discipline or otherwise)

60 For the purposes of Article 59 a "Warning Notice" is a notice in writing by the Secretary of State to the Company delivered to the Office setting out

- (a) the matters referred to in Article 59,
- (b) the action which he requires the Directors to take in order to remedy those matters, and
- (c) the period within which that action is to be taken by the Directors (such period the "Compliance Period")

61 The Secretary of State may appoint such Additional Directors as he thinks fit if the Secretary of State has

- (a) given the Directors a Warning Notice in accordance with Article 59, and
- (b) the Directors have failed to comply, or secure compliance, with the Warning Notice to the Secretary of State's satisfaction within the Compliance Period

- 61A The Secretary of State may also appoint such Additional Directors as he thinks fit where, following an Inspection by the Chief Inspector in accordance with the Education Act 2005 (an "Inspection") an Academy receives an Ofsted grading (being a grade referred to in The Framework for School Inspection or any modification or replacement of that document for the time being in force) which amounts to a drop, either from one Inspection to the next Inspection or between any two Inspections carried out within a five year period, of two Ofsted grades For the purposes of the foregoing the grade received by the relevant predecessor school (as defined in the Relevant Funding Agreement) shall be regarded as the grade received by an Academy
- 61B The Secretary of State may give a DFE Principal Agreement Warning Notice to the Company, each of the Directors and the members of the relevant Local Governing Body where
- (a) the Secretary of State is under a liability to make payment to Kent County Council pursuant to the DFE Principal Agreement in respect of any Normal Payment Matters,
  - (b) the Secretary of State considers that in the immediately preceding twelve month period, the aggregate of payments made by the Company and/or the PFI Academy to Kent County Council pursuant to the DFE Principal Agreement in respect of Normal Payment Matters has reached a level which the Secretary of State considers to be excessive and which may (assessed objectively) cause the PFI Academy material financial difficulties, or
  - (c) INTENTIONALLY BLANK,
  - (d) the Secretary of State considers (acting reasonably) that there has been a Persistent Breach of the School Agreement and/or the DFE Principal Agreement likely to materially and adversely impact on the provision of educational services at the PFI Academy and for the purposes of this Article 61B(d) "Persistent Breach" means
    - (i) a particular breach (including, but not limited to, a breach which relates to contract management and co-operation) which has recurred three or more times in any rolling six month period,

- (ii) the occurrence of five or more different breaches (including, but not limited to, breaches which relate to contract management and co-operation) in any rolling six month period, or
- (iii) the Company and/or the PFI Academy has committed a material breach of the Schools Agreement and/or the DFE Principal Agreement

61C The Secretary of State may appoint Additional Directors to the Company at any time and as he thinks fit if

- (a) Kent County Council has recovered any sums from the Secretary of State pursuant to the DFE Principal Agreement,
- (b) the Company and/or PFI Academy has received a DFE Principal Agreement Warning Notice pursuant to Article 61B and the Company has not, within ten working days of such notice, provided a remediation plan (i) setting out the Company's proposals to improve compliance with the School Agreement and/or the DFE Principal Agreement, (ii) setting out a response by way of explanation to the description of the breach or other circumstances which gave rise to the DFE Principal Agreement Warning Notice, and (iii) dealing with such other matters as may be the subject of the relevant DFE Principal Agreement Warning Notice, such plan to be acceptable to the Secretary of State (acting reasonably); or
- (c) the Company has failed to comply with a material recommendation of the auditors instructed by the Secretary of State under clause 70 of the Master Funding Agreement where such recommendation relates to the implementation of any statement of any recommended practice required to be adopted by the Company, or
- (d) the Company and/or the PFI Academy has committed a breach of the School Agreement and/or the DFE Principal Agreement which causes an Authority Default (as defined in the Project Agreement), or

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- (e) the circumstances envisaged by clause 5 25 of the supplemental funding agreement between the Company and the Secretary of State relating to the PFI Academy in respect of EAG funding are applicable,

provided that the Secretary of State may only appoint such Additional Directors if to do so is in the best interests of the PFI Academy. For the avoidance of doubt, except in relation to the circumstances detailed in Article 61C(b), the Secretary of State is not required to serve a DFE Principal Agreement Warning Notice prior to appointing Additional Directors under Article 61C.

