



## 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	<a href="https://www.charvilleacademy.org/">https://www.charvilleacademy.org/</a>

*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	March 2026
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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	
Patricia McGee	Appointed 21 <sup>st</sup> June 2021	
Veronica Shepherd	Appointed 19 <sup>th</sup> March 2021	
Ahmad Fazel	Appointed July 2024	
Karen Hewitt	Appointed July 2024	
Rabbiya Chowdhry	Appointed March 2025	

### 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. At Charville Academy we refer to Trustees as Governors.

## **Responsibilities and Principles for the governing body**

The trust board is responsible for:

- strategic leadership
- accountability and assurance
- strategic engagement

The board has collective accountability and strategic responsibility for the trust. It has a focus on ensuring the trust delivers an excellent education to pupils while maintaining effective financial management and must ensure compliance with:

- the trust's charitable objects
- regulatory, contractual and statutory requirements
- its funding agreement

The board also has strategic and statutory responsibility for:

- safeguarding and special educational needs and disabilities (SEND) arrangements within (and across) the academy trust
- promotion of pupil welfare
- keeping the trust's estates safe and well-maintained
- making sure that it delivers its commitment to other schools and academies

In delivering these responsibilities the trust board body is expected to adhere to the seven fundamental principles of public life, commonly known as the Nolan Principles

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

These principles are underpinned by seven more focused principles defined in the [Academy Trust Governance Code](#)

### The structure of the governing body

Category of governor	Appointed or elected to the governing body
Headteacher (Headteacher)	1 - ex-officio
Staff governor	1 – elected - nonvoting
Parent governor (minimum of 2)	3 - elected
Community governor	5 – appointed (max 11)
Co-opted governor	No minimum - appointed

### Who are our governors?

The chair of governors is		Ms. Hayley O'Brien	
The vice chair of governors		Mrs. Sam Gemmill	
The clerk to the governors is		Judicium Education (Julie Gledhill)	
Category of governor	Full Name	Appointed by	Appointed date and term of office
Headteacher	Nicola Kelly	Ex-officio	1 <sup>st</sup> Sept 2014
Staff	Vacant	elected	Non-voting
Parent	Vacant		
Parent	Marie Calvert	elected	28 <sup>th</sup> Jan 2026 – 27 <sup>th</sup> Jan 2030
Parent	Kam Sidhu	elected	19 <sup>th</sup> Nov 2025 – 18 <sup>th</sup> Nov 2029
Community	Ros Wilkinson	Board	4 <sup>th</sup> March 2026 – 3 <sup>rd</sup> March 2030
Community	Sam Gemmill	Board	14 <sup>th</sup> Sept 2022 – 13 <sup>th</sup> Sept 2026
Community	Suzy Ford	Board	14 <sup>th</sup> Sept 2022 – 13 <sup>th</sup> Sept 2026
Community	Hayley O'Brien	Board	20 <sup>th</sup> Dec 2023 – 19 <sup>th</sup> Dec 2027
Community	Rachel Rodipe	Board	1 <sup>st</sup> Jan 2026 – 30 <sup>th</sup> Dec 2029
Recent Governors			
Staff	Rachel Rodipe	board	Resigned December 2025
Community	Jamie Montero	board	Resigned January 2026
Parent	Preet Adhikari	elected	Resigned Sept 2025
Parent	Helen Polyanska	elected	Resigned Sept 2025

## Committees and delegations

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

- Resources, audit, risk and finance
- Curriculum

The committee membership for 2025-26 is

	<b>Resources, audit, risk and finance</b>	<b>Curriculum</b>
Chair	Sam Gemmill	Ros Wilkinson
Vice Chair	Suzy Ford	Hayley O'Brien
Membership	Nicola Kelly Hayley O'Brien Rachel Rodipe	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 2025-26

Delegated area of activity	Named governor
Safeguarding	Ros Wilkinson
Headteacher performance management	Hayley O'Brien & Ros Wilkinson
Special educational needs and disability (SEND)	Suzy Ford
Pupil premium & Sports Premium	Ros Wilkinson
Writing	Ros Wilkinson
Health & Safety	Hayley O'Brien
Filtering and Monitoring / GDPR	Ros Wilkinson

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

Governing body and committee meeting attendance for the academic year 2024- 25

Governor	Full Governing Board (Number attended/number of meetings held)	Resources, audit, risk and finance	Curriculum & Achievement
Nicola Kelly	6/6	4/4	3/3
Abbie Booth	1/1		
Suzy Ford	5/6	4/4	3/3
Helen Polyanska	6/6	2/4	3/3
Ros Wilkinson	6/6		3/3
Sam Gemmill	6/6	4/4	3/3
Hayley O'Brien	5/6	4/4	2/3
Preet Adhikari	2/4	2/3	1/2
Jamie Montero	3/4	2/2	2/2
Rachel Rodipe	4/4	2/2	2/2

Dated: 1<sup>st</sup> March 2026  
Author: Matthew Wilkinson  
School Business Manager  
Review date: March 2026

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

The Academy Trust Handbook 2023 states (5.45 – 5.48)

- *The academy trust’s register of interests must capture relevant business and financial interests of members, trustees, local governors and senior employees, 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. A relative is defined as a close member of the family, or member of the same household, who may be expected to influence, or be influenced by, the person. This includes, but is not limited to, a child, parent, spouse or civil partner*
- *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.*
- *Trusts must publish on their websites relevant business and financial interests of members, trustees, local governors and accounting officers. Trusts have discretion over the publication of interests of other individuals named on the register. The Charity Commission offers guidance in – “Manage a conflict of interest in your charity and CC29: Conflicts of interest: a guide for charity trustees”*

Full name	Role	Declarations of interest
Rabbiya Choudhry	Member	None declared
Patricia McGee	Member	None declared
Veronica Shepherd	Member	None declared
Ahmad Fazel	Member	None declared
Karen Hewitt	Member	None declared

Full name	Role	Declarations of interest
Nicola Kelly	Governor	None declared
Rachel Rodipe	Governor	None declared
Suzy Ford	Governor	None declared
Marie Calvert	Governor	None declared
Kam Sidhu	Governor	None declared
Ros Wilkinson	Governor	Chair of governors at Oak Wood secondary school. Spouse is senior employee (School Business Manager/CFO) *
Sam Gemmill	Governor	None declared
Hayley O'Brien	Governor	None declared
Full name	Role	Declarations of interest
Louise Innes	Senior leader	None declared
Julietta Dunmall	Senior leader	None declared
Lorraine Newbey	Senior leader	None declared
Abbie Booth	SLT attendee	None declared
Matthew Wilkinson	Senior leader/CFO	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