## THE COMPANIES ACTS 1985 AND 1989 PRIVATE COMPANY LIMITED BY SHARES

# ARTICLES OF ASSOCIATION of **CAREER TEACHERS LIMITED**



05/08/2015

**COMPANIES HOUSE** 

(amended by special resolution dated 6 March 2014)

## **PRELIMINARY**

- 1(1) The Regulations contained in Table A in the Schedule to The Companies (Tables A to F) Regulations 1985 (hereinafter referred to as Table A) shall apply to the Company save insofar as they are excluded or varied hereby, and such Regulations save as so excluded or varied together with the Articles hereinafter contained shall be the Articles of Association of the Company
- (2) Regulations 3, 24, 41, 46, 48, 62, 64, 67, 73, 74, 75, 80, 94, 95, 96, 97, 101 of Table A and the words "shall be sealed with the seal and" in line 5 of Regulation 6 and the second and third sentences of Regulation 79 of Table A shall not apply to the Company.

#### INTERPRETATION

- 2 The provisions as to the interpretation of Table A contained in Regulation 1 thereof shall apply to the interpretation of these Articles as they apply to the interpretation of Table A.
  - "'A' ordinary shares" means the ordinary shares of £0.01 each in the share capital of the Company from time to time
  - "'B' ordinary shares" means the ordinary shares of £0 01 each in the share capital of the Company from time to time

#### PRIVATE COMPANY

- 3 The Company is a private Company and accordingly the Company shall not offer, allot or agree to allot any shares in or debentures of the Company to the public with a view to all or any of such shares or debentures being offered for sale to the public, and sections 58 (3), 59 and 60 of the Act shall apply for the purposes of this Article as they apply for the purposes of the Act
- 4(1) All unissued shares of the Company, whether forming part of the original or any increased capital shall be under the control of the directors who may allot, grant options over, offer or otherwise deal with or dispose of them to such persons, including any directors of the Company, at such times and on such conditions they think fit, provided that no shares shall be issued at a discount.

- (2) The directors are hereby generally and unconditionally authorised to exercise the powers of the Company to allot relevant securities as defined in section 80 of the Act and are empowered to make offers or agreements which would or might require relevant securities as so defined to be allotted after the expiration of such authority
- (3) Unless and until the authority conferred by (2) above is revoked, renewed or varied
  - (a) the maximum amount of relevant securities as so defined that may be allotted under such authority shall be the amount of unissued relevant securities in the capital of the Company at the date of the incorporation of the Company,
  - (b) such authority shall expire on the fifth anniversary of the date of incorporation of the Company.

#### SHARE CAPITAL AND REDEMPTION OF SHARES

- Subject to the provisions of the Act shares may be issued which are to be redeemed or are to be liable to be redeemed at the option of the Company or the holder, provided that the terms on which and the manner in which any such redeemable shares shall or may be redeemed shall be specified by Special Resolution before the issue thereof.
- The share capital of the Company is divided into 'A' ordinary shares and 'B' ordinary shares. Except as provided in these articles the 'A' ordinary and 'B' ordinary shares shall rank pari passu in all respects as if the same constituted a single class of shares. The 'A' ordinary shares confer rights to vote, to receive a return of capital on a liquidation or otherwise and to receive dividends. The 'B' shares shall confer voting rights but not the right to receive dividends but shall have rights to receive a return of capital on a liquidation, reduction of capital or otherwise of the Company in proportion and only up to the extent of the amount paid up on each share.
- 6 Regulation 8 of Table A shall not apply to the Company

## TRANSFER OF SHARES

- The transferor shall be deemed to remain a holder of any shares which have been or are to be transferred until the name of the transferee is entered in the register of members in respect thereof
- Subject to the provisions of Article 9A 11 herein, the directors may, in their absolute discretion and without assigning any reason therefor, decline to register the transfer of any share, whether or not it is fully paid.
- 9 (1) A member (referred to in this Article as "the transferor") desiring to transfer shares otherwise than to another member shall give notice in writing of such intention to the directors of the Company giving particulars of the shares in question (referred to in this Article as "the transfer notice")

