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STATUTORY INSTRUMENTS

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**2018 No. 1135**

**The Education Administration Rules 2018**

**PART 3**

**PROCESS OF EDUCATION ADMINISTRATION**

**CHAPTER 1**

**Notice of education administrator's appointment**

**Notification and advertisement of education administrator's appointment**

**3.1.**—(1) A notice of appointment, to be published by the education administrator as soon as reasonably practicable under paragraph 46(2)(b) of Schedule B1, must be gazetted and may be advertised in such other manner as the education administrator thinks fit.

(2) The notice under paragraph (1) must state—

- (a) that an education administrator has been appointed; and
- (b) the date of the appointment.

(3) The education administrator must, as soon as reasonably practicable after the date of the education administration order deliver a notice of the appointment—

- (a) to the appropriate national authority;
- (b) to the registrar of companies;
- (c) to the local authority in whose area the further education body is situated;
- (d) to the combined authority, if the further education body is situated in the area of a combined authority;
- (e) if a receiver or administrative receiver has been appointed, to that person;
- (f) if a petition is pending for the winding up of the further education body, to the petitioner (and also to the provisional liquidator, if any);
- (g) to any enforcement officer, enforcement agent or other officer who, to the education administrator's knowledge, is charged with distress or other legal process against the further education body or its property; and
- (h) any supervisor of a voluntary arrangement under Part 1 of the Act.

(4) Where, under Schedule B1 or these Rules, the education administrator is required to deliver a notice of appointment to the registrar of companies, or any other person, it must be headed "Notice of education administrator's appointment" and must contain—

- (a) the education administrator's name, address and IP number;
- (b) identification details for the proceedings; and
- (c) a statement that the education administrator has been appointed as education administrator of the further education body.

(5) The notice must be authenticated and dated by the education administrator.