ST MARY'S SCHOOL, MELROSE

A Charitable Company Limited by Guarantee

FINANCIAL STATEMENTS

For the year ended 31st July 2006

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FINANCIAL STATEMENTS for the year ended 31st July, 2006

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FINANCIAL STATEMENTS for the year ended 31st July, 2006

Company Registration Number

SC 23577

Recognised Charity Number

SC 009352

Registered Office

Abbey Park, Melrose, Roxburghshire, TD6 9LN

Governors

GTG Baird (Chairman)

The Right Hon Lord Abernethy (Vice chairman)

LAC Ashby
D Sturrock
I Wilson
GN Farr
D Younger
J M Bruce
J P H S Scott

C D Grant (appointed 13 March 2006) E L Wood (appointed 13 March 2006)

Secretary

E Swinton (appointed 7 August 2006)

Auditors

Douglas Home & Co,

Registered Auditors and Chartered Accountants,

47-49, The Square,

Kelso,

Roxburghshire, TD5 7HW

Bankers

The Royal Bank of Scotland,

High Street, Melrose, Roxburghshire, TD6 9PF

REPORT OF THE GOVERNORS

The Governors, who are also the Company Directors and the Charity Trustees, submit their report, together with financial statements, for the year ended 31st July, 2006

St Mary's School, Melrose is a charitable company founded in 1945 with the liability of its members limited to £1 each by guarantee

STRUCTURE, GOVERNANCE & MANAGEMENT

Governing Document

The school is governed by its Memorandum and Articles of Association, last amended 2005

Governing Body

The Board of Governors determine the general policy of the School The day to day management of the School is delegated to the Headmaster and the School Treasurer The membership of the Board during the year is set out below All Governors served throughout the year except as stated below

D Younger, J Scott and Mrs J Bruce retire by rotation at the A G M and, being eligible, offer themselves for re election E L Wood and C Grant who were appointed since the last AGM offer themselves for re election

G T G Baird I Wilson C Grant (appointed 13 03 06)
The Right Hon Lord Abernethy L A C Ashby G N Farr

The Right Hon Lord Abernethy L A C Ashby G N Farr D Younger D Sturrock J Scott

J Bruce E L Wood (appointed 13 03 06) V Dobie (resigned 31 08 05)

The company has no share capital and therefore no Governor holds any shares but each, as a member, has guaranteed to pay a sum of £1 if called upon Governors are elected in accordance with the terms set out in the Articles of Association Governors are elected for a three year term for a maximum of twenty years

Governor's Responsibilities for the Financial Statements

Company law requires the Governors to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charitable company during the year and of the financial position at the end of the year. In preparing those financial statements, the Governors should follow best practice and

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 accounts,

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

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

Fixed Assets

The Governors are of the opinion that, in aggregate, the market value of land and building is no less than the book value of the assets

Risk Management

The Board continues to keep the School's activities under review, particularly with regard to any major risks that may arise from time to time, and to monitor steps which can be taken by which those risks already identified by the Govenors can best be mitigated

REPORT OF THE GOVERNORS (continued)

OBJECTS, AIMS, OBJECTIVES & PRINCIPAL ACTIVITIES

Object

In accordance with the Charitable Company's Memorandum and Articles of Association, the object of the School is the advancement of education

Principal Activity

The company operates an independent preparatory school

FINANCIAL REVIEW & RESULTS

Review of Activities and Financial Position

A surplus of £157,220 was achieved and transferred to relevant funds. This is an exceptional result arising from growth in pupil numbers and future staff costs will reflect the increased staff levels required as a result of this growth. Class and boarding fees amounted to £1,187,713 after discounts of £96,866 (2005 £993,569 after discounts of £79,040)

During Summer 2005 much upgrading and refurbishment work took place as follows

•	Conversion of computer room into additional girls changing facilities	£9,043
•	Exterior woodwork repairs and repainting of main school extension	£15,205
•	Refurbishment of Headmaster's House	£11,227
•	Various new floor coverings within main school	£4,352
•	Internal paintwork within main school	£3,680
•	Reception Class damp proofing	£2,098
Oth	ner major costs incurred during the financial year included	
•	Provision of laptop computers and printers	£18,972
•	New lights in Morrison Hail	£5,092
•	New kitchen steam oven	£5,913
•	New gang mowers and tractor	£8,212
	Replacement of groundsman's shed	£5,875
•	Marquee for prizegiving	£3,017
	Initial cost of new website	£2,937
•	Architects' fees and planning fees for new build	£7,135

