

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**CONTENTS**

	Page
<b>Reference and administrative details of the Charity, its trustees and advisers</b>	1 - 2
<b>Trustees' report</b>	3 - 9
<b>Trustees' responsibilities statement</b>	10
<b>Independent auditor's report</b>	11 - 13
<b>Statement of financial activities</b>	14
<b>Balance sheet</b>	15 - 16
<b>Statement of cash flows</b>	17
<b>Notes to the financial statements</b>	18 - 31

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**Trustees**

Sister Cecilia Jackson (deceased 21 December 2019)  
Sister Anne - Marie Marot  
Sister Helen Samuel  
Sister Margaret Evelyn Garman

**Board of Governors**

Mr Clive Hexton, Chairman  
Mrs Caroline Grinham, Vice Chairman  
Mr Nicholas Caddick  
Mrs Rosemary Chambers  
Mrs Jennifer Charles  
Mr Brendan Collins  
Mrs Kate Dobson  
Mr Paul Nolan (resigned 9 December 2020)  
Mrs Sheila Mansell  
Sister Cecilia Jackson (deceased 21 December 2019)  
Sister Helen Samuel  
Sister Margaret Evelyn Garman

**Company registered number**

3557232

**Charity registered number**

1071684

**Registered office**

Convent of Our Lady of Providence  
Anstey Manor  
Anstey Lane  
Alton  
Hampshire  
GU34 2NG

**Company secretary**

Sister Helen Samuel

**Headmaster**

Mr Graham Maher to 17 April 2020  
Mr Karl Guest from 20 April 2020

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**  
**(CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Independent auditor**

James Cowper Kreston  
Chartered Accountants and Statutory Auditor  
Reading Bridge House  
George Street  
Reading  
Berkshire  
RG1 8LS

**Bankers**

National Westminster Bank PLC  
39 High Street  
Alton  
Hampshire  
GU34 1BD

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

The Trustees present their annual report together with the audited financial statements of the Charity for the year 1 September 2019 to 31 August 2020. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective January 2015).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**SCHOOL ACHIEVEMENTS, ACTIVITIES AND PROGRESS**

The Charity continued to provide education to children aged 6 months to 18 from a wide range of social backgrounds from Alton and the surrounding towns and villages. The achievements listed below, coupled with a host of other successes in the year, are testimony to the Charity's ongoing commitment to nurture the spiritual, artistic, intellectual and sporting life of all pupils in our care – whatever their age.

**Nursery**

Our Alton School Nursery has continued to be very popular with local parents, it is regarded in the locality as being a high-quality nursery that provides excellent care and teaching and learning. The quality of care provided to the children in our care is outstanding. The Nursery is the beginning of schooling and care at Alton School.

The Pre-School class are regularly taught Spanish by the Prep School's Head of Spanish; this is a great success with the children! The older children also join the Reception class for music activities taught by the school's music department. In the summer the Nursery joins the Prep for a sports day run by the school's sports staff, this is a lovely, traditional event. The teaching in the top of the Nursery is closely linked to that of the Prep School and the children settle very quickly into the Reception class when they move up from the Nursery.

Our numbers remain good, with regular visits from prospective families.

**Academic**

The examination results for the summer of 2020 were excellent and the standard of teaching and learning continues to be of the highest calibre.

The Upper Sixth maintained the tradition of achieving outstanding exam results with 100% receiving top A\*- C grades over all 17 subjects. 100% were awarded A\* in their EPQ (Extended Project Qualifications). All students were accepted into their university of choice. For the first time we had a candidate studying a BTEC Diploma (the equivalent of 2 A-Levels), in which she was awarded D\*D\*.

At GCSE level the school also continued to excel with 100% pass rate over 17 subjects. 59% achieved grades 9-7 with 94% receiving grades 9-5. Our pupils achieved over 4 grades higher than similar students nationally (over their best 8 GCSEs) which is testament to the excellent teaching at the school. These impressive results reflect the school's drive for continual progress and academic excellence.

**ALTON AT HOME program**

The School provided first class digital teaching and learning to pupils from Reception to year 13 during the period of lockdown. Live lessons were delivered to the pre-lockdown timetable; with pupils participating in lessons via MS Teams. Minor adjustments were made to the length of lessons and some subjects were omitted to allow pupils the opportunity to reduce their screen-time.

