

WRIGLEYS

— SOLICITORS —

Information about the Academy Trust

1.	Name of the School	Neasden Primary School
2.	What is the proposed name of the Academy Trust (i.e. the company)?	ICA Partnership
3.	What is the address for the registered office for your Academy Trust?	
4.	Governors (aka Directors) of the Academy Trust:	Please complete the details in the template below.
4.1	Who will be the Governors (aka Directors) of the Academy Trust?	
4.2	<p>Who will be the first Governors (aka Directors) of the Academy Trust?</p> <p>We recommend selecting a smaller group to ease the administrative burden during the conversion process and appoint the full board later.</p> <p>Please note there must be at least three Governors to start with. The first three Governors must not be LAAPs (i.e. not employed by a local authority or a Councillor).</p> <p>Please note the first Governors <u>must</u> be available to sign documents during the conversion process.</p>	<p>Please name at least 3 individuals.</p> <p>Gary Jordan</p> <p>Russell Drake</p> <p>William McCully</p>
4.3	<p>What is the maximum number of Governors (aka Directors) at any one time you would want?</p> <p>Please note that an ex-officio positions or appointments made by the Secretary of State etc will be in addition to your chosen number.</p>	3

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5. 5.1	Members of the Academy Trust: Who will be the Members of the Academy Trust?	3 Members
5.2	Who will be the first Members of the company, who will each sign the Memorandum and Articles of Association in preparation for incorporation. These could be the same as the first Governors (aka Directors), or different, it is up to you. The first Members must not be LAAPs.	Please name at least 3 individuals. To be decided, all members can be signatories. Gary Jordan Russell Drake William McCully
5.3	Do you intend the Umbrella Trust to be represented as a member of the Academy Trust? If so, how many individual members will be appointed by the Umbrella Trust? Will the Umbrella Trust itself be a member?	No
6.	Company Secretary Who will be the company secretary? Please note the position cannot be filled by a Director, the CEO or a Principal. The company secretary is an officer of the company responsible for the administration of the company, making the returns to Companies House etc. We can recommend a specialist company secretarial service who can assist with these duties if you wish.	School Business Manager to be appointed, supported by Forrester & Boyd.

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Governors of Academy Trust

	Full Names	LAAP?
Parent Governors (minimum 2)	To be appointed	
Principal (ex-officio) – you can choose whether the Principal is an ex officio governor or not – DfE envisages that most Principals will want to be one.	Mrs Nicola Loten	
Member appointed Governor (General category)	Miss Annabel Reeves Mrs Zena Ward Gary Jordan Russell Drake William McCully	
Any non-voting associates?	N/A	