The above expenditure has represented a substantial outlay for the school, made possible by a larger than expected increase in pupil numbers

Summer 2006 has also seen a number of projects being undertaken as follows

- Refurbishment/redecoration of Housemaster's House and Stables Cottage Flat for incoming new staff
- Repairs and repainting of windows and external woodwork to Pre Prep and Kindergarten areas followed by repainting
- New hut for storage of sports equipment
- · Refurbishment of girls' showers and bathrooms within main school
- Computer networking
- Replacement carpets in Kindergarten and Pre Prep
- Repainting of Veranda and Morrison Hall
- Completion of new website

All of this work is expected to cost around £65,000

During the year an inspection by the Care Commission and Her Majesty's Inspectorate of Education resulted in the school achieving the highest category score possible in each of the Quality Indicators being measured

Academically, six scholarships were gained, with Alice Stevenson being awarded the top academic scholarship to Fettes College

REPORT OF THE GOVERNORS (continued)

In sport, all our rugby, cricket, hockey, netball and rounders teams did well. Two pupils were selected to represent the East of Scotland prep schools rugby team with ten girls being selected to represent the East of Scotland in hockey, netball or rounders. In athletics, Emily Douglas won the IAPS under 14 girls cross country championship and 4 golds, 4 silver and 9 bronze medals were gained at the IAPS championships.

This year's music and drama productions of Arthur of Camelot and the Snow Queen were thoroughly enjoyed by both participants and audiences alike

In literature, Katherine Farr won first prize in the prep schools creative writing competition with Annabelle Barkworth winning the St Paul's International prize for literature

Summer 2006 has seen the retiral of 3 members of staff and we are sure that their replacements will quickly settle and integrate into their roles within the school

Pupil numbers within the main school continue to grow, hence the need for additional classroom space via the new build, and we remain well placed to face the future

Reserves Policy

The School continues to meet its day to day working capital requirements by means of a bank overdraft facility, and growth in the School is now producing a surplus on general fund, which is helping to achieve the objective of reducing the bank overdraft and build reserves to a level appropriate to meet current needs for the efficient financial management of the Schools activities, as well as funding ongoing capital improvement

FUTURE PLANS

During the coming year our major task will involve working towards replacement of our science and art block. This will represent a substantial commitment for the school and an appeal will be launched to assist fund the project. Various options for the new build are currently being considered and our aim is to have the project underway next summer. The use of temporary accommodation may be required during completion.

Exceptional years of surplus such as we have experienced during the financial year to 31 July 2006 are regarded as fundamental to the school in order to allow the improvement of pupil facilities by progressing capital projects such as the above

AUDITORS

Statement as to Disclosure of Information to Auditors

So far as the Governors 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 Governor has taken all steps that he or she ought to have taken as a Governor in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information

Auditors

Douglas Home & Co offer themselves for re appointment as auditors in accordance with Section 385 of the Companies Act 1985

Small Company Exemptions

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies

BY ORDER OF THE BOARD

Secretary

re Sunte 24/10/01

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REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF

ST. MARY'S SCHOOL, MELROSE

We have audited the financial statements of St Mary's School (Melrose) Limited for the year ended 31st July 2006 on pages 5 to 13. These financial statements have been prepared in accordance with the Statement of Recommended Practice Accounting by Charities issued March 2005, under the historical cost convention and the accounting policies set out on pages 7 and 8.

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 Governors and Auditors

As described on page 1 the company's Governors, who also act as Trustees for the company's charitable activities, are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards

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 Governors is not consistent with the financial statements, if the charitable company 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 Governors renumeration and transactions with the company is not disclosed

We read the Report of the Governors and consider the implications for our report if we become aware of any apparent mis statements within it

Basis of 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 Governors 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 mis statement, 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 of the state of the charitable company's affairs at 31st July 2006 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985

In our opinion the information given in the report of the Governors is consistent with the financial statements

Douglas Home & Co,

Registered Auditors and Chartered Accountants,
47-49, The Square,
Kelso,
Roxburghshire,
TD5 7HW
30 October 2006

STATEMENT OF FINANCIAL ACTIVITIES (incorporating the Income and Expenditure Account) For the year ended 31st July, 2006