**STEM**

Science lessons focus on links to STEM careers throughout the year and across all year groups. This enabled us to maintain the high profile of STEM despite many of our regular activities being curtailed by the lockdown. Year 8 pupils took part in an in-school competition to raise awareness of plastic pollution. This encouraged them to think creatively about how to reduce the use of plastics and how to communicate their ideas effectively.

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

One of our KS3 pupils was successful in the TeenTech Global Innovations competition and was invited to participate, via MSTEams in a nationwide forum where he discussed the development of his App to assist students with dyscalculia.

**Music**

Music permeates school life. We have an orchestra and choir in both our Prep and Senior schools, as well as more selective junior and senior chamber choirs and a number of instrumental ensembles. Individual tuition is offered covering the complete range of orchestral instruments as well as piano, percussion, guitar (electric and acoustic), recorder, voice and theory. There are a number of concerts and performances over the course of the year and pupils also participate in local and national music festivals and competitions. We were very proud of all of our pupils who passed music exams over this year.

**Art**

Art continues to thrive at the school. The Art Department is lively and creative and offers students the opportunity to learn in a broad range of media.

The Art Department worked as a team through the challenges which were hurled at us last year. During the Autumn Term we continued to teach the formal elements of the subject from year 7 all the way to the top. Our students made excellent progress with drawing, media and understanding of the principles of Art and Design. We prepared everyone for the Alton@home programme ensuring that all had the means to work on something productive while studying via Teams. Staff worked tirelessly, and the focus was on practices which encouraged stepping away from computer screens where possible and engaging in mindful, creative tasks. It was a huge challenge and at the end of the year, we were not where we expected to be, but many students produced excellent work with on-screen guidance from staff (quite a challenge!), and the benefits to all of spending time away from the computer, outside and busily involved in making art. We have all learned a great deal from the experience and were delighted with our GCSE and A level results which were as strong as ever.

During the Big Draw Festival in October, we adorned a tree in the Sue Kirkham foyer with hand-made leaves to celebrate Autumn colours and shapes. A very popular weaving club ran through the Autumn term, and our usual after school art clubs gave our Upper School students opportunities to use the facilities and to take advantage of staff expertise.

**Drama**

We run regular school productions for different age groups providing opportunities for pupils to be involved in all aspects of stagecraft, acting, improvisation, singing, dance, lighting, sound production, direction, set, makeup.

Recent productions include and an original pantomime that was a very popular multi-media presentation that combined ultra-modern features such as a dance battle with a traditional saloon bar fight! and Oliver! which featured children in both the Prep and the Senior School and saw extremely high-quality acting and music and a superb set built in school. Every autumn our Sixth Form students showcase their talents in a self-produced Revue they put on to raise money for their annual pilgrimage to Lourdes. The Prep and Nursery children all take part in various nativity productions and Year 6 always delight their parents and families with an excellent production to celebrate the end of their prep school years.

Our students who enter examinations at LAMDA do extremely well every year.

**Sport**

A positive sporting experience at school encourages a lifelong love for sport and exercise. It is extremely rewarding to see both Prep and Senior School pupils winning not just local fixtures but regional and national ISA competitions on a regular basis. The success of our sporting programme relies on the involvement of as many pupils as possible, not just the school's best athletes. Achieving high participation in both team and individual sports is essential for the wellbeing and health of all our pupils.

This year has been challenging for us all with all training and fixtures being suspended since March. Pupils have been motivated by Joe Wicks as well as being set personal fitness challenges. Luckily, just before school started back in September, governing bodies were given the green light to move forward in their planning allowing us to be able to continue to teach the core sports as normal within school. We are now looking forward to team

**THE ALTON CONVENT SCHOOL CHARITY**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

training resuming as soon as possible with hopefully fixtures at some point this academic year.

Pupils take part in our team sports throughout the school and represent the school if selected. For girls, the major team sports are hockey, netball, athletics and rounders. For boys, the major team sports are football, rugby, cricket and athletics. Years 10, 11 and the Sixth Form can decide to play in a team or choose from range of other sporting activities.