- 61D The Secretary of State shall notify the Directors of the roles and duties to be fulfilled by the Additional Directors.
- 61E The Existing Directors acknowledge and agree that the Additional Directors shall be entitled to fulfil such roles and duties and the Existing Directors shall co-operate with the Additional Directors so as to enable them to perform their roles and duties.
- 62 The Secretary of State may also appoint such Further Directors as he thinks fit if a Special Measures Termination Event (as defined in the Relevant Funding Agreement) occurs in respect of any Academy.
- 63 Within five days of the Secretary of State appointing any Additional or Further Directors in accordance with Articles 61, 61A, 61C or 62, any Directors appointed under Article 50 and holding office immediately preceding the appointment of such Additional or Further Directors, shall resign immediately and the Members' power to appoint Directors under Article 50 shall remain suspended until the Secretary of State removes one or more of the Additional or Further Directors.

#### TERM OF OFFICE

- 64 The term of office for any Director shall be four years, save that this time limit shall not apply to either Principal or the Chief Executive Officer. Subject to remaining eligible to be a particular type of Director or becoming eligible to be another type of Director, any Director may be re-appointed or re-elected.

#### RESIGNATION AND REMOVAL

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- 65 A Director shall cease to hold office if he resigns his office by notice to the Company (but only if at least three Directors will remain in office when the notice of resignation is to take effect)
- 66 A Director shall cease to hold office if he is removed by the person or persons who appointed him. This Article does not apply in respect of a Parent Director or Academy Director
- 67 Where a Director resigns his office or is removed from office, the Director or, where he is removed from office, those removing him, shall give written notice thereof to the Secretary
- 67A Where an Additional or Further Director appointed pursuant to Articles 61, 61A, 61C or 62 ceases to hold office as a Director for any reason, other than being removed by the Secretary of State, the Secretary of State shall be entitled to appoint a replacement Additional or Further Director in his place
- 67B A Parent Director may be removed from office by a majority of the Directors (excluding the relevant Parent Director). In circumstances where a Parent Director is so removed, the Company, the Directors and the Local Governing Bodies shall comply with their obligations in Articles 53 to 56

#### DISQUALIFICATION OF DIRECTORS

- 68 No person shall be qualified to be a Director unless he is aged 18 or over at the date of his election or appointment. No current pupil of any of the Academies shall be a Director
- 69 A Director shall cease to hold office if he becomes incapable by reason of mental disorder, illness or injury of managing or administering his own affairs
- 70 A Director shall cease to hold office if he is absent without the permission of the Directors from all their meetings held within a period of six months and the Directors (excluding the absentee Director) resolve that his office be vacated
- 71 A person shall be disqualified from holding or continuing to hold office as a Director if
- (a) his estate has been sequestrated and the sequestration has not been discharged, annulled or reduced, or

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- (b) he is the subject of a bankruptcy restrictions order or an interim order

- 72 A person shall be disqualified from holding or continuing to hold office as a Director at any time when he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986
- 73 A Director shall cease to hold office if he ceases to be a Director by virtue of any provision in the Companies Act 2006 or is disqualified from acting as a trustee by virtue of section 72 of the Charities Act 1993
- 74 A person shall be disqualified from holding or continuing to hold office as a Director if he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which he was responsible or to which he was privy, or which he by his conduct contributed to or facilitated
- 75 A person shall be disqualified from holding or from continuing to hold office as a Director at any time when he is
  - (a) included in the list kept by the Secretary of State under section 1 of the Protection of Children Act 1999, or
  - (b) disqualified from working with children in accordance with section 35 of the Criminal Justice and Court Services Act 2000, or
  - (c) barred from regulated activity relating to children (within the meaning of section 3(2) of the Safeguarding Vulnerable Groups Act 2006)
- 76 A person shall be disqualified from holding or continuing to hold office as a Director if he is a person in respect of whom a direction has been made under section 142 of the Education Act 2002 or is subject to any prohibition or restriction which takes effect as if contained in such a direction