		Unrestricted Fund	Restricted Funds	Total 2006	Total 2005
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming Resources from Charitable Activities					
School Fees receivable (after discounts of £96,866)		1,187,713		1,187,713	993,569
Kındergarten Fees		84,662		84,662	77,017
Registration Fees		700		700	1200
Sundry Receipts		7,211		7,211	7501
Incoming Resources from Generated Funds					
Grants & Donations		6,150	4,437	10,587	13,278
Activities for generating funds					
Fundraising					693
Investment Income			4,079	4,079	49
Other Incoming Resources		12		12	3,547
Total Incoming Resources		1,286,448	8,516	1,294,964	1,096,854
RESOURCES EXPENDED					
Charitable Activities					
School Operating Costs		1,121,982	5,672	1,127,654	1,014,564
Costs of Generating Funds					
School Financing Costs		4,341	13	4,354	7,336
Governance Costs		5,736		5,736	6,150
Total Resources Expended	1	1,132,059	5,685	1,137,744	1,028,050
Net Incoming/(Outgoing) Resources before transfers		154,389	2,831	157,220	68,804
Transfers between Funds		(2,258)	2,258		
Net Incoming/(Outgoing) Resources		152,131	5,089	157,220	68,804
(Losses)/Gains on Investments			4,290	4,290	1,572
Net Movement in Funds		152,131	9,379	161,510	70,376
Fund Balances Brought Forward		875,596	47,756	923,352	852,976
Fund Balances Carried Forward	9	1,027,727	57,135	1,084,862	923,352

BALANCE SHEET At 31st July, 2006

At 31st July, 2006	Note	2006 £	2005 £
Fixed Assets			
Tangible Assets	4	983,798	978,443
Current Assets			
Stock Debtors Investments Cash at Bank	5 6	2,295 21,326 50,389 143,580	2,700 18,261 42,171 3,954
		217,590	67,086
Creditors: Amounts Falling Due Within One Year	7	(107,682)	(93,092)
Net Current Assets/(Liabilities)		109,908	(26,006)
Total Assets less Current Liabilities		1,093,706	952,437
Creditors: Amounts Falling Due After More than One Year	8	(8,844)	(29,085)
Total Net Assets		£1,084,862	£ 923,352
Reserves. Unrestricted Funds General Fund	9	1,027,727	875,596
Restricted Funds		1,027,727	013,330
Bursary and Prize Fund Centenary Debenture Sinking Fund	9	6,124	5,696 2,000
Development Campaign Fund Redevelopment Appeal Fund Designated Donations	9 9 9	992 49,009 1,010	992 38,845 223
		£1,084,862	£ 923,352

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies

The financial statements were approved by the Board of Governors on 24/10/04 and signed on its behalf by

Chairman forth Swind 24/10/06

The accompanying accounting policies and notes form an integral part of these financial statements

PRINCIPAL ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared under the historical cost convention as modified by the revaluation of heritable property and investments and in accordance with applicable accounting standards, and follow the recommendations in the Statement of Recommended Practice Accounting by Charities issued February 2005

The principal accounting policies are set out below. The policies have remained unchanged from the previous year

Fees and Meal Charges

Fees and meal charges are the total amount receivable by the company in respect of school fees and outlays and meal charges, and is inclusive of any VAT suffered on outlays. This is net of fee discounts granted which totalled £96,866 this year.

Depreciation

Depreciation is calculated to write down the cost or valuation of tangible fixed assets over their expected useful lives. The rates and methods generally applicable are

Improvements to Property5% straight lineFixtures and Fittings10% reducing balancePlant and Equipment25% straight lineMotor Vehicles25% straight line

The company adopts a policy to maintain its heritable properties to a high standard and the Governors are therefore of the opinion that useful economic lives and residual values are such that any depreciation would not be material

Stock

Stock is stated at the lower of cost and net realisable value

Contributions to Pension Funds

The pension costs charged against profits represent the amount of the contributions payable to the teachers superannuation scheme in respect of the accounting period

PRINCIPAL ACCOUNTING POLICIES (continued)

Leased Assets

Assets held under finance leases and hire purchase contracts are capitalised in the balance sheet and depreciated over their expected useful lives. The interest element of leasing payments represents a constant proportion of the capital balance outstanding and is charged to the profit and loss account over the period of the lease.