For a small school our sporting achievement is remarkable, and this success continued in 2019-2020 up until the point of lockdown. Netball teams had seen the U13s gain 4th place at the ISA Nationals with the U14s gain Runners up at the ISA Nationals. Hockey had also seen great success. It was also a great second year of boys' sport in the Senior School, with two years' worth of boys, and we have built a strong platform for future success in boys' football, rugby, cricket and athletics.

We have competed in football, rugby, cricket, athletics, netball, hockey, rounders, tennis, swimming and cross country. Across both the Prep and Senior School, we have had huge success at League, Regional, and District levels. At National level, we enjoyed exceptional triumphs in hockey, netball, cross country and athletics. Tennis continues to grow; this year we hosted a series of tennis tournaments and are participating in Aegon Team Tennis Leagues as well as the Road to Wimbledon competition.

#### **Equestrian**

Our equestrian team went from strength to strength with riders competing and being placed in regional and national championships.

#### **CCF and Duke of Edinburgh Award**

The Duke of Edinburgh programme continued to be popular. Changes to administration of the Award has been removed from County Council level so in 2019 our staff undertook an intensive programme of training to enable the School to become a Duke of Edinburgh Centre and to put the administrative structures in place.

In 2019, we also become a centre for the Combined Cadet Force (Army) and took on the training of our first cohort of cadets. Training took place at our weekly parade nights after school and at residential camps. We had a weekend at Pirbright teaching the cadets the basics of fieldcraft and a weeklong camp over February half term where the cadets completed their Skill At Arms Training which enabled them to take part in a range day at the end of the week. Lockdown impacted our plans for attending Annual Camp. Moving into the current academic year we are pleased to see that the contingent has grown with strong interest from the students. We aim to have several CCF training days in school and have submitted our bid to attend Annual Camp in 2021.

#### **Community Service**

The school and all its pupils are actively engaged in charity work in the community and overseas, including support of the Meera Foundation. The Meera Foundation was established to provide practical support and education to the poor and marginalised in India. Having worked hard all year round to raise funds for Meera, our Sixth Form students make a biennial expedition to India, taking with them much needed equipment and helping teach English to the disadvantaged children. Seeing where and how the funds they have raised are used is an education that cannot be delivered in the classroom. This is a remarkable and life-changing trip and we hope to resume the trip as soon as possible.

In similar vein, the Sixth Form's annual pilgrimage to Lourdes involves working hard to raise the funds to go and then working even harder during the week looking after disabled children. It is an emotive and highly rewarding experience and students develop a greater awareness of the world beyond their own and sense of gratitude for their own lives.

Over the year, the school's staff, pupils and parents also raised over £20,000 for a number of other local and national charities. Alongside their fundraising efforts, the Sixth Form have developed strong links with a local charity, Step by Step, working to prevent homelessness in young people and have worked hard to raise awareness of this issue in the community. This year pupils and staff took part in a sleep out, in their gardens, to raise additional funds for the charity.

#### **International links**

The school continued to build on links with sister schools in numerous different countries. We rejoice in these

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

relationships as they give us the chance to look beyond Alton and think globally. This year we had hoped to welcome pupils from Colombia, and France as part of our exchange programmes, however these plans were postponed due to the Covid pandemic. In previous years, we have found the international students bring different cultures and traditions as well as new perspectives and outlooks. We have been enlivened and enriched by their contribution to our school life and hope to be able to continue this when permitted.

Our own students also go out into the world to learn and enjoy new experiences. This year, as well as the Year 9 French exchange to Bordeaux, a number of Year 7 and 8 pupils lived in the beautiful Chateau de Sauveterre near Toulouse for half a term soaking up French culture and language; several Year 10 pupils joined in a real carnival in Barranquilla and immersed themselves in Colombian life. Unfortunately, our annual pilgrimage to Lourdes was affected by the pandemic.

**Pastoral care**

Pastoral provision in both the Prep and Senior schools was maintained at a very high standard. Form Tutors' pastoral roles were further developed with more regular meetings and more systemised recording established. Our safeguarding recording system, MyConcerns, is now well embedded and is working effectively. This was especially important during the Covid pandemic, when we were extremely successful in developing and implementing the Alton@Home Virtual Learning Programme.

**Alton@Home Virtual Learning Programme**

In March, we were instructed to close the school buildings, to all but Key Worker and vulnerable pupils, as part of the government's reaction to the Covid pandemic. A full and interactive programme of lessons, following the pupils' timetables was developed and delivered, using Microsoft Teams from March through to the end of the academic year.