- 77 A person shall be disqualified from holding or continuing to hold office as a Director where he has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 72 of the Charities Act 1993
- 78 After the first Academy has opened, a person shall be disqualified from holding or continuing to hold office as a Director if he has not provided to the chairman of the Directors a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997. In the event that the certificate discloses any information which would in the opinion of either the chairman, a Principal or the Chief Executive Officer confirm their unsuitability to work with children that person shall be disqualified. If a dispute arises as to whether a person shall be disqualified, a referral shall be made to the Secretary of State to determine the matter. The determination of the Secretary of State shall be final.
- 79 Where, by virtue of these Articles a person becomes disqualified from holding, or continuing to hold office as a Director, and he is, or is proposed, to become a Director or is already a Director, he shall upon becoming so disqualified give written notice of that fact to the Secretary and shall be deemed to have resigned as a Director.
- 80 Articles 68 to 79 and Articles 97 and 98 shall also apply to any member of any committee of the Directors (including a Local Governing Body) who is not a Director.

#### SECRETARY TO THE DIRECTORS

- 81 The Secretary shall be appointed by the Directors for such term, at such remuneration and upon such conditions as they may think fit, and any Secretary so appointed may be removed by them. The Secretary shall not be a Director or a Principal or the Chief Executive Officer. Notwithstanding this Article, the Directors may, where the Secretary fails to attend a meeting of theirs, appoint any one of their number or any other person to act as Secretary for the purposes of that meeting.

#### CHAIRMAN AND VICE-CHAIRMAN OF THE DIRECTORS

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- 82 The Directors shall at their first meeting in each Academy Financial Year, elect a chairman and a vice-chairman from among their number. A Director who is employed by the Company shall not be eligible for election as chairman or vice-chairman.
- 83 Subject to Article 84, the chairman or vice-chairman shall hold office as such until his successor has been elected in accordance with Article 82 or Article 85 (as the case may be)
- 84 The chairman or vice-chairman may at any time resign his office by giving notice in writing to the Secretary. The chairman or vice-chairman shall cease to hold office if
- (a) he ceases to be a Director,
  - (b) he is employed by the Company,
  - (c) he is removed from office in accordance with these Articles, or
  - (d) in the case of the vice-chairman, he is elected in accordance with these Articles to fill a vacancy in the office of chairman
- 85 Where by reason of any of the matters referred to in Article 84, a vacancy arises in the office of chairman or vice-chairman, the Directors shall at their next meeting elect one of their number to fill that vacancy
- 86 Where the chairman is absent from any meeting or there is at the time a vacancy in the office of the chairman, the vice-chairman shall act as the chair for the purposes of the meeting
- 87 Where in the circumstances referred to in Article 86 the vice-chairman is also absent from the meeting or there is at the time a vacancy in the office of vice-chairman, the Directors shall elect one of their number to act as a chairman for the purposes of that meeting, provided that the Director elected shall not be a person who is employed by the Company
- 88 The Secretary shall act as chairman during that part of any meeting at which the chairman is elected
- 89 Any election of the chairman or vice-chairman which is contested shall be held by secret ballot

- 90 The Directors may remove the chairman or vice-chairman from office in accordance with these Articles.
- 91 A resolution to remove the chairman or vice-chairman from office which is passed at a meeting of the Directors shall not have effect unless.
- (a) it is confirmed by a resolution passed at a second meeting of the Directors held not less than fourteen days after the first meeting, and
  - (b) the matter of the chairman's or vice-chairman's removal from office is specified as an item of business on the agenda for each of those meetings
- 92 Before the Directors resolve at the relevant meeting on whether to confirm the resolution to remove the chairman or vice-chairman from office, the Director or Directors proposing his removal shall at that meeting state their reasons for doing so and the chairman or vice-chairman shall be given an opportunity to make a statement in response

#### POWERS OF DIRECTORS

- 93 Subject to provisions of the Companies Act 2006, the Articles and to any directions given by special resolution of the Members, the business of the Company shall be managed by the Directors who may exercise all the powers of the Company. No alteration of the Articles and no such direction shall invalidate any prior act of the Directors which would have been valid if that alteration had not been made or that direction had not been given. The powers given by this Article shall not be limited by any special power given to the Directors by the Articles and a meeting of Directors at which a quorum is present may exercise all the powers exercisable by the Directors
- 94 In addition to all powers hereby expressly conferred upon them and without detracting from the generality of their powers under the Articles the Directors shall have the following powers, namely