All other leases are regarded as operating leases and the payments made under them are charged to the profit and loss account on a straight line basis over the lease term

Investments

Following the publication of Statement of Recommended Practice "Accounting by Charities" investments are included at market value

Realised gains or losses arising from disposals of investments and unrealised gains and losses are added or deducted from the appropriate fund

Expenditure

Expenditure, which is charged on an accruals basis, is allocated between

expenditure incurred directly in the fulfilment of the charity's objectives (direct charitable),

expenditure incurred directly in the effort to raise voluntary contributions (fund raising and publicity), and

expenditure incurred in the management and administration of the charity

Fund Accounting

Restricted funds are to be used for specified purposes laid down by the donor Expenditure for those purposes is charged to the fund. Once the fund has been expensed on capital items a transfer is made to general fund.

Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objectives of the charity

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31st July, 2006

1 Resources Expended

The movement in funds is stated after	2006 £	2005 £
Auditors' Remuneration Depreciation Owned Assets	3,236 37,095	2,750 30,659
Assets under Hire Purchase Obligations	10,130	8,548
Operating Lease Rentals	2,026	2,026
Resources Expended		
Staff Costs	801,196	734,288
Depreciation	47,229	39,207
Bank Interest	2,888	5,815
Other Resources expended	286,431	248,740
	£1,137,744	£1,028,050

The average number of employees during the year was 33 (2005 31)

Further details of resources expended are as follows

Charitable Activities School Operating Costs	2006 £	2005 £
Staff Costs Catering Books & Class Materials Rent, Rates & Insurance Light, Heat & Water Property Repairs	764,196 49,288 15,119 31,915 31,325 69,262	700,788 40,032 12,735 26,949 31,885 53,557
Other Depreciation	55,159 47,229	50,173 39,207
Support Costs Staff Costs Printing, Stationery & Telephone Marketing	34,500 19,511 10,150 £ 1,127,654	33,500 20,006 5,732 £ 1,014,564
Costs of Generating Funds School Financing Costs		
Bank Interest & Charges Bank Loan Interest Debentures Hire Purchase	1,389 1,499 100 1,366 £ 4,354	3,570 2,245 200 1,321 £ 7,336
Governance Costs Audit & Accountáncy Staff Costs	3,236 2,500 £ 5,736	3,650 2,500 £ 6,150

2 Governors' Remuneration

The Governors received no remuneration and no expenses were reimbursed during the year (2005 nil)

The School purchased insurance to indemnify the Governors which was included as part of the public liability premium

NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31st July, 2006

3 Taxation

The Company has been granted charitable status and is exempt from income tax by virtue of Section 505 of the Income and Corporation Taxes Act 1988, and from capital gains tax by virtue of the Capital Gains Tax Act 1979, Section 145

4. Fixed Assets

	Heritable Land and Buildings £	Fittings and Furniture £	Plant and Equipment £	Motor Vehicles £	Property Improvements £	Total £
Cost or Valuation At 1st August, 2005 Additions Disposals	687,635	140,741 24,062	79,638 28,876 (1,175)	40,521	190,555 234	1,139,090 53,172 (1,175)
At 31st July, 2006	687,635	164,803	107,339	40,521	190,789	1,191,087
Depreciation At 1st August, 2005 Charge for Year Disposals		60,807 10,406	56,676 17,410 (587)	13,929 10,130	29,235 9,283	160,647 47,229 (587)
At 31st July, 2006		71,213	73,499	24,059	38,518	207,289
Net Book Value At 31st July, 2006	687,635	93,590	33,840	16,462	152,271	983,798
At 31st July, 2005	687,635	79,934	22,962	26,592	161,320	978,443

The figures stated above for cost or valuation include a valuation as follows

Heritable Land and Buildings

	2006 £	2005 £
At Cost At 1991 Valuation	290,635 397,000	290,635 397,000
	£ 687,635	£ 687,635

The heritable land and buildings were valued on 31st July, 1991 by Lorne Brown Associates, Chartered Surveyors, on an open market basis. The charity adopted the transitional provisions of Financial Reporting Standard 15 and this valuation has not therefore been updated.