**Centre Assessed Grades**

Following the cancellation of GCSE and A-Level public examinations, pupils were able to complete their courses of study, in line with the Alton@Home Virtual Learning Programme. As a result, teachers were able to gather sufficient evidence to award their students Centre Assessed Grades. The grades and rankings submitted by teaching staff were subject to a rigorous moderation process, by SLT, before their submission to the examination boards. During this process the individual grades were cross referenced and moderated across the cohorts and also to our historical external examination data.

A bespoke programme of continuing education was created for pupils in Year 11 and Year 13 to enable them to deepen and enrich their subject knowledge prior to moving on to the next stage of their education.

**Community access**

To benefit pupils attending local state schools, primary schools from a wide local area were invited to take part in a number of different events hosted by specialist staff at Alton School over the course of the year. We provided minibuses to collect pupils where required. The events included:

- Drawing classes in September as part of the national drawing festival The Big Draw. Visiting primary schools as well as our own students, staff and parents, contributed to a communal artwork which was put on display to the public in the Allen Gallery, Alton
- A Singing Festival in March with a focus on developing vocal technique within group singing. This ended with a concert for visiting staff and parents
- Maths Challenges open to students at local primary and secondary schools
- Chelsea FC Football Festival in October - 7 a side teams including at least 3 girls on the pitch at all times.
- Tag Rugby Festival in February - 7 a side teams including at least 3 girls on the pitch at all times.

We made our facilities available at no charge to Alton Rugby Football Club. The club used our school hall for their end of year awards ceremony, have full use of our car park at weekends when their own car park comes under pressure, and use our facilities for training sessions.

Our school scholarships and awards were advertised to pupils in local state schools and community clubs.

**Careers Programme**

We worked hard to further improve our careers provision in 2019-20. We benchmarked our programme against the Gatsby Good Career guidelines, made some improvements and additions, including the introduction of



**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

Unifrog, which is a careers platform for pupils throughout the Senior School and beyond. The full capabilities of the scheme are still being understood. We held our annual Careers Week in early March, during which pupils in Year 7 visited Waitrose to learn about careers in the Retail sector.

**Plans for future periods**

**Future developments**

Our key aims and objectives are:

- To remain a high performing academic school where pupils make excellent progress and with a strong pastoral ethos.

We plan to achieve this as follows:

- We are anticipating a significant, as yet undetermined, sum from the Congregation of the Sisters of Our Lady of Providence, as a result of a land sale. This is dependent on further negotiations for planning consent with the local authority.
- The sum will be used to improve the School's cash liquidity, infrastructure, educational and sporting facilities. Further, by maintaining stricter control on staffing costs and improving other budgetary controls, the School should return to operating surpluses. At the same time, we are looking to retain the School around the same size but ensure we are at capacity across all years including the Nursery and the Sixth form.

Our aims and goals across the next 5 years are:

- To update and refurbish parts of the School.
- To provide a fully co-educational curriculum across the school.
- To provide facilities to enable the continuation of our first class sporting performance.
- To retain the excellent and outstanding inspection reports achieved over the last 19 years.

**Achievements and Performance**

**Key financial performance indicators**

A carefully constructed rolling programme of refurbishment of both the site, buildings and IT infrastructure has allowed the school to develop, whilst being mindful of maintaining our cash flow position.

The Charity has undertaken market analysis to understand current recruitment patterns, which will inform thinking about expanding the school's market.

**Public Benefit**

The Trustees confirm that they have complied with the Charities Act 2011 to have due regard to the Charity Commission general guidance on public benefit.

**Financial Review**

**Going concern**

The Trustees have considered the impact of the global Covid-19 pandemic on the ability of the charity to continue trading for the foreseeable future. This review has included considering the impact of the pandemic to the date of signing the financial statements and updating financial projections and performing rigorous stress testing on these projections in respect of income and costs to the period ending 31 August 2022. The Charity has secured further funding from its bankers and has taken advantage of government schemes to help limit the impact of Covid-19 on the charity's operations.

The directors recognise that the impact of Covid-19 represents a materially uncertainty, however, based on the above, the directors are of the opinion that the going concern principle is applicable and that the Charity has the necessary resources to continue as a going concern for the foreseeable future.