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- (a) to expend the funds of the Company in such manner as they shall consider most beneficial for the achievement of the Object and to invest in the name of the Company such part of the funds as they may see fit and to direct the sale or transposition of any such investments and to expend the proceeds of any such sale in furtherance of the Object, and
  - (b) to enter into contracts on behalf of the Company

95 In the exercise of their powers and functions, the Directors may consider any advice given by the Principals, the Chief Executive Officer and any other executive officer

96 Any bank account in which any money of the Company is deposited shall be operated by the Directors in the name of the Company All cheques and orders for the payment of money from such an account shall be signed by at least two signatories authorised by the Directors

#### CONFLICTS OF INTEREST

97 Any Director who has any direct or indirect duty or personal interest (including but not limited to any Personal Financial Interest) which conflicts or may conflict with his duties as a Director shall disclose that fact to the Directors as soon as he becomes aware of it Without prejudice to the provisions of Article 6 8, a Director must absent himself from any discussions of the Directors in which it is possible that a conflict will arise between his duty to act solely in the interests of the Company and any duty or personal interest (including but not limited to any Personal Financial Interest)

98 For the avoidance of doubt (and without prejudice to Article 97), a Director who has any direct or indirect duty or personal interest (including but not limited to any Personal Financial Interest) in a matter shall not be counted in ascertaining whether a quorum is present at any meeting of the Directors at which that matter is to be discussed

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## THE MINUTES

99 The minutes of the proceedings of a meeting of the Directors shall be drawn up and entered into a book kept for the purpose by the person acting as Secretary for the purposes of the meeting, and shall be signed (subject to the approval of the Directors) at the same or next subsequent meeting by the person acting as chairman thereof. The minutes shall include a record of all proceedings at meetings of the Directors and of committees of Directors including (without limitation)

- (a) the names of the Directors present,
  - (b) the matters attended to by the Directors and any committees of Directors present, and
  - (c) all appointments made by the Directors,
- at each such meeting

## COMMITTEES

100 Subject to these Articles, the Directors may

- (a) appoint separate committees to be known as Local Governing Bodies for each Academy, and
- (b) establish any other committee

101 Subject to these Articles, the constitution, membership and proceedings of any committee shall be determined by the Directors. The establishment, terms of reference, constitution and membership of any committee of the Directors shall be reviewed at least once in every Academy Financial Year. The membership of any committee of the Directors may include persons who are not Directors, provided that (with the exception of the Local Governing Bodies) a majority of members of any such committee shall be Directors. Except in the case of a Local Governing Body, no vote on any matter shall be taken at a meeting of a committee of the Directors unless the majority of members of the committee present are Directors.

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- 104 The functions and proceedings of the Local Governing Bodies shall be subject to regulations made or approved by the Directors from time to time

DELEGATION

- 105 The Directors may delegate to any Director, committee (including any Local Governing Body), a Principal, the Chief Executive Officer or any other holder of an executive office, such of their powers or functions as they consider desirable to be exercised by them Any such delegation shall be made subject to any conditions the Directors may impose and may be revoked or altered

- 106 Where any power or function of the Directors has been exercised by any committee (including any Local Governing Body), any Director, a Principal, the Chief Executive Officer or any other holder of an executive office, that person or committee shall report to the Directors in respect of any action taken or decision made with respect to the exercise of that power or function at the meeting of the Directors immediately following the taking of the action or the making of the decision

CHIEF EXECUTIVE OFFICER AND PRINCIPALS

- 107 The Directors shall appoint the Principals of the Academies and may appoint the Chief Executive Officer The Directors may delegate such powers and functions as they consider are required by the Chief Executive Officer and the Principals for the internal organisation, management and control of the Academies (including the implementation of all policies approved by the Directors and for the direction of the teaching and curriculum at the Academies)

MEETINGS OF THE DIRECTORS

- 108 Subject to these Articles, the Directors may regulate their proceedings as they think fit
- 109 The Directors shall hold at least three meetings in every Academy Financial Year Meetings of the Directors shall be convened by the Secretary In exercising his functions under this Article the Secretary shall comply with any direction

