

ACADEMIE AQUITAINE COMMUNITY INTEREST COMPANY
(A COMPANY LIMITED BY GUARANTEE)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST AUGUST 2013

Company number - 06842455



ACADEMIE AQUITAINE COMMUNITY INTEREST COMPANY
DIRECTORS REPORT

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The directors present their report and accounts for the period ended 31st August 2013

PRINCIPAL ACTIVITY

The company's principal activity during the year was the delivery of the Bristol-Bordeaux student exchange scheme and other language projects for schools

DIRECTORS AND THEIR INTERESTS

The directors who served during the year were

D Richards

SPECIAL PROVISIONS RELATING TO SMALL COMPANIES

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006

Signed on behalf of the board of directors



D Richards
Director

14th March 2014

Old Terminal Building
Bristol International Airport
Bristol
BS48 3DY

ACADEMIE AQUITAINE COMMUNITY INTEREST COMPANY
 PROFIT AND LOSS ACCOUNT
 for the period ended 31st August 2013

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| | Note | 2013 £ | 2012 £ |
|---|------|-----------|-----------|
| Turnover | 2 | 126107 | 132212 |
| Administrative expenses | | 121893 | 122752 |
| PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION | 3 | 4214 | 9460 |
| Tax on profit on ordinary activities | | 0 | 0 |
| PROFIT FOR THE FINANCIAL YEAR AFTER TAXATION | | 4214 | 9460 |
| Deficit at 1st September 2012 | | -3249 | -12709 |
| Profit for the financial year after taxation | | 4214 | 9460 |
| Retained profit at 31st August 2013 | | 965 | -3249 |

ACADEMIE AQUITAINE COMMUNITY INTEREST COMPANY
BALANCE SHEET
at 31st August 2013

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| | Note | 2013 £ | 2012 £ |
|--|------|-------------|--------------|
| FIXED ASSETS | | | |
| Tangible assets | 4 | <u>67</u> | <u>134</u> |
| CURRENT ASSETS | | | |
| Trade debtors | | 2941 | 0 |
| Cash in hand and at bank | | <u>4359</u> | <u>3640</u> |
| | | 7300 | 3640 |
| CREDITORS amounts falling due within one year | 5 | <u>6402</u> | <u>7023</u> |
| NET CURRENT ASSETS | | <u>898</u> | <u>-3383</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>965</u> | <u>-3249</u> |
| NET ASSETS | | <u>965</u> | <u>-3249</u> |
| CAPITAL AND RESERVES | | | |
| Profit and loss account | | 965 | -3249 |
| STAKEHOLDERS FUNDS | 6 | <u>965</u> | <u>-3249</u> |

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

For the period ended 31 August 2013 the company was entitled to exemption from audit under section 477 Companies Act 2006 and no notice has been deposited under section 476

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s 386 and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the period and of its profit or loss for the period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Signed on behalf of the board of directors



D Richards
Director

14th March 2014

1 ACCOUNTING POLICIES

a) Accounting convention

The accounts are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

b) Fixed assets

All fixed assets are initially recorded at cost

c) Depreciation

Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost or valuation, less estimated residual value, of each asset evenly over its expected useful life, as follows

Equipment - over 4 years

d) Foreign currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are retranslated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

2 TURNOVER

Turnover, which is stated net of value added tax, represents work done for third parties. All turnover is attributable to the UK market.

3 PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION

This is stated after charging

| | 2013 | 2012 |
|-------------------------|-------|-------|
| | £ | £ |
| Depreciation | 67 | 67 |
| Directors' remuneration | 26000 | 34725 |

4 TANGIBLE FIXED ASSETS

| | Office Equipment |
|--------------------------|---------------------|
| | £ |
| Cost or valuation | |
| At 31 August 2012 | 267 |
| Additions | 0 |
| At 31 August 2013 | <u>267</u> |
| Depreciation | |
| At 31 August 2012 | 133 |
| Provided during the year | 67 |
| At 31 August 2013 | <u>200</u> |
| Net book value | |
| At 31 August 2013 | <u>67</u> |
| At 31 August 2012 | <u>134</u> |