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- (2) The transfer notice shall constitute the Directors as agents of the transferor for the sale of the shares included in the transfer notice at the prescribed price (as hereinafter defined) and on the terms hereinafter set out
- (3) The prescribed price shall be such price per share as shall be agreed between the transferor and the directors or in default of agreement as shall be fixed by the Auditors for the time being of the Company (or if the Company does not have auditors by a firm of Accountants, qualified to act as Auditors, appointed by the Company) as the fair value thereof, and the cost of the said valuation by the Auditors or firm of Accountants shall be borne by the Company
- (4) The directors shall offer the shares included in the transfer notice to the members of the Company (other than the transferor) at the prescribed price, and such offer shall be expressed to be open for acceptance for a period of not more than twenty-eight days.
- (5) In the event of competition the shares so offered shall be sold to the members accepting the offer in such proportions (or as nearly as may be and without increasing the number sold to a member beyond the number applied for by him) as their existing holdings bear to the total number of shares held by members accepting the offer
- (6) The transferor shall be bound upon receipt of the prescribed price to transfer to each member who has accepted the said offer such number of shares included in the transfer notice as such member has so accepted.
- Where a transferor fails or refuses so to transfer any shares within twenty-eight days after having become so bound so to do the directors may authorise some person to execute on behalf of and as attorney for the transferor any necessary transfers and may receive the purchase money therefor in trust for the transferor, and in any such case the receipt of the Company shall be a good discharge to the purchaser who shall not be bound to the good application thereof.
- (8) If, at the expiry of the time prescribed for the acceptance of offers under (4) above, any shares included in the transfer notice have not been accepted for purchase by the members or any of them on the terms set out in (4) to (7) above inclusive the transferor shall be at liberty to dispose of so many of such shares as have not been so accepted for purchase in any manner he may think fit within three months from the expiry of the said time prescribed under (4) above
- 9A 1 If the holders of at least 60% of the Shares in issue for the time being ("Selling Shareholders") wish to transfer all of their interest in the shares which they beneficially hold in the capital of the Company ("Sellers' Shares") to a bona fide arm's length purchaser ("Proposed Buyer"), the Selling Shareholders may require all other Shareholders ("Called Shareholders") to sell and transfer all their shares to the Proposed Buyer (or as the Proposed Buyer directs) in accordance with the provisions of this Article ("Drag Along Option")
- 9A 2 The Selling Shareholders may exercise the Drag Along Option by giving written notice to that effect ("Drag Along Notice") at any time before the transfer of the Sellers' Shares to the Proposed Buyer The Drag Along Notice shall specify

- a) that the Called Shareholders are required to transfer all their Shares ("Called Shares") pursuant to this article 9A,
- b) the person to whom the Called Shares are to be transferred,
- c) the consideration payable for the Called Shares which shall, for each Called Share, be an amount equal to the price per share offered by the Proposed Buyer for the Sellers' Shares, and
- d) the proposed date of the transfer
- 9A 3 Once issued, a Drag Along Notice shall be irrevocable. However, a Drag Along Notice shall lapse if, for any reason, the Selling Shareholders have not sold the Sellers' Shares to the Proposed Buyer within 30 business days of serving the Drag Along Notice The Selling Shareholders may serve further Drag Along Notices following the lapse of any particular Drag Along Notice.
- 9A 4 No Drag Along Notice shall require a Called Shareholder to agree to any terms except those specifically set out in this article 9A
- 9A 5 Completion of the sale of the Called Shares shall take place on the Completion Date "Completion Date" means the date proposed for completion of the sale of the Sellers' Shares unless
  - a) all of the Called Shareholders and the Selling Shareholders agree otherwise in which case the Completion Date shall be the date agreed in writing by all of the Called Shareholders and the Selling Shareholders, or
  - b) that date is less than 30 business days after the date on which the Drag Along Notice is served, in which case the Completion Date shall be the 10<sup>th</sup> business day after delivery of the Drag Along Notice.
- 9A 6 The rights of pre-emption set out in these Articles shall not apply to any transfer of shares to a Proposed Buyer (or as it may direct) pursuant to a sale for which a Drag Along Notice has been duly served.
- 9A 7 Within 10 business days of the Selling Shareholders serving a Drag Along Notice on the Called Shareholders, the Called Shareholders shall deliver stock transfer forms for the Called Shares, together with the relevant share certificates (or a suitable indemnity for any lost share certificates) to the Company. On the Completion Date, the Company shall pay the Called Shareholders, on behalf of the Proposed Buyer, the amounts they are due for their shares pursuant to article 9A 2(C) the extent that the Proposed Buyer has put the Company in the requisite funds The Company's receipt for the price shall be a good discharge to the Proposed Buyer The Company shall hold the amounts due to the Called Shareholders pursuant to article 9A 2(C) in trust for the Called Shareholders without any obligation to pay interest