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- (a) given by the Directors, or
    - (b) given by the chairman of the Directors or, in his absence or where there is a vacancy in the office of chairman, the vice-chairman of the Directors, so far as such direction is not inconsistent with any direction given as mentioned in Article 109 (a)
  - 110 Any three Directors may, by notice in writing given to the Secretary, requisition a meeting of the Directors, and it shall be the duty of the Secretary to convene such a meeting as soon as is reasonably practicable
  - 111 Each Director shall be given at least fourteen clear days before the date of a meeting
    - (a) notice in writing thereof, signed by the Secretary, and sent to each Director at the address provided by each Director from time to time, and
    - (b) a copy of the agenda for the meeting,

provided that where the chairman or, in his absence or where there is a vacancy in the office of chairman, the vice-chairman, so determines on the ground that there are matters demanding urgent consideration, it shall be sufficient if the written notice of a meeting, and the copy of the agenda thereof are given within such shorter period as he directs
  - 112 The convening of a meeting and the proceedings conducted thereat shall not be invalidated by reason of any individual not having received written notice of the meeting or a copy of the agenda thereof
  - 113 A resolution to rescind or vary a resolution carried at a previous meeting of the Directors shall not be proposed at a meeting of the Directors unless the consideration of the rescission or variation of the previous resolution is a specific item of business on the agenda for that meeting
  - 114 A meeting of the Directors for which notice has been given shall be postponed, and a meeting taking place shall be adjourned forthwith if
    - (a) the Directors so resolve, or

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- (b) the number of Directors present ceases to constitute a quorum for a meeting of the Directors in accordance with Article 117, subject to Article 119
115. Where, in accordance with Article 114 a meeting is postponed or is adjourned before all the matters specified as items of business on the agenda for the meeting have been disposed of, the Directors shall before postponing or adjourning the meeting, determine the time and date at which a further meeting is to be held for the purposes of completing the consideration of those items, and they shall direct the Secretary to convene a meeting accordingly. In the absence of such a direction, a further meeting shall be convened by the Secretary as soon as is reasonably practicable, but in any event within seven days of the date on which the meeting was originally to be held or was so terminated
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117. Subject to Article 119 the quorum for a meeting of the Directors, and any vote on any matter thereat, shall be any three Directors, or, where greater, any one third (rounded up to a whole number) of the total number of Directors holding office at the date of the meeting. If the Secretary of State has appointed Additional or Further Directors then a majority of the quorum must be made up of Additional or Further Directors
118. The Directors may act notwithstanding any vacancies in their number, but, if the numbers of Directors is less than the number fixed as the quorum, the continuing Directors may act only for the purpose of filling vacancies or of calling a general meeting
119. The quorum for the purposes of
- (a) appointing a Parent Director under 56,
  - (b) any vote on the removal of a Director appointed by the Directors in accordance with Article 66, or
  - (c) any vote on the removal of the chairman of the Directors in accordance with Article 90,
- shall be any two-thirds (rounded up to a whole number) of the persons who are at the time Directors entitled to vote on those respective matters

- 120 Subject to these Articles, every question to be decided at a meeting of the Directors shall be determined by a majority of the votes of the Directors present and voting on the question. Every Director shall have one vote.
- 121 Subject to Articles 117 to 119, where there is an equal division of votes, the chairman of the meeting shall have a casting vote in addition to any other vote he may have.
- 122 The proceedings of the Directors shall not be invalidated by
- (a) (subject to Article 118) any vacancy among their number, or
  - (b) any defect in the election, appointment or nomination of any Director.
- 123 A resolution in writing, signed by all the Directors entitled to receive notice of a meeting of Directors or of a committee of Directors, shall be valid and effective as if it had been passed at a meeting of Directors or (as the case may be) a committee of Directors duly convened and held. Such a resolution may consist of several documents in the same form, each signed by one or more of the Directors.
- 124 Subject to Article 125, the Directors shall ensure that a copy of
- (a) the agenda for every meeting of the Directors,
  - (b) the draft minutes of every such meeting, if they have been approved by the person acting as chairman of that meeting,
  - (c) the signed minutes of every such meeting, and
  - (d) any report, document or other paper considered at any such meeting,
- are, as soon as is reasonably practicable, made available at every Academy to persons wishing to inspect them.
- 125 There may be excluded from any item required to be made available in pursuance of Article 124, any material relating to
- (a) a named teacher or other person employed, or proposed to be employed, at any Academy,
  - (b) a named pupil at, or candidate for admission to, any Academy, and