Included in the fixed assets above are assets held under hire purchase contracts as follows

			Deprec	
	Net Bool	k Value	Charge f	or Year
	2006	2005	2006	2005
	£	£	£	£
Class of Asset				
Motor Vehicles	16,462	26,592	10,130	8,548

NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31st July, 2006

5.	Debtors	2006 £	2005 £
	Trade Debtors Other Debtors	10,725	14,054 300
	Prepayments	10,601	3,907
		21,326	18,261
6.	Current Asset Investments		
	Investments form part of the Bursary and Prize Funds and Bursary	/ & Redevelopment Appeal Fui 2006 £	nd 2005 ₤
	Listed U K Investments		
	Market Value at 1st August, 2005 Disposals at Opening Market Value	42,171	3,553
	Purchases at cost	3,928	37,046
	Add net (Loss)/Gain on Revaluation at 31st July, 2006	4,290	1,572
		£ 50,389	£ 42,171

7. Creditors: Amounts Falling Due Within One Year

Historical Cost of Listed Investments at 31st July, 2006

Total Market Value at 31st July, 2006

Creditors: Amounts Falling Due Within One Year	2006 £	2005 £
Bank Loan	10,100	10,100
Bank Overdraft		34,733
Centenary Debentures		2,000
Hire Purchase Creditor	8,816	8,816
Other Taxes and Social Security	17,012	14,788
Accruals and Deferred Income	71,754	22,530
Loan Deposited Covenant		125
	£ 107,682	£ 93,092

£ 50,389

£ 43,983

42,171

£ 40,055

The bank loan and any overdraft is secured by a standard security over the school buildings and land and by a bond and floating charge over all of the company's assets. The H P creditor is secured on the assets to which it relates

8. Creditors: Amounts Falling Due After More than One Year

_	2006 £	2005 £
Bank Loan Debenture Loans	5,159	15,506 750
Hire Purchase	3,685	12,829
	£ 8,844	£ 29,085

The bank loan is repayable within five years

NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31st July, 2006

9. Funds

	Restricted					Unrestricted	
	Bursary and Prize	Development Campaign £	Centenary Debenture Sinking Fund £	Designated Donations £	Bursary & Redevelopment Appeal Fund £	General Fund £	Total £
At 1st August, 2004 Net Incoming/Outgoing Resources Unrealised (Losses)/Gai	n	992	2,000 (2,000)	223 787	38,845 6,302	875,596 152,131	923,352 159,220
on Investments	428				3,862		4,290
At 31st July, 2005	£ 6,124	£ 992	£	£ 1,010	£ 49,009	£ 1,027,727	£1,084,862

With the exception of the general fund, distributions from the above funds are restricted to specified purposes only

Unrealised gains of £168,817 (2005 £168,817) for tangible fixed assets are included in the General Fund above

The Bursary and Prize Fund represents cash & investments held, the income on which goes towards prizes during the academic year

The Development Campaign Fund was set up in 1995 to raise funds towards the provision of new and enhanced school facilities for the use of its pupils and the surrounding community. Distributions from this fund are restricted to projects within the School's Development Plan. This fund is almost fully expensed on capital expenditure, the year end balance represented by cash at bank.

Designated Donations are donations received for a specific purpose, either to meet revenue expenditure or provide fixed assets for use by the School These funds have largely been expensed on the items specified by the donor, and transferred to general funds where items are of a capital nature. The balance remaining is represented by cash at bank

The Bursary and Redevelopment Appeal was further promoted during the year to raise funds for sponsorship of pupils qualifying for support, the redevelopment works being complete. The balance on the fund at the year end comprises investments (£45,665) and cash at bank (£3,344)

10. Analysis of Net Assets Between Funds

	Tangible Fixed Assets £	Net Current Liabilities £	Long Term Liabilities £	Total £
Restricted Funds				
Bursary and Prize Fund		6,124		6,124
Development Campaign Fund		992		992
Centenary Debenture Sinking Fund				
Designated Donations		1,010		1,010
Redevelopment Appeal Fund		49,009		49,009
		57,135		57,135
Unrestricted Funds	983,798	52,773	(8,844)	1,027,727
	£ 983,798	109,908	£ (8,844)	£ 1,084,862

NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31st July, 2006

11. Pensions

The Charity participates in a multi employer defined benefits scheme, Scottish Teachers Superannuation Scheme, for its teaching staff. As a result it is not possible or appropriate to identify the assets and liabilities of the Scheme which are attributable to the Charity.

Staff contribute 6% of salary and the participating employer's contribution was 12 5%

The charge included in the financial statements amounts to £49,190, being the contributions payable by the School for the year (2005 £45,769)

12. Leasing Commitments

Annual payments under operating leases are due in respect of leases which expire

	2006 £	2005 £
Between two and five years Over five years	1,676 650	2,538
,	2,326	2,538

13 Transactions with Governors

Four Governors had children in attendance at the School during the year (2005 four Governors) All were charged at full rates

14 Financial Commitments

During the summer various repair work was being carried out to the school buildings. The total cost is estimated to be £58,000 £60,000