- 9A 8 To the extent that the Proposed Buyer has not, on the Completion Date, put the Company in funds to pay the consideration due pursuant to article 9A 2(C), the Called Shareholders shall be entitled to the return of the stock transfer forms and share certificates (or suitable indemnity) for the relevant Called Shares and the Called Shareholders shall have no further rights or obligations under this article 9A in respect of their Shares
- If any Called Shareholder does not, on completion of the sale of the Called Shares, execute transfer(s) in respect of all of the Called Shares held by it, the defaulting Called Shareholder shall be deemed to have irrevocably appointed any person nominated for the purpose by the Selling Shareholders to be his agent and attorney to execute all necessary transfer(s) on his behalf, against receipt by the Company (on trust for such holder) of the consideration payable for the Called Shares, to deliver such transfer(s) to the Proposed Buyer (or as they may direct) as the holder thereof After the Proposed Buyer (or its nominee) has been registered as the holder, the validity of such proceedings shall not be questioned by any such person Failure to produce a share certificate shall not impede the registration of shares under this article 9A.
- 9A 10 Following the issue of a Drag Along Notice, on any person becoming a Shareholder of the Company pursuant to the exercise of a pre-existing option to acquire shares in the Company or on the conversion of any convertible security of the Company (a "New Shareholder"), a Drag Along Notice shall be deemed to have been served on the New Shareholder on the same terms as the previous Drag Along Notice. The New Shareholder shall then be bound to sell and transfer all Shares acquired by it to the Proposed Buyer (or as the Proposed Buyer may direct) and the provisions of this article 9A shall apply with the necessary changes to the New Shareholder, except that completion of the sale of the Shares shall take place immediately on the Drag Along Notice being deemed served on the New Shareholder

## 9A 11 Notwithstanding anything contained in these Articles

- (a) the directors of the Company may not decline to register any transfer of shares in the Company nor suspend registration of any such shares, and
- (b) a holder of shares in the Company is not required to comply with any provision of the Articles which restricts the transfer of shares or which requires any such shares to be first offered to all or any current shareholders of the Company before any transfer may take place,

where in any such case the transfer is or is to be:

- (1) executed by a bank or institution to which such shares have been mortgaged, charged or pledged by way of security (or by any nominee of such bank or institution) pursuant to a power of sale under such security;
- (11) executed by a receiver or manager appointed by or on behalf of any such bank or institution under any such security, or

(iii) to any such bank or institution (or to its nominee) pursuant to any such security.

A certificate by any officer of such bank or institution that the shares were so charged and the transfer was so executed shall be conclusive evidence of such facts.

## PROCEEDINGS AT GENERAL MEETINGS

- 10 If the Company has more than one member
  - (1) If the quorum prescribed by Regulation 40 of Table A is not present within half an hour from the time appointed for the meeting the meeting shall stand adjourned to the same day the next week at the same time and place or such time and place as the directors may determine.
  - (2) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting one person entitled under Regulation 40 of Table A to be counted in a quorum present at the meeting shall be a quorum.
- 11 (1) A resolution put to the vote of a 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
  - (2) A poll may be demanded
    - (a) by the chairman, or
    - (b) by a member (present in person or by proxy) having the right to attend and vote at the meeting, or
    - (c) by a duly authorised representative of a corporation.
  - (3) The demand for a poll may, before the poll is taken, be withdrawn
  - (4) A demand so withdrawn shall not be taken to have invalidated the result of a vote on a show of hands declared before the demand was made.
  - (5) A resolution in writing executed pursuant to Regulation 53 of Table A and which is expressed to be a special resolution or an extraordinary resolution shall have effect accordingly

#### **VOTES OF MEMBERS**

- There shall be inserted the words "Unless the directors otherwise determine" before the words "No member shall" in Regulation 57 of Table A which shall be modified accordingly in its application to the Company
- 13 (1) The instrument appointing a proxy and any such authority under which it is executed or a copy of such authority certified notarially or in some other way approved by the directors may

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- (a) be deposited at the office or at such other place within the United Kingdom and at such time 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, or
- (b) notwithstanding any provision to the contrary in the notice convening the meeting or in any instrument of proxy sent out by the Company in relation to the meeting, be deposited with the chairman 30 minutes before the commencement of the meeting or adjourned meeting and an instrument of proxy which is not so deposited or delivered in a manner so permitted shall be invalid
- (2) Deposit of an instrument of proxy shall not preclude a member from attending and voting at the meeting or at any adjournment thereof

#### NUMBER OF DIRECTORS

- 14 (1) The number of directors need not exceed one
  - (2) If and so long as there is a sole director he may exercise all the powers and authorities vested in the directors by these Articles and by Table A.