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- (c) any matter which, by reason of its nature, the Directors are satisfied should remain confidential

126 Any Director shall be able to participate in meetings of the Directors by telephone or video conference provided that

- (a) he has given notice of his intention to do so detailing the telephone number on which he can be reached and/or appropriate details of the video conference suite from which he shall be taking part at the time of the meeting at least 48 hours before the meeting (or, in circumstances where a notice period which is shorter than the period referred to in Article 111 is to be given, such lesser period as the Directors shall agree), and
- (b) the Directors have access to the appropriate equipment (being equipment which allows each person present at the meeting of the Directors to hear (and to be heard by) all other persons present at the meeting in real time)

If, the Directors having made reasonable endeavours to allow a Director to participate in a meeting of the Directors by telephone or video conference, it does not prove possible for the Director to participate by telephone or video conference the meeting may still proceed with its business provided it is otherwise quorate

#### PATRONS AND HONORARY OFFICERS

127 The Directors may from time to time appoint any person whether or not a Member of the Company to be a patron of the Company or to hold any honorary office and may determine for what period he is to hold such office

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#### ACCOUNTS

129 Accounts for each Academy Financial Year shall be prepared in accordance with the relevant Statement of Recommended Practice as if the Company was a non-exempt charity and in accordance with Parts 15 and 16 of the Companies Act 2006 and shall be filed by the Directors with

- (a) the Secretary of State and the Principal Regulator by the 31 December first following the end of the relevant Academy Financial Year, and
- (b) the Registrar of Companies (the "Registrar") on or before the date falling 9 months after the end of the relevant Academy Financial Year

#### ANNUAL REPORT

- 130 The Directors shall prepare their annual report in accordance with the Statement of Recommended Practice as if the Company was a non-exempt charity and shall file this with the Secretary of State and the Principal Regulator by the 31 December first following the end of the relevant Academy Financial Year

#### ANNUAL RETURN

- 131 The Directors shall comply with their obligations under Part 24 of the Companies Act 2006 with regard to the filing of an annual return with the Registrar

#### NOTICES

- 132 Any notice to be given to or by any person pursuant to the Articles shall be in writing or shall be given using electronic communications to an address for the time being notified for that purpose to the person giving the notice. In these Articles, "Address" in relation to electronic communications, includes a number or address used for the purposes of such communications
- 133 A notice may be given by the Company to a Member either personally or by sending it by post in a prepaid envelope addressed to the Member at his registered address or by leaving it at that address or by giving it using electronic communications to an address for the time being notified to the Company by the Member. A Member whose registered address is not within the United Kingdom and who gives to the Company an address within the United Kingdom at which notices may be given to him, or an address to which notices may be sent using electronic communications, shall be entitled to have notices given to him at that address, but otherwise no such Member shall be entitled to receive any notice from the Company

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- 134 A Member present, either in person or by proxy, at any meeting of the Company shall be deemed to have received notice of the meeting and, where necessary, of the purposes for which it was called
- 135 Proof that an envelope containing a notice was properly addressed, prepaid and posted shall be conclusive evidence that the notice was given Proof that a notice contained in an electronic communication was sent in accordance with guidance issued by the Institute of Chartered Secretaries and Administrators shall be conclusive evidence that the notice was given A notice shall be deemed to be given at the expiration of 48 hours after the envelope containing it was posted or, in the case of a notice contained in an electronic communication, at the expiration of 48 hours after the time it was sent