ACADEMIE AQUITAINE COMMUNITY INTEREST COMPANY
NOTES TO THE ACCOUNTS
at 31st August 2013

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| | | | |
|---|--|-------------|--------------|
| 5 | CREDITORS amounts falling due within one year | 2013 | 2012 |
| | | £ | £ |
| | Trade Creditors | 2549 | 705 |
| | Loan from Director | 0 | 1504 |
| | Amount due to related company | 1271 | 0 |
| | Other tax & social security | 1224 | 3197 |
| | Accruals | 1358 | 1617 |
| | | <u>6402</u> | <u>7023</u> |
| 6 | STAKEHOLDERS FUNDS | | |
| | Reconciliation of movements on stakeholders' funds | 2013 | 2012 |
| | | £ | £ |
| | Profit for the financial year after taxation | 4214 | 9460 |
| | Net additions to shareholders funds | <u>4214</u> | <u>9460</u> |
| | Opening stakeholders funds at 1st September 2012 | -3249 | -12709 |
| | Closing stakeholders funds at 31st August 2013 | <u>965</u> | <u>-3249</u> |

ACADEMIE AQUITAINE COMMUNITY INTEREST COMPANY
 PROFIT AND LOSS ACCOUNT
 FOR THE YEAR ENDED 31ST AUGUST 2013

| | 2013 £ | 2013 £ | 2012 £ | 2012 £ |
|---------------------------|-----------|-----------|-----------|-----------|
| INCOME | | 126107 | | 132212 |
| EXPENSES | | | | |
| Employee Costs | 28815 | | 38816 | |
| Project Costs | 81215 | | 71096 | |
| Motor | 2154 | | 3157 | |
| Travel & Subsistence | 1763 | | 2677 | |
| Training | 0 | | 710 | |
| Post, Print & Stationery | 517 | | 892 | |
| Telephone/Internet | 1560 | | 1243 | |
| Insurance | 1113 | | 1733 | |
| Computer | 204 | | 0 | |
| Bank Charges & Interest | 98 | | 126 | |
| Bookkeeping | 1172 | | 645 | |
| Accountancy | 1525 | | 1271 | |
| Entertaining | 662 | | 146 | |
| Depreciation | 67 | | 67 | |
| Exchange Loss | 598 | | 10 | |
| Sundry Expenses | 430 | | 163 | |
| | | 121893 | | 122752 |
| NET PROFIT for the period | | 4214 | | 9460 |

CIC**34**

Community Interest Company Report

For official use
(Please leave
blank)

| |
|--|
| |
|--|

*Please complete
in typescript, or
in bold black
capitals*

**Company Name
in full**

| |
|------------------------|
| Académie Aquitaine CIC |
|------------------------|

Company Number

| |
|---------|
| 6842455 |
|---------|

Year Ending

| |
|-------------|
| August 2013 |
|-------------|

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community, or section of the community, which the company is intended to serve.

See attached overview of projects and annual report for the Bristol Bordeaux Student Exchange

(If applicable, please just state "A social audit report covering these points is attached")

(Please continue on separate continuation sheet if necessary)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are, how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear

See attached for partner organisations and schools and partners for the exchange
Feedback collated to inform and plan year on year.

(If applicable, please just state "A social audit report covering these points is attached")

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes) If no remuneration was received you must state that "no remuneration was received" below

The accounts show director's remuneration of £26,000 for the year ended August 2013

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below

N/A

(Please continue on separate continuation sheet if necessary)

(N.B. Please enclose a cheque for £15 payable to Companies House)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed

D. Richards

Date

11.05.14

Office held (tick as appropriate) ☒ Director
☐ Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

STUDENT EXCHANGE OFFICE OF
TERMINAL BUILDING
BRISTOL AIRPORT BS48 3DY

Telephone
01275475452

DX Number

DX Exchange

When you have completed and signed the form, please send it to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG



Académie Aquitaine CIC

Overview of Projects from September 2012 to August 2013

| Project | Dates | Partner Organisation(s) | Funding | Who benefited? | Notes |
|--|--|--|---|--|--|
| Bristol-Bordeaux Student Exchange | Back to back summer exchange | Association Bordeaux Bristol Supported by Child Safe International Académie Aquitaine CIC the external Service Provider to schools across the area, endorsed by Bristol City Council | Individual families cover the cost of the exchange Bursaries are available from the Bristol Bordeaux Association - 4 were given for 2013 The ABB supported with £7,200 towards salary costs and 20€ per pupil | 136 young people (ages 12-18) and their families from 26 schools across the area | Full report available Numbers for 2014 exchange are currently 106 |
| Bristol Grammar School and St Genes Exchange | Receive 31 st to January to 7 th February Go 26 th March to 2 nd April | Bristol Grammar School and St Genes School | Individual families cover the cost of the exchange | 31 pupils form seconde St Genes at 22 BGS pupils | Very successful and will be repeated next year but organized by the schools themselves |
| Study visit to Bordeaux | 10 th to 17 th February | Alliance Française, Bordeaux | Individual families cover the cost | 10 young people from local schools | Similar visits planned for next |

| | | | | | |
|---|---|---|---|--|--|
| Study visit to Bordeaux | 6 th to 13 th April | Alliance Française, Bordeaux | Individual families cover the cost | 3 young people from local schools | Similar visits planned for next |
| Green Language Project at Goblin Combe Environment Centre | 21 st to 25 th April 2013 | Collège Georges Lapiere, Lormont Fairfield High School, Bristol | Families on French side Fairfield High School and Bristol Bordeaux Association and families on Bristol side | 15 French pupils 16 Bristol pupils and 2 teachers from each side | School partnership has now been endorsed by the Ministère de l'Education Nationale de la Jeunesse et de la Vie Associative and the Rectorat in Bordeaux Similar trip planned for next year |
| Tennis and English Programme of English classes and tennis lessons and mixing with young people from David Lloyd Leisure Centre | 30 th June to 13 th July | Tennis Club Arcachon | French families | 22 pupils and 1 teacher | Dates planned to repeat in summer 2014 |

NOTE Bristol Airport (overseen by Jacqui Mills) provides an office base and support as well as on-the-ground assistance at the terminal and sponsorship of £3,000 which facilitates the delivery of all the above projects



REPORT ON THE BRISTOL - BORDEAUX STUDENT EXCHANGE 2013

Background

The exchange scheme, which has been running for 66 years, is a service to young people and their families enabling them to be paired with a young person in Bordeaux and the Aquitaine region and to take part in a traditional exchange scheme based on reciprocal hosting

It is offered to schools in the four unitary authorities through Departments of Modern Languages. Currently, there are 26 schools who are engaged with the scheme

Students and their families are very carefully matched and the aim is that participants will make a friendship and learn from each other by remaining in contact throughout the exchange period and beyond. The students share their day to day lives including going to school where the dates overlap with term time

This year was a 10 day summer/summer exchange

It has been the beginning of many lasting friendships between the people of the two cities. The exchange has always been at the heart of the work carried out by the Association Bordeaux Bristol (ABB) in Bordeaux

The exchange is supported by a Safety Management Plan, Child Protection Policy and a full risk assessment. The participating schools sign up to a Service Level Agreement with Académie Aquitaine CIC

1. Dates and applications

The 2013 exchange took place on a Summer / Summer basis with arrivals and departures staggered over 3 days to each leg

The price was set at £385 for all families to include return flight from Bristol to Bordeaux, travel insurance, the services of the accompanying staff, administration, preparation and support from the Student Exchange Office

2. Promotion and publicity

The exchange was promoted during the summer and autumn terms by

- Mailings sent to schools in the area
- The exchange website
- Meetings held at schools for parents
- A presentation given in assembly
- A presentation given to teaching groups
- Emails sent to the named person in the Department of Modern Languages
- The Association of Language Learning e newsletter
- Students from 2012 talking in assemblies at school
- School newsletters and websites
- A dvd film presentation produced by students from Redland Green School who took part in 2010
- Mailings sent to families who participated in the 2012 exchange

In total 136 families signed up for the scheme from a total of 25 schools (see list)

3. Pairings

The pairings took place in late November in the Bordeaux office and all follow-up paperwork was sent out to both schools and families in December. The quality of the pairings remains a strong factor in the success of the programme.

