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Registrar Copy

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2008
FOR
BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

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**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**CONTENTS OF THE FINANCIAL STATEMENTS
for the year ended 31 August 2008**

	Page
Company Information	1
Report of the Trustees	2
Report of the Independent Auditors	9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the Financial Statements	12
Summarised Income and Expenditure Account	18

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**COMPANY INFORMATION
for the year ended 31 August 2008**

TRUSTEES:	Mrs C Boys S Maltby C Ross P Boys Mrs S Stirling	- resigned 7 November 2007
SECRETARY:	S Maltby	
HEADTEACHER:	Mrs L Walter	
REGISTERED OFFICE:	Boveridge House Boveridge Cranborne Wimborne BH21 5RU	
REGISTERED NUMBER:	3474073 (England and Wales)	
REGISTERED CHARITY NUMBER:	1067783	
AUDITORS:	Fawcetts Chartered Accountants and Registered Auditors Windover House St Ann Street Salisbury SP1 2DR	
BANKERS:	HSBC 16 King Street Covent Garden London WC2E 8JF	
SOLICITORS:	Russell-Cooke 2 Putney Hill London SW15 6AB	

The above information relates to the date of approval of these financial statements

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE TRUSTEES
for the year ended 31 August 2008**

The trustees of Boveridge House School Trust present their annual report for the year ended 31 August 2008 under the Companies Act 1985 and the Charities Act 1993, together with the audited financial statements for the year, and confirm that the latter comply with the requirements of the Companies Act 1985, the trust Deed and the Charities SORP 2005.

REFERENCE AND ADMINISTRATIVE INFORMATION

The Trust is registered with the Charity Commission for England and Wales (registration number 1067783). It is incorporated and registered in England and Wales under the Companies Act 1985 as a company limited by guarantee and not having a share capital (company number 3474073), its current Memorandum and Articles of Association being dated 1 December 1997.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Board of Trustees

The structure of the Trust consists of a Board of Trustees, who are also the directors of the company, the details of which are given on page 1.

Recruitment and Training of Trustees

Policy Statement

The recruitment, selection, appointment and subsequent induction of a new trustee into a Trust are an opportunity to improve the effectiveness of the Trust. The Trust will recruit trustees using open and transparent methods. The post will be filled by the person most likely to fill the requirements of the Trust as determined by a skills audit.

Aim of Policy

Problems can be avoided by taking care over recruitment and by providing a robust induction programme that gives new trustees the information they need, both about their role as a trustee and about the Trust.

Eligibility

- The Trust requires that all trustees sign a declaration form confirming that they are eligible to act as a trustee.
- The Trust will carry out Criminal Records Bureau (CRB) checks on all trustees.
- Some people are disqualified by law from acting as charity trustees, including anyone described in section 72(1) of the Charities Act 1993. Broadly that covers:
 - a) Anyone who has been convicted of an offence involving deception or dishonesty, unless the conviction is spent;
 - b) Anyone who is an undischarged bankrupt, or is the subject of a bankruptcy restriction order or bankruptcy restriction undertaking;
 - c) Anyone who has made a composition or arrangement with, or granted a trust deed for, his or her creditors and has not been discharged in respect of it;
 - d) Anyone who has previously been removed from trusteeship of a charity by the court or the Commissioners;
 - e) Anyone who is under a disqualification order under the Company Directors Disqualification Act 1986 or is the subject of a disqualification undertaking.
- It is an offence to act as a trustee while disqualified unless given a waiver under section 72(4) of the Charities Act 1993 (there are some special provisions applying to the administration of charitable companies)

Recruitment and Selection

- When recruiting new members to the board, existing trustees must be clear in their own minds about the charity's purpose and aims. They need to understand their broader duties and responsibilities as trustees, to ensure both that they are acting in the best interests of the charity, and that they are in a position to explain to new trustees what is required of them.
- Trustees need to ensure that they, rather than staff, retain overall responsibility and control of the trustee recruitment, selection and induction process.
- Existing trustees have a clear role to play in overseeing the effective management of an open and efficient process.