#### INDEMNITY

- 136 Subject to the provisions of the Companies Act 2006 every Director or other officer or auditor of the Company shall be indemnified out of the assets of the Company against any liability incurred by him in that capacity in defending any proceedings, whether civil or criminal, in which judgment is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Company No Director or other officer or auditor of the Company shall be entitled to an indemnity in respect of any claim arising from any act or omission which that Director or other officer or auditor of the Company knew to be a breach of trust or breach of duty or which was committed by the relevant person in reckless disregard of whether it was a breach of trust or breach of duty or not For the avoidance of doubt, no Director or other officer or auditor of the Company shall be entitled to an indemnity in respect of the costs of any unsuccessful defence to a criminal prosecution brought against such person in relation to their dealings with the Company
- 136A In accordance with Article 6 3, the Governing Body may decide to purchase and maintain indemnity insurance for the benefit of a Director or other officer or auditor of the Company

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## RULES

- 137 The Directors may from time to time make such rules or bye laws as they may deem necessary or expedient or convenient for the proper conduct and management of the Company and for purposes of prescribing classes of and conditions of membership, and in particular but without prejudice to the generality of the foregoing, they may by such rules or bye laws regulate
- (a) the admission and classification of Members (including the admission of organisations to membership) and the rights and privileges of such Members, and the conditions of membership and the terms on which Members may resign or have their membership terminated and the entrance fees, subscriptions and other fees or payments to be made by Members,
  - (b) the conduct of Members in relation to one another, and to the Company's servants,
  - (c) the setting aside of the whole or any part or parts of the Company's premises at any particular time or times or for any particular purpose or purposes;
  - (d) the procedure at general meetings and meetings of the Directors and committees of the Directors (including meetings of the Local Governing Bodies) in so far as such procedure is not regulated by these Articles, and
  - (e) generally, all such matters as are commonly the subject matter of company rules
- 138 Provided that no rule or bye law shall be inconsistent with, or shall affect or repeal anything contained in these Articles, the Company in general meeting shall have power to alter, add or to repeal the rules or bye laws and the Directors shall adopt such means as they think sufficient to bring to the notice of Members all such rules or bye laws, which shall be binding on all Members

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## AVOIDING INFLUENCED COMPANY STATUS

- 139 Notwithstanding the number of Members from time to time, the maximum aggregate number of votes exercisable by Local Authority Associated Persons shall never exceed 19.9 per cent of the total number of votes exercisable by Members in general meeting (including an Annual General Meeting) and the votes of the other Members having a right to vote at the meeting will be increased on a pro-rata basis
- 140 No person who is a Local Authority Associated Person may be appointed as a Director if, once the appointment had taken effect, the number of Directors who are Local Authority Associated Persons would represent 20 per cent or more of the total number of Directors. Upon any resolution put to the Directors, the maximum aggregate number of votes exercisable by any Directors who are Local Authority Associated Persons shall represent a maximum of 19.9 per cent of the total number of votes cast by the Directors on such a resolution and the votes of the other Directors having a right to vote at the meeting will be increased on a pro-rata basis
- 141 No person who is a Local Authority Associated Person is eligible to be appointed to the office of Director unless his appointment to such office is authorised by the local authority to which he is associated
- 142 If, at the time of either his becoming a Member or his first appointment to office as a Director, any Member or Director was not a Local Authority Associated Person but later becomes so during his membership or tenure as a Member or Director, his membership shall be deemed to have immediately terminated and he shall be deemed to have immediately resigned from his office as a Director (as the case may be)

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- 143 If at any time the number of Directors or Members who are also Local Authority Associated Persons would (but for Articles 139 to 142 inclusive) represent 20 per cent or more of the total number of Directors or Members (as the case may be) then a sufficient number of the Directors or Members (as the case may be) who are Local Authority Associated Persons shall be deemed to have resigned as Directors or for their membership to have been terminated (as the case may be) immediately before the occurrence of such an event to ensure that at all times the number of such Directors or Members (as the case may be) is never equal to or greater than 20 per cent of the total number of Directors or Members (as the case may be) Directors who are Local Authority Associated Persons shall be deemed to have resigned, and the membership of Members who are Local Authority Associated Persons shall be deemed to have terminated, in order of their appointment date (the most recently appointed Director resigning first and the most recently appointed Member's membership terminating first (as the case may be))
- 144 The Members will each notify the Company and each other if at any time they believe that the Company or any of its subsidiaries has become subject to the influence of a local authority (as described in section 69 of the Local Government and Housing Act)