There were more than 350 applicants on the Bordeaux side, so many of the French young people were unable to take part.

4. Preparation

The pre-exchange briefing meetings were held in April in the Media Centre of Bristol Airport. It was necessary to hold three meetings to accommodate all of the families.

The aim of the meetings was to prepare families for both legs of the exchange and is an integral part of participation in the exchange

The attendance was high at over 95% Families were issued with a handbook containing essential information, travel schedules, guidelines for hosting, being a guest in France, a Travel Safe booklet and a Mon Echange Scolaire guide

Where possible the accompanying teachers attended the meetings along with volunteer helpers

Students were also offered workshops run by the Alliance Française Bristol to help prepare for the exchange The Alliance Française was represented at each of the meetings (Martine Collet, Stephanie Lalarge or Martine Annandale)

5. Travel arrangements

Students travelled on a direct flight from Bristol to Bordeaux with EasyJet

Support was also given by Bristol Airport in the form of parking passes, help from the ground staff and a designated meeting point for the participants

Airport staff was thanked for their on ground support

6. Accompanying Staff

A reception was held on July 24th at the City Hall with a formal welcome from the Lord Mayor of Bristol This was well attended by families> all of the French accompanying staff also attended

Summer in Bordeaux

Françoise Tidball (retired from UWE)

Elizabeth Bell (Strode College)

Elizabeth Vance (BGS)

Christine Locock (Redmaid's School)

Claire Kennett (RHS Bath)

David Stewart (Cotham School)

Eleanor Dand (retired from Clifton High School)

7. Organised activities

The participants and staff in France took part in a reception at the Mairie in Bordeaux. There was also a cinema session.

A reception and a cinema session were also organised in Bayonne for the families living in Pyrénées Atlantiques or on holiday there.

In Bristol, staff and students were offered a cinema session at Watershed Media Centre.

The families and students worked really hard to give the French exchange students a positive experience.

8. Participation by students and schools

A total of 136 students took part in the exchange from 25 schools in the area. This compares with 96 students in 2002, 84 in 2003, 110 in 2004, 82 in 2005, 84 in 2006, 128 in 2007, 56 in 2009, 165 in 2010 and 170 in 2011 and 126 in 2012.

The final page gives a summary of the schools for 2013.

9. Sponsorship and bursaries

Bristol Airport continues to provide annual sponsorship of £3,000 and also provides an exchange office and support and the use of their media centre for information evenings and briefing meetings as well as the parking vouchers and the 'on the ground' arrangements for departures and arrivals.

This help is invaluable to the continuation of the scheme.

Three students received bursaries from the Bristol-Bordeaux Association covering more than 50% of the cost of their exchange.

10. Volunteer / work experience/ office support

Isobel Clark, Debbie Jeanes, Françoise Tidball, have given their time to help with the briefing meetings in Bristol.

Francoise Tidball has also helped regularly in the office.

Margaux Brown from the International School of Provence did a work placement in July for 3 weeks as part of her Community Action Service (CAS) for her international baccalaureate qualification

11. Association Bordeaux-Bristol in Bordeaux

The pairings were carried out in Bordeaux again this year in November. The ABB now has administrative support for the exchange. They have help from a number of volunteers. Arlette Izac, Présidente de l'Association Bordeaux-Bristol has retired.

Valérie Bonnet has now taken over as president of the Association and the details of other new appointments and roles will be communicated in due course.