Continued on page 3

BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE

REPORT OF THE TRUSTEES
for the year ended 31 August 2008

Continued from page 2

Recruitment and Selection continued

- An assessment of the skills present or "skills audit" of the existing trustees is the best practice way to identify gaps. This assessment should include consideration of what skills are required by the board to perform effectively, and whether there are any gaps. The assessment can be simple, and need not involve more than the application of common sense.
- The Trust will ensure that all new and potential trustees have access to the Charity Commission's publications "The Essential Trustee: What you need to know" (CC3) and "Responsibilities of Charity Trustees" (CC3a) and have read and understood the contents.
- Trustees must ensure that they are aware of the legal rules on eligibility to serve as a trustee, bearing in mind that it is a criminal offence to serve as a trustee if disqualified to do so. Boveridge House School Trust performs CRB checks on all trustees.
- The Trust sees it as good practice to ensure that potential new trustees consider the question of possible conflicts of interest before there is commitment on either side. This is particularly important where personal interests may be significant enough to make it difficult for the individual concerned to make a full and rounded contribution to the board's discussions and decisions

Induction

The Trust will provide all trustees with sufficient induction material to allow them to understand their charitable purposes, financial position and current issues.

- All new trustees, as part of their induction, will receive:-
 - copies of the charity's key documents (latest set of annual accounts and copies of minutes from previous meetings) accompanied by an explanation of their purpose and effect.
 - details of other trustees, senior staff, management structure etc as well as a copy of the strategic aims and objectives.

Procedure

Having identified the skills needed by the Board, the trustees will use open and transparent methods to attract and determine suitable prospective trustees.

The Trust will require all prospective trustees to complete the Trustee Introduction Form. The completion of this form gives the Board of Trustees an introduction to the person and their background. It also gives an indication of the ways that they might assist the Trust in delivering its charitable purpose.

- The completed form is circulated to all members of the Board.
- The prospective trustee is introduced to the Philip Green Memorial School by the Head teacher or the Chairman.
- The prospective trustee is invited to meet with the Chair and a minimum of one other trustee. After the meeting a decision will be made on proposing for appointment to the Board.
- If proposed, the prospective trustee is then invited to attend one Board meeting as an observer.
- Confirmation of appointment will be voted on at the next Board meeting.
- The prospective trustee is required to sign a declaration form confirming that they are eligible to act as a trustee.
- The Board may also co-opt additional members provided that the rules as to the total number of trustees is not exceeded.
- Such appointed or co-opted trustees shall hold office until the next Annual General Meeting. They will be eligible for re-election and to vote at the meetings of the Board of Trustees.

Organisational Management

The trustees are legally responsible for the overall management and control of the Trust, and meet at least three times a year.

The day to day running of the school is delegated to the Headteacher, supported by her senior management team. The Headteacher attends all of the trustees' meetings.

Continued on page 4

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE TRUSTEES
for the year ended 31 August 2008**

Continued from page 3

Risk management

The major risks, to which the charity is exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate those risks.

OBJECTS, AIMS, OBJECTIVES AND ACTIVITIES

Charitable Objects

The Charity's Objects, as set out in its Trust Deed, are the advancement of education, including the provision of boarding and day schooling for children and young children with learning difficulties.

Strategic Aims and Objectives

Strategic Aim 1

To ensure the Trust is financially sound.

Objectives:-

- Ensure that in each financial year total expenditure does not exceed total income.
- Build up free reserves, as stated in the annual report and accounts to £160,000.
- Build up additional free reserves to enable the Trust to finance future capital projects.
- Target an annual fee income increase rising to £1,300,000 by the end of the plan period, 31 August 2010.

Strategic Aim 2

To ensure that Philip Green Memorial School provides a friendly and supportive setting in which students become independent, confident and successful young people.