#### ALTERNATE DIRECTORS

An alternate director shall cease to be an alternate director if his appointor ceases to be a director

## **POWERS OF DIRECTORS**

In addition to and without prejudice to the generality of the powers conferred by Regulation 70 of Table A the directors may mortgage or charge all the undertaking and property of the Company including the uncalled capital or any part thereof, and may issue debentures, debenture stock and other securities whether outright of the Company or of any third party

## PROCEEDINGS OF DIRECTORS

- A director may vote at any meeting of the directors or of any committee of the directors, on any resolution, notwithstanding that it in any way concerns or relates to a matter in which he has, directly or indirectly, any kind of interest whatsoever, and if he shall vote on any such resolution as aforesaid his vote shall be counted, and in relation to any such resolution as aforesaid he shall (whether or not he shall vote on the same) be taken into account in calculating the quorum present at the meeting.
- For the purposes of Regulation 93 of Table A, the consent of a director or an alternate director to a resolution may also be given by letter, telex, cable, fax, email or other similar means
- 18A The majority shareholder (being a director) of the Company or a person appointed by him shall at all times be appointed the Chairman at each meeting of the directors.

No resolution put to a meeting of the directors shall be passed unless the majority shareholder of the Company (being a director) votes in favour of the resolution

#### INDEMNITY AND CALLS

- In addition to the indemnity conferred by Regulation 118 of Table A and subject to the provisions of the Act, every such person as is mentioned in the said Regulation shall be entitled to be indemnified out of the assets of the Company against all expenses, losses or liabilities incurred by him as agent of the Company or for the Company's benefit or intended benefit or in or about the discharge or intended discharge of his duties in relation to the Company
- Regulations 12 to 22 (inclusive) of Table A shall not apply to the Company. The directors may issue shares nil or partly paid on terms that any premium payable on them shall cease to be payable on an insolvent winding up of the Company.
- 21 (1) Subject to the provisions of Article 21A 1 herein, the Company has a lien ("the Company's lien") over every share which is nil or partly paid for all or any part of
  - (a) that share's nominal value, and
  - (b) any premium at which it was issued,

which has not been paid to the Company, and which is payable immediately or at some time in the future, if a call notice has been sent in respect of it.

- (2) The Company's lien over a share
  - (a) takes priority over any third party's interest in that share, and
  - (b) extends to any dividend or other money payable by the Company in respect of that share.
- 21A 1 Notwithstanding anything contained in these Articles, the directors of the Company may not exercise its rights of lien over shares that have been mortgaged, charged or pledged by way of security to a bank or institution
- 22 (1) Subject to the Articles and the terms on which shares are allotted, the directors may send a notice (a "call notice") to a member requiring the member to pay the Company a specified sum of money (a "call") which is due and payable in respect of shares which that member holds at the date when the directors decide to send the call notice
  - (2) A call notice
    - (a) may not require a member to pay a call which exceeds the total sum unpaid on that member's shares (whether as to the share's nominal value or any amount payable to the Company by way of premium),
    - (b) must state when and how any call to which it relates is to be paid, and
    - (c) may permit or require the call to be paid by instalments

- (3) A member must comply with the requirements of a call notice, but no member is obliged to pay any call before 14 days have passed since the notice was sent
- (4) Before the Company has received any call due under a call notice the directors may
  - (a) revoke it wholly or in part, or
  - (b) specify a later time for payment than is specified in the notice

by a further notice in writing to the member in respect of whose shares the call is made

- 23 (1) Liability to pay a call is not extinguished or transferred by transferring the shares in respect of which it is required to be paid
  - (2) Joint holders of a share are jointly and severally hable to pay all calls in respect of that share.
  - (3) Subject to the terms on which shares are allotted, the directors may, when issuing shares, provide that call notices sent to the holders of those shares may require them
    - (a) to pay calls which are not the same, or
    - (b) to pay calls at different times
- 24 (1) A call notice need not be issued in respect of sums which are specified, in the terms on which a share is issued, as being payable to the Company in respect of that share (whether in respect of nominal value or premium)
  - (a) on allotment,
  - (b) on the occurrence of a particular event, or
  - (c) on a date fixed by or in accordance with the terms of issue.
  - (2) But if the due date for payment of such a sum has passed and it has not been paid, the holder of the share concerned is treated in all respects as having failed to comply with a call notice in respect of that sum, and is liable to the same consequences as regards the payment of interest and forfeiture
- 25 (1) If a person is liable to pay a call and fails to do so by the call payment date
  - (a) the directors may issue a notice of intended forfeiture to that person, and
  - (b) until the call is paid, that person must pay the Company interest on the call from the call payment date at the relevant rate.
  - (2) For the purposes of this article
    - (a) The "call payment date" is the time when the call notice states that a call is payable, unless the directors give a notice specifying a later date, in which case the "call payment date" is that later date,

## (b) The "relevant rate" is

- (1) The rate fixed by the terms on which the share in respect of which the call is due was allotted,
- (11) Such other rate as was fixed in the call notice which required payment of the call, or has otherwise been determined by the directors, or
- (111) If no rate is fixed in either of these ways, 5 per cent per annum.
- (3) The relevant rate must not exceed by more than 5 percent points the base lending rate most recently set by the Monetary Policy Committee of the Bank of England.
- (4) The directors may waive any obligation to pay interest on a call wholly or in part.

## A notice of intended forfeiture

- (a) may be sent in respect of any share in respect of which a call has not been paid as required by a call notice,
- (b) must be sent to the holder of that share or to a person entitled to it by reason of the holder's death, bankruptcy or otherwise,
- (c) must require payment of the call and any accrued interest by a date which is not less than 14 days after the date of the notice,
- (d) must state how the payment is to be made, and
- (e) must state that if the notice is not complied with, the shares in respect of which the call is payable will be liable to be forfeited.
- If a notice of intended forfeiture is not complied with before the date by which payment of the call is required in the notice of intended forfeiture, the directors may decide that any share in respect of which it was given is forfeited, and the forfeiture is to include all dividends or other monies payable in respect of the forfeited shares and not paid before the forfeiture.
- 28 (1) Subject to the Articles, the forfeiture of the share extinguishes
  - (a) all interests in that share, and all claims and demands against the Company in respect of it, and
  - (b) all other rights and liabilities incidental to the share as between the person whose share it was prior to the forfeiture and the Company including all voting, dividend and capital rights
  - (2) Any share which is forfeited in accordance with the Articles
    - (a) is deemed to have been forfeited when the directors decide that it is forfeited,
    - (b) is deemed to be the property of the Company, and
    - (c) may be sold, re-allotted or otherwise disposed of as the directors think fit

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- (3) If a person's shares have been forfeited
  - (a) the Company must send that person notice that forfeiture has occurred and record it in the register of members,
  - (b) that person ceases to be a member in respect of those shares,
  - (c) that person must surrender the certificate for the shares forfeited to the Company for cancellation,
  - (d) that person remains liable to the Company for all sums payable by that person under the articles at the date of forfeiture in respect of those shares, including any interest (whether accrued before or after the date of forfeiture), and
  - (e) the directors may waive payment of such sums wholly or in part or enforce payment without any allowance for the value of the shares at the time of forfeiture or for any consideration received on their disposal
- (4) At any time before the Company disposes of a forfeited share, the directors may decide to cancel the forfeiture on payment of all calls and interest due in respect of it and on such other terms as they think fit
- 29 (1) If a forfeited share is to be disposed of by being transferred, the Company may receive the consideration for the transfer and the directors may authorise any person to execute the instrument of transfer
  - (2) A statutory declaration by a director or the Company secretary that the declarant is a director or the company secretary and that a share has been forfeited on a specified date
    - (a) is conclusive evidence of the facts stated in it as against all persons claiming to be entitled to the share, and
    - (b) subject to compliance with any other formalities of transfer required by the Articles or by law, constitutes a good title to the share
  - (3) A person to whom a forfeited share is transferred is not bound to see to the application of the consideration (if any) nor is that person's title to the share affected by any irregularity in or invalidity of the process leading to the forfeiture or transfer of the share.
  - (4) If the Company sells a forfeited share, the person who held it prior to its forfeiture is entitled to receive from the Company the proceeds of such sale, net of any commission, and excluding any amount which
    - (a) was, or would have become payable, and
    - (b) had not, when that share was forfeited, been paid by that person in respect of that share,

but no interest is payable to such a person in respect of such proceeds and the Company is not required to account for any money earned on them

# 30 (1) A member may surrender any share

- (a) in respect of which the directors may issue a notice of intended forfeiture,
- (b) which the directors may forfeit, or
- (c) which has been forfeited.
- (2) The directors may accept the surrender of any such share.
- (3) The effect of surrender on a share is the same as the effect of forfeiture on that share
- (4) A share which has been surrendered may be dealt with in the same way as a share which has been forfeited