Key decisions for the exchange will be made during shared meetings between the Association Bordeaux Bristol and Académie Aquitaine CIC and both organisations are committed to the smooth running of the exchange over, to being procedurally sound and to streamlining the administration.

The longer term sustainability of the exchange model will need to be reviewed on an annual basis.

12. Evaluation

Families were invited to give their views on the exchange through an end-of-exchange evaluation questionnaire.

Students completed an evaluation form on the plane on the way home.

A few of the pairings were less successful but feedback was extremely positive for both legs of the exchange.

A summary of the feedback will be used to update and inform procedures for next year.

The testimonials on the website from the students and parents have also been updated using the feedback from 2013.

All incidents are recorded and reviewed with the association and as part of the annual review of policy and procedure with Chris Gould of Child Safe.

13. Educational outcomes, outcomes for the participants

As well as the obvious linguistic benefits, the exchange also widens horizons, encourages a deeper understanding of cultural similarities and differences as well as developing independence, empathy and personal confidence

The exchange benefits exam performance at both GCSE and AS/A2
Students will often choose to continue with their French studies after Year 13 and remain in contact with their exchange partner for many years

These are some key areas identified by students and parents

- An exchange gives first hand experience of another culture and the opportunity to develop language skills in a real context
- Students grow in confidence, independence and develop greater inter-cultural understanding
- An exchange is an opportunity for active learning and raises both exam performance and the likelihood of continuing to study a language
- Young people learn a lot from showing a visitor their own city or area
- An exchange widens students' horizons
- The exchange provides the opportunity for international friendship and for relationships that may last for many years

An exchange also supports the aims of Every Child Matters

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well-being

The provision of the exchange clearly continues to be valued by families and schools on both sides of the channel

14. Beyond 2013

Académie Aquitaine CIC has now completed its fourth year for delivering the exchange and other educational visits and exchanges for young people

There has been partnership working with Child Safe International in order to develop procedures that ensure that trips are delivered in safe, supported environments

The exchange scheme has a Service Level Agreement in place which clarifies the working relationship that the scheme has with the schools who wish to offer the scheme to their students. There is a designated person in each department who is the link, coordinating the communications with the languages faculty/department and parents. This is essential for promoting the exchange and also monitoring pupils during the year and preparing them for participation in the exchange.

The exchange and other trips will continue to enable young people from Bristol and the surrounding area to prepare for global citizenship and develop their intercultural understanding, language skills and personal autonomy.

Many thanks to all have supported the scheme this year particularly Bristol Airport, all of the schools, the Bristol Bordeaux Association, Child Safe International, the accompanying staff, volunteer helpers and finally the young people and their families who have engaged with this opportunity.

Dates have been set and the exchange is being promoted for 2014

15. Bursary Award for DVD

Académie Aquitaine CIC was successful in securing funding from the Bristol Bordeaux Association for a DVD to be made about the exchange. This was released in September 'Calling the Shots', who worked closely with exchange participants and staff to film material to be used in the production of the DVD.

Schools have been sent copies of the dvd and it is downloadable from the website via YouTube.

Debbie Richards

Director Académie Aquitaine CIC

November 2013

BRISTOL BORDEAUX 2013

| School | |
|---|----|
| Ansford | 5 |
| Ashton Park | 6 |
| Backwell School | 5 |
| Badminton School | 4 |
| Bristol Cathedral Choir School | 8 |
| Bruton | 1 |
| Clifton College | 5 |
| Clifton High School | 4 |
| Colston's Collegiate | 3 |
| Cotham School | 33 |
| Fairfield High School | 1 |
| Gordano | 1 |
| King Edward's School | 5 |
| Norton Hill School | 2 |
| Oldfield School | 1 |
| Ralph Allen School | 5 |
| Redland Green School | 13 |
| St Bede's Catholic College | 5 |
| St Katherine's School | 5 |
| St Mary Redcliffe & Temple | 3 |
| Strode College | 2 |
| The Red Maids' School | 4 |
| The Royal High Senior School & Sixth Form College | 4 |
| WIA | 2 |
| Worle Community School | 5 |