**Principal risks and uncertainties**

The Trustees have assessed the major risks to which the school is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. There is a Risk Register in place which is reviewed annually and was last

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

reviewed in September 2020.

In a very competitive market for Independent education in the Hampshire / Surrey area, the Charity remains mindful of maintaining pupil numbers.

The Charity is compliant with legislation and requirements. The school rigorously complies with the handbook for the Independent School's Inspectorate and keeps up to date with any and all changes to regulations.

**Reserves policy**

The Charity's policy for holding onto the reserves is to maintain pupil numbers and to control expenditure. Accumulated reserves will then be used on future projects to enhance the school. At 31 August 2020 the Charity held total accumulated reserves of £120,954 deficit (2019: £73,950 surplus). It is the aim of the School to build up reserves in future years and the School budgets to achieve a surplus.

As at the date of this report, the recent coronavirus pandemic has created a significant amount of uncertainty and disruption across the charity sector and beyond. Many charities and businesses are likely to struggle financially over the coming months. While the financial position of Alton Convent School Charity will undoubtedly be negatively affected, the School has taken pro-active steps to counteract such impact. Staff not directly involved in teaching or running of the school have been placed on furlough, existing contracts have been reviewed to reflect the temporary closure of the school. Teaching and learning has been delivered remotely – appropriate training has been provided to staff and pupils.

**Deficit**

During the year ended 31 August 2020, the charity made a deficit of £194,904 (2019: deficit of £190,858). Cash at bank at the year-end remains a positive at £210,330 (2019: £159,946).

**Principal funding**

The school's funding arises from School fees and the aim is prepare a balanced budget with sufficient funding available to reinvest and maintain the school. The Covid pandemic has made it particularly challenging in recent times but the School continues to aim to operate on this basis.

**Material investments policy**

There have been no material investments in the year (2019 - £nil), details of which are shown in the notes to the financial statements.

**Structure, Governance and Management**

**Constitution**

The Charity is a Charitable Company limited by guarantee, accordingly the company's reserves cannot be distributed. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice Accounting and Reporting by Charities. The Charity is constituted under a Trust deed and is a registered charity number 1071684.

**Method of appointment or election of Trustees**

The Trustees may be appointed or removed by a simple majority of the existing Trustees. All new Governors attend a programme of training and induction.

**Policy for setting remuneration of key management personnel**

Remuneration levels for the Senior Leadership Team are set according to Alton School's salary scale. The salary scale has been set to maximise the quality of leadership, teaching and learning at the school, support the recruitment and retention of high quality staff and enable the school to recognise and reward staff appropriately. Salary pay tiers on the school's salary scale help to ensure that decisions on pay are managed in a fair, just and transparent way.

**Related party relationships**

The land occupied by the charity is owned by the Daughters of our Lady of Providence Charitable Trust (charity number 232908) a charity with common trustees. Rent is paid to this charity in return for use of the land and buildings. This is set out in note 22 to the financial statements.

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Disclosure of information to auditor**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

This report was approved by order of the members of the board of Trustees and signed on its behalf by:



**Sister Helen Samuel**  
Trustee

Date: 28 May 2021

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2020**


The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


Approved by order of the members of the board of Trustees and signed on its behalf by:



**Sister Helen Samuel**

Trustee

Date: 28 May 2021



**Sister Margaret Evelyn Garman**

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE ALTON CONVENT SCHOOL CHARITY**

**Opinion**

We have audited the financial statements of The Alton Convent School Charity (the 'charitable company') for the year ended 31 August 2020 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Material uncertainty related to going concern**

We draw attention to note 1.3 in the financial statements, which indicates that the impact of the global Covid-19 pandemic may cast significant doubt on the charitable company's ability to continue as a going concern. As stated in note 1.3, these events or conditions, along with the other matters as set forth in the note 1.3, indicate that a material uncertainty exists that may cast significant doubt on the charitable company's ability to continue as a going concern. Note 1.3 also sets out actions taken by the Trustees and the charity to address this material uncertainty. Our opinion is not modified in respect of this matter.

**Other information**

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE ALTON CONVENT SCHOOL CHARITY**  
**(CONTINUED)**

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditor's report.

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE ALTