



Charville Academy

Annual governance statement including a Register of Interests

School name	Charville Academy
School address	Bury Avenue, Hayes, Middx UB4 8LF
Telephone number	020 8845 1707/3473
Contact email address	office@charvilleacademy.org
Website	https://www.charvilleacademy.org/

The governing body should be contacted via the school details above, which is the business address for the whole governing body

Category of school	Academy converter
Legal entity	Company limited by guarantee Exempt charity
Company number	8451827 (England & Wales)
Company registered office	c/o Azets, Ashcombe Court, Woolsack Way. GU7 1LQ
DfE number	312/5206 (URN139609)
Ofsted grading and date of last inspection	Good (May 2023)

Headteacher	Mrs. Nicola Kelly
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Date of governance statement	September 2024
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Structure of the Academy

Members

Academy trusts are founded by members who have a general duty to exercise their powers to further the academy trust's charitable purpose

Member	Term of Office	
Beverly Deane	Appointed 3 rd July 2019	
Vijay Madar	Appointed 29 th April 2021	Resigned 13 th March 2024
Patricia McGee	Appointed 21 st June 2021	
Vinay Purwaha	Appointed 20 th April 2021	Resigned 20 th March 2024
Veronica Shepherd	Appointed 19 th March 2021	

Governors of the academy trust (Full Governing Board)

The trust board, led by a Chair, is the decision-making body of the academy trust. Governors (with the exception of the Headteacher and the staff governor) are unpaid volunteers

Headteacher

The role of the Headteacher is to implement the strategic framework established by the trust board, which they will help develop either as an Academy Trustee or in supporting the trust board with the necessary information. It is the Headteacher who is responsible for the operational and day-to-day running of the academy trust.

The core functions of the governing body

As defined in the Academy Trust Governance Structures and Role Descriptors (DfE October 2020) all trust boards have three core functions:

- Ensuring clarity of the vision, ethos and strategic direction.
- Holding the Headteacher to account for the educational performance of the school(s) and its pupils and the effective and efficient performance management of staff.
- Overseeing the financial performance of the school and making sure that its money is well spent.

In delivering these functions the governing body is expected to adhere to the seven principles of public life, commonly known as the Nolan Principles

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

The structure of the governing body

Category of governor	Appointed or elected to the governing body
Headteacher (Headteacher)	1 - ex-officio
Parent governor (minimum of 2)	3 - elected
Community governor	6 - appointed
Staff governor – non-voting	1 - elected

Who are our governors?

The chair of governors is				Suzy Ford
The vice chair of governors				Sam Gemmill
The clerk to the governors is				Judicium Education (Julie Gledhill)
Category of governor	Full Name	Appointed by	Term	Appointed date and term of office
Headteacher	Nicola Kelly	Ex-officio	n/a	1 st Sept 2014
Parent	Suzy Ford	elected	4 yrs	14 th Sept 2022 – Sept 2026
Parent	Helen Polyanska	elected	4 yrs	8 th Mar 2023 – Mar 2027
Parent	Vacancy			
Community	Ros Wilkinson	Board	4 yrs	27 th Apr 2022 – Apr 2026
Community	Sam Gemmill	Board	4 yrs	14 th Sept 2022 – Sept 2026
Community	Hayley O'Brien	Board	4 yrs	20 th Dec 2023 – Dec 2027
Community	Vacancy x 3			

Committees and delegations

The governing body delegates some of its functions to two committees,

- Resources, audit, risk and finance
- Curriculum

The committee membership for 2024-25 is

	Resources, audit, risk and finance	Curriculum
Chair	Sam Gemmill	Ros Wilkinson
Vice Chair	Hayley O'Brien	Hayley O'Brien
Membership	Nicola Kelly Helen Polyanska Sam Gemmill Suzy Ford	All governors

The governing body delegates the lead in some areas to individual governors covering specific areas of school life. These governors are known as link governors and the following link governors are appointed for the academic year 2024-25

Delegated area of activity	Named governor
Safeguarding	Ros Wilkinson
Special educational needs and disability (SEND)	Suzy Ford
Pupil premium & sports premium	Ros Wilkinson

Health & Safety	Hayley O'Brien
Writing	Helen Polyanska
Filtering and Monitoring	Sam Gemmill

In addition, specific panels of the governing body are convened as required.

Governing body and committee meeting attendance during the academic year 2023-24

Governor	Full Governing Board (Number attended/number of meetings held)	Resources, audit, risk and finance	Curriculum & Achievement
Nicola Kelly	5/6	3/4	3/3
Abbie Booth	5/6		3/3
Suzy Ford	4/6	4/4	3/3
Rabbiya Chowdhry	4/6	3/4	2/3
Helen Polyanska	4/6	4/4	3/3
Karen Hewitt	3/3		1/1
Ros Wilkinson	6/6		3/3
Sam Gemmill	6/6	4/4	3/3
Christine Peattie	2/6	3/4	3/3
Hayley O'Brien	3/4	1/2	2/2

Created: 30th September 2024

Author: Matthew Wilkinson
School Business Manager

Review date: March 2025

Register of business and pecuniary interests, including governance roles in other educational establishments.

The Academy Trust Handbook 2024 states (1.45 – 1.48)

- *The trust must keep a register of any relevant business interests, including governance roles in other educational institutions, for (as a minimum) members, trustees, local governors and senior employees, serving at any point over the last 12 months*
- *The register must include their full names, date of appointment, term of office, date they stepped down (where applicable), who appointed them and relevant business and financial interests including:*
 - *Directorships, partnerships and employments with businesses*
 - *Trusteeships and governorships at other educational institutions and charities*
 - *For each interest: the name and nature of the business, the nature of the interest and the date the interest began*
- *The register must identify relevant interests from close family relationships between the academy trust's members, trustees or local governors. It must also identify relevant interests arising from close family relationships between those individuals and employees*
- *Trusts should consider whether other interests should be registered, and if in doubt should do so. Boards of trustees must keep their register of interests up-to-date at all times.*

Full name	Role	Declarations of interest
Beverly Deane	Member	None declared
Patricia McGee	Member	None declared
Veronica Shepherd	Member	None declared
Nicola Kelly	Governor	None declared
Suzy Ford	Governor	None declared
Helen Polyanska	Governor	Governor of Oak Wood secondary school
Ros Wilkinson	Governor	Chair of governors at Oak Wood secondary school. Spouse is senior employee (School Business Manager) *
Sam Gemmill	Governor	None declared
Hayley O'Brien	Governor	None declared
Full name	Role	Declarations of interest
Louise Innes	Senior employee	None declared
Julietta Dunmall	Senior employee	None declared
Lorraine Newbey	Senior employee	None declared
Matthew Wilkinson	Senior employee	Spouse is a governor*
Kuljeet Sandhu	Finance Officer	None declared

*Note: To avoid any conflict of interest due to the spousal relationship Ros Wilkinson does not sit on the Resources, audit, risk and finance committee and does not vote on financial matters at the Full Governing Board. The interest is recognised in the audited accounts