Objectives:-

- Provide a broad and balanced curriculum.
- Provide a good range of extra-curricular activities involving both teaching and residential care staff.
- Provide links with the wider community and other educational establishments.

Strategic Aim 3

To maintain Philip Green Memorial School registration with the DfES, as an independent school providing education for boys and girls, aged 11-19 who have a range of moderate to severe learning difficulties.

Objectives:-

- Ensure full compliance with regulations defined in Section 162A of the Education Act 2002.
- Fully address the areas of non compliance identified during the OfSTED Inspection of June 2007.

Strategic Aim 4

To ensure Philip Green Memorial School fully complies with the National Minimum Care Standards for Residential Schools.

Objectives:-

- Fully address the recommended actions identified during the Commission for Social Care Inspection (CSCI) review in June 2007.
- Achieve a minimum score level 3 in all of the outcomes that CSCI measure.

Strategic Aim 5

To ensure Philip Green Memorial School recruits and retains high quality staff.

Objectives:-

- Carry out regular assessments.
- Deliver appropriate training.
- Have an effective pay and reward system for all employees.

Continued on page 5

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE TRUSTEES
for the year ended 31 August 2008**

Continued from page 4

Strategic Aim 6

To ensure good governance of the Trust and the Philip Green Memorial School.

Objectives:-

- Carry out Annual Risk assessments. Ensure compliance with Charity Commission guidelines and the requirements of Company law and regulations.
- Maintain a well balanced and cohesive Board.

Strategic Aim 7

To keep the premises in good and substantial repair, as defined in the Lease with our Landlord.

Objectives:-

- Identify and prioritise repair and maintenance projects.
- Identify and prioritise Philip Green Memorial School development projects.
- Fund above projects from retained surpluses and fundraising contributions.

Strategic Aim 8

To fundraise for capital and revenue projects.

Objective:-

- Identify and prioritise projects.

Principal activities of the year

The principal activity of the Trust, in the year under review was that of providing education for children and young people with learning difficulties at the Philip Green Memorial School.

REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR

Facilities

As a school we remain focused on the development of the premises whether classrooms, accommodation or outdoor facilities.

During the academic year 2007-08 the following work was carried out to improve the facilities at the School:

- Windows were replaced to complete the top floor and on the first and ground floor the most seriously in need were also replaced.
- The main entrance hall, corridor and garden hall were redecorated.
- Central heating has been fitted to the ground floor area which completes the system.
- Two chimneys on the front of the main house have been rebuilt and a new boiler flue inserted into the appropriate chimney.
- Replacement wooden doors have been fitted to the garden hall.
- We have replaced most of the ground foul and storm drains and with the support of the landlord established an ecologically friendly reed bed system for the schools waste.

The school has also entered in to an arrangement with the other Cranborne schools for the collection of waste paper and cardboard for recycling. The school is looking to continue to increase recycling and self sufficiency over the next few years.

A new minibus was provided in conjunction with Rockbourne Fair which now allows all the students to travel at the same time.

The work to restore the gardens continued with the completion of the restoration of the South Pond garden and summer house.

Continued on page 6

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE TRUSTEES
for the year ended 31 August 2008**

Continued from page 5

Curriculum

We remain highly committed to enhancing our curriculum to meet the needs of our pupils and to ensure they reach their full potential both academically and socially. To this aim we have developed a life skills curriculum that runs alongside the National Curriculum.

Plans for the new Horticultural facility have been drawn up and it only remains for us to find an appropriate place to put the buildings that will meet the school needs, the Landlord and Planner's vision and the budget. We hope this will be achieved in the next academic year.

New reporting and evidence software has been introduced over the summer to allow the tracking of students' achievement and value added accomplishments to be more clearly recognised.

The school has also extended after school clubs and the residential curriculum to better meet the needs of our students to work towards more independence.

During the year, students completed an overseas trip to Salzburg which was most successful and allowed them to recognise some of the similarities and differences that exist in the world.

Externally accredited exam results continue to be good with a pass rate of 95% this year. The 5% is due to a student not completing the written exam for a subject and therefore it was ungraded.

General

The school achieved an Outstanding Classification in the OfstedSC inspection in April 2008 for which all staff should be congratulated.

The school has continued to develop its liaison with and outreach to other local school through "In Service" training and sharing of expertise via membership of the East Dorset Educational Partnership.

Staff training now ensures that the school exceeds the requirements of OfstedSC and placing authorities and we will continue to maintain this. All care staff are working towards or already have achieved NVQ3 in appropriate areas. Some staff are working towards management certificates, first aid certificates and lifesaving. All staff have NSPCC Child Protection Training and three senior staff have designated Child Protection Officer Status.

The school is soon to be reassessed for Investors in People Accreditation.

Overall this has been another highly successful year for the school and due credit must go to all staff at all levels for their dedication and commitment.

FINANCIAL REVIEW AND RESULTS FOR THE YEAR

The Trust's operating surplus of £117,624 was above our budgeted figure for the year and has been achieved against a background of strongly rising operating costs. We consider this to be a very satisfactory performance.

Principal Funding Sources

The principal funding source continues to be Local Education Authorities, however there are still a number of private placements.

Continued on page 7

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE TRUSTEES
for the year ended 31 August 2008**

Continued from page 6

Reserves Policy

The trustees' policy on the funding of reserves is based on the Charity Commission document CC19 and therefore recognises the need to build reserves in order to deal with adverse changes in the levels of income and expenditure in future years. The trustees consider that the Charity would need to accumulate free reserves of £160,000 in order to deal with closure costs brought about by unforeseen circumstances.

However, the trustees also recognise the importance of continuing capital expenditure on projects to improve the School's facilities and therefore maintain its ability to attract new pupils. Consequently, the trustees will endeavour to build reserves to the prescribed level over time whilst continuing to accommodate capital projects when the need arises.

At the balance sheet date the charity had free reserves of £62,979.

Investment Policy

The charity's investment policy is as laid down in its Memorandum and Articles of Association. Under the Memorandum and Articles of Association, the Trust has the power to make investments. The Trust's investment policy is to invest surplus funds in liquid, or near liquid assets with a low risk. The Trustees view is that this is currently satisfied by holding funds on high interest bank deposits.

EMPLOYEE INFORMATION

The Trust follows all legislative requirements relating to recruitment and employment and works to policies for:

- Disciplinary and Grievance
- Accessibility
- Health and Safety
- Whistleblowing
- Discrimination

A regular appraisal programme is in place for all staff and the Trust supports the personal and professional development of all staff.

FUTURE PLANS

The Trust has identified the Strategic Aims and Objectives it will work towards over the period 1 September 2007 to 31 August 2010. These are identified above and they set both financial and non financial targets for the trustees and the school team.

RELATED AND CONNECTED PARTY TRANSACTIONS

The Trust had no related or connected party transactions in the 2007/08 financial year.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to incorporated charities in England and Wales requires the trustees (who are also directors of the company) to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of its financial activities for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

Continued on page 8

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE TRUSTEES
for the year ended 31 August 2008**

Continued from page 7

STATEMENT OF TRUSTEES' RESPONSIBILITIES continued

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant audit information (as defined by Section 234ZA of the Companies Act 1985) of which the company's auditors are unaware, and each trustee has taken all the steps that he ought to have taken as a trustee in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

AUDITORS

The auditors, Fawcetts, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

ON BEHALF OF THE BOARD:


.....
S Maltby - TRUSTEE

Dated:
14/04/2009

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

We have audited the financial statements of Boveridge House School Trust for the year ended 31 August 2008 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The trustees (who are also the directors of the company) responsibilities for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees' Responsibilities. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Trustees is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the Report of the Trustees and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charitable company as at 31 August 2008 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Report of the Trustees is consistent with the financial statements.

Fawcetts

Fawcetts
Chartered Accountants
and Registered Auditors
Windover House
St Ann Street
Salisbury
SP1 2DR

Dated: 16.4.09

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 August 2008**

	Notes	Unrestricted £	Restricted £	Total 2008 £	Total 2007 £
INCOME AND EXPENDITURE					
INCOMING RESOURCES					
Income from charitable activities					
Fees		1,234,132	-	1,234,132	1,033,317
Income from generated funds					
Voluntary income	2	-	35,073	35,073	11,126
Activities for generating funds:					
Investment income		<u>25,706</u>	<u>-</u>	<u>25,706</u>	<u>19,027</u>
Total incoming resources		<u>1,259,838</u>	<u>35,073</u>	<u>1,294,911</u>	<u>1,063,470</u>
RESOURCES EXPENDED					
Charitable activities:					
Operating costs		1,135,760	31,582	1,167,342	1,027,920
Governance costs		8,825	-	8,825	10,385
Costs of generating funds:					
Fundraising costs		-	-	-	3,500
Finance and other costs		<u>1,120</u>	<u>-</u>	<u>1,120</u>	<u>1,218</u>
Total resources expended	5	<u>1,145,705</u>	<u>31,582</u>	<u>1,177,287</u>	<u>1,043,023</u>
NET INCOMING RESOURCES		114,133	3,491	117,624	20,447
Funds brought forward at 1 September 2007		<u>479,918</u>	<u>261,488</u>	<u>741,406</u>	<u>720,959</u>
FUNDS CARRIED FORWARD at 31 August 2008		<u>594,051</u>	<u>264,979</u>	<u>859,030</u>	<u>741,406</u>

CONTINUING OPERATIONS

None of the Charity's activities were acquired or discontinued during the current and previous years.


The notes form part of these financial statements

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET
31 August 2008**

		<u>2008</u>		<u>2007</u>	
	Notes	£	£	£	£
FIXED ASSETS:					
Tangible assets	6		572,337		560,244
CURRENT ASSETS:					
Debtors	7	187,254		93,147	
Cash at bank and in hand		<u>629,704</u>		<u>533,833</u>	
		816,958		626,980	
CREDITORS: Amounts falling due within one year	8	<u>530,265</u>		<u>445,818</u>	
NET CURRENT ASSETS:			<u>286,693</u>		<u>181,162</u>
TOTAL ASSETS LESS CURRENT LIABILITIES:			<u>£859,030</u>		<u>£741,406</u>
FUNDS:					
Restricted funds	10		264,979		261,488
Unrestricted funds: general reserve	11		374,051		439,918
Unrestricted funds: designated fund	11		<u>220,000</u>		<u>40,000</u>
	9		<u>£859,030</u>		<u>£741,406</u>

ON BEHALF OF THE BOARD:


.....
S Maltby - TRUSTEE

Approved by the Board on 14/04/09

The notes form part of these financial statements

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2008**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements are prepared in accordance with the Statement of Recommended Practice on Accounting and Reporting by Charities: the Charities SORP 2005, applicable UK accounting standards and the Companies Act 1985. They are drawn up on the historical cost accounting basis.

Financial Reporting Standard Number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the Charity qualifies as a small company.

Fees and similar income

Fees receivable and charges for services and use of premises are accounted for in the period in which the service is provided after deducting allowances and bursaries.

Donations and fund accounting

Donations received for the general purposes of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to "restricted funds" where these wishes are legally binding on the trustees. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Resources expended

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The irrecoverable element of VAT is included with the item of expense to which it relates.

Tangible fixed assets

Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of low value with a short life. Repair, renovation and replacement expenditure is written off as expenditure in the statement of financial activities. The cost of fixed assets is their purchase cost, together with any incidental costs of acquisition.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life. Depreciation is only provided once the asset has been brought into use.

Improvements to leasehold property	- over the remaining period of the lease
Fixtures and fittings	- 20% on reducing balance
Office equipment	- 20% on reducing balance
Machinery and equipment	- 20% on reducing balance
Motor vehicles	- 20% on reducing balance

Pension costs

The teaching staff have the option to be members of a pension scheme which is operated by the Teachers' Pensions Agency. Employers' contributions to the scheme are charged to the income and expenditure account as they fall due.

Operating leases

Rentals paid under operating leases are charged on a straight line basis over the term of the lease.

Governance costs

Governance costs include all expenditure which is not directly related to the charitable activity. This includes accountancy fees and auditors' remuneration.

2. DONATIONS

During the year the Trust received donations from grant-making trusts and individuals totalling £35,073. The amounts were restricted according to the donors' wishes and have been disclosed in note 10 to the financial statements.

BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2008

3. STAFF COSTS

	2008	2007
	£	£
Wages and salaries	686,664	605,817
Social security costs	55,216	49,450
Pension contributions	<u>14,267</u>	<u>11,218</u>
	<u>756,147</u>	<u>666,485</u>

The average number of employees during the year, calculated on a full time equivalent basis, was as follows:

	2008	2007
Teaching and care staff	36	36
Other staff	<u>11</u>	<u>7</u>
	<u>47</u>	<u>43</u>

The number of employees whose emoluments exceeded £60,000 was:

	2008 No.	2007 No.
£60,001 - £70,000	1	1

4. EXPENDITURE

Expenditure includes:

	2008	2007
	£	£
Depreciation - owned assets	44,499	37,562
Auditors' remuneration - audit	2,530	2,468
- non-audit	<u>6,295</u>	<u>7,917</u>

Neither the trustees nor persons connected with them received any remuneration, other material benefits or reimbursed expenses during the year or the previous year.

5. ANALYSIS OF TOTAL RESOURCES EXPENDED

	Staff salaries and costs £	Other £	Depreciation £	2008 Total £	2007 Total £
Charitable activities					
Teaching costs	368,119	28,568	27,044	423,731	405,593
Welfare	234,709	42,725	10,765	288,199	270,265
Premises	153,319	267,642	5,938	426,899	328,103
Support costs of schooling	<u>-</u>	<u>27,761</u>	<u>752</u>	<u>28,513</u>	<u>23,959</u>
Operating costs	756,147	366,696	44,499	1,167,342	1,027,920
Governance	-	8,825	-	8,825	10,385
Costs of generating funds					
Fundraising costs	-	-	-	-	3,500
Finance and other costs	<u>-</u>	<u>1,120</u>	<u>-</u>	<u>1,120</u>	<u>1,218</u>
	<u>756,147</u>	<u>376,641</u>	<u>44,499</u>	<u>1,177,287</u>	<u>1,043,023</u>

BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2008

6. TANGIBLE FIXED ASSETS

	Improvements to leasehold buildings	Office equipment	Fixtures and fittings	Machinery and equipment	Motor vehicles	Totals
	£	£	£	£	£	£
COST:						
At 1 September 2007	584,942	23,289	48,990	76,758	26,500	760,479
Additions	<u>10,999</u>	<u>8,139</u>	<u>1,405</u>	<u>1,501</u>	<u>34,548</u>	<u>56,592</u>
At 31 August 2008	<u>595,941</u>	<u>31,428</u>	<u>50,395</u>	<u>78,259</u>	<u>61,048</u>	<u>817,071</u>
DEPRECIATION:						
At 1 September 2007	78,811	15,531	39,360	47,908	18,625	200,235
Charge for year	<u>24,558</u>	<u>3,179</u>	<u>2,207</u>	<u>6,070</u>	<u>8,485</u>	<u>44,499</u>
At 31 August 2008	<u>103,369</u>	<u>18,710</u>	<u>41,567</u>	<u>53,978</u>	<u>27,110</u>	<u>244,734</u>
NET BOOK VALUE:						
At 31 August 2008	<u>492,572</u>	<u>12,718</u>	<u>8,828</u>	<u>24,281</u>	<u>33,938</u>	<u>572,337</u>
At 31 August 2007	<u>506,131</u>	<u>7,758</u>	<u>9,630</u>	<u>28,850</u>	<u>7,875</u>	<u>560,244</u>

**7. DEBTORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	2008 £	2007 £
Trade debtors	166,576	74,698
Other debtors	15,092	14,520
Prepayments	<u>5,586</u>	<u>3,929</u>
	<u>187,254</u>	<u>93,147</u>

**8. CREDITORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	2008 £	2007 £
Trade creditors	-	772
Other creditors	-	2,500
Accruals and deferred income	<u>530,265</u>	<u>442,546</u>
	<u>530,265</u>	<u>445,818</u>

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2008**

9. ALLOCATION OF THE CHARITY NET ASSETS

The net assets are held for the various funds as follows:

	Fixed Assets £	Net Current Assets £	Total £
Restricted funds	261,265	3,714	264,979
Unrestricted funds	311,072	62,979	374,051
Designated funds	-	220,000	220,000
Total	572,337	286,693	859,030

10. RESTRICTED FUNDS

The income funds of the Charity include restricted funds comprising the following balances of donations and grants held on trust to be applied for specific purposes:

	Balance at 1 September 2007	Movement in funds Incoming resources	Resources expended	Balance at 31 August 2008
Friends of Boveridge House	3,838	-	768	3,070
Oliver Ford Trust	574	-	115	459
Southover Manor General Education Trust	670	-	134	536
The Hedley Roberts Trust	2,517	-	503	2,014
The Stable Block Conversion Fund	175,944	-	8,378	167,566
The Garden Restoration Fund	6,944	10,073	13,303	3,714
Independent Living Skills Area Fund	70,001	-	3,333	66,668
Laundry Area Renovation Fund	1,000	-	48	952
Minibus fund	-	25,000	5,000	20,000
	261,488	35,073	31,582	264,979

Friends of Boveridge House

The donation was made to assist the Trust with the purchase of fixtures and fittings during the takeover of Boveridge House School from its previous owner.

Oliver Ford Trust

The grant was made specifically for the purchase of computer equipment for use by the children.

Southover Manor General Education Trust

The grant was made with the intention that the money was to be used for the specific purchase of fixtures and fittings for the Charity.

The Hedley Roberts Trust

The donation was made to assist the Trust with the costs of renewing the kitchen facility at the School.

The Stable Block Conversion Fund

Various grants were made to help fund the conversion of the stable block into classrooms.

The Garden Restoration Fund

Various grants and donations have been made specifically to restore the grounds and gardens of Boveridge House.

BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2008

10. RESTRICTED FUNDS - continued

Independent Living Skills Area Fund

The grants were made to help fund the conversion of a stable block into an independent living skills area.

Laundry Area Renovation Fund

A grant was made to assist the Trust with its future plans to renovate the School's laundry area.

Minibus Fund

Two grants were made specifically for the purchase of two minibuses.

Restricted funds are being released to the general reserve fund over a period equivalent to the estimated useful life of the purchased assets except those restricted funds used to purchase non-capital items.

11. UNRESTRICTED FUNDS

	General reserve £	Designated funds £	Total £
Balance at 1 September 2007	439,918	40,000	479,918
Surplus for the year	114,133	-	114,403
Transfers between funds	(180,000)	180,000	-
Balance at 31 August 2008	<u>374,051</u>	<u>220,000</u>	<u>594,051</u>

The designated funds represent amounts committed by the trustees to specific development projects that include the horticultural facility, tennis court and main house refurbishment.

12. STATUS

The company is a registered charity limited by guarantee. The liability of members in the event of a winding up is limited by guarantee to an amount not exceeding £1 per member. At the balance sheet date there were two members.

13. PENSION COMMITMENTS

The teaching staff have the option to be members of a defined benefit pension scheme operated by the Teachers' Pension Agency.

The total pension cost for the Charity was £14,267 (2007 - £11,218) and there were no outstanding contributions at the balance sheet date.

Teachers' Superannuation Scheme

The School participates in a multi employer defined benefits pension scheme, the Teachers' Pension Scheme (England and Wales) ("the scheme"), for the teaching staff. As a result it is not possible or appropriate to identify the assets and liabilities of the scheme which are attributable to Schools.

The last report by the Government Actuary covered the period 1 April 2001 to 31 March 2004. The valuation statement as at 31 March 2004 made in November 2007 revealed that the total liabilities of the scheme (the estimated cost of past and future service benefits of existing members) amounted to £166,500 million. The scheme assets at 31 March 2004 amounted to £163,240 million.

The actuarial review assumed that the real rate of return on the notional investment is 3.5% in excess of price increases and 2% in excess of general earnings increases, therefore assuming a rate of real earnings growth of 1.5%. The assumed long term gross rate of return is 6.5%.

During the year the contribution rate was 20.5%. 6.4% paid by the teachers and 14.1% borne by the School.

**BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2008**

13. PENSION COMMITMENTS continued

During the year the Charity made contributions of £14,267 (2007 - £11,218) to the scheme. The Charity's contributions represent a minor proportion of the payments into the scheme.

14. LEASING COMMITMENTS

At 31 August 2008 the Charity had an annual commitment of £69,814 under a non-cancellable operating lease in respect of land and buildings expiring after five years.

BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE

DETAILED INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 August 2008

	<u>2008</u>		<u>2007</u>	
	£	£	£	£
Income:				
Fees	1,234,132		1,033,317	
Restricted donations	<u>35,073</u>		<u>11,126</u>	
		1,269,205		1,044,443
Other income:				
Deposit account interest		<u>25,706</u>		<u>19,027</u>
Total incoming resources		<u>1,294,911</u>		<u>1,063,470</u>
Expenditure:				
Teaching costs				
Gross salaries	325,807		318,630	
Employer's NI	28,045		28,038	
Pension contributions	14,267		11,218	
Education resources	11,418		14,241	
Outsourcing	2,882		1,153	
Training expenses	10,496		6,799	
Travel expenses	1,767		1,813	
Weekend costings	2,005		1,165	
Depreciation	<u>27,044</u>		<u>22,536</u>	
		423,731		405,593
Welfare				
Gross salaries	218,530		212,630	
Employer's NI	16,179		15,385	
Provisions	32,190		27,466	
Care resourcing	10,404		3,993	
Kitchen equipment and repairs	131		2,748	
Depreciation	<u>10,765</u>		<u>8,043</u>	
		288,199		270,265
Premises				
Gross salaries	142,327		74,557	
Employer's NI	10,992		6,027	
Water rates, light and heat	37,887		26,589	
Repairs and maintenance	90,237		42,349	
Gardening expenses	20,307		61,370	
Rent	87,898		75,044	
Insurance	31,313		36,125	
Depreciation	<u>5,938</u>		<u>6,042</u>	
		<u>426,899</u>		<u>328,103</u>
Carried forward		1,138,829		1,003,961

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BOVERIDGE HOUSE SCHOOL TRUST
A COMPANY LIMITED BY GUARANTEE

DETAILED INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 August 2008

	<u>2008</u>		<u>2007</u>	
	£	£	£	£
Brought forward		1,138,829		1,003,961
Administration				
Telephone	2,795		4,508	
Minibus expenses	11,226		6,580	
Printing, postage and stationery	7,078		4,466	
Marketing and advertising	810		1,743	
General expenses	5,773		1,632	
Auditors' remuneration	2,530		2,468	
Accountancy	6,295		7,917	
Professional and fundraising fees	79		7,589	
Depreciation	<u>752</u>		<u>941</u>	
		37,338		37,844
Other expenditure				
Bank charges		<u>1,120</u>		<u>1,218</u>
Total resources expended		<u><u>1,177,287</u></u>		<u><u>1,043,023</u></u>
Net incoming resources		<u><u>117,624</u></u>		<u><u>20,447</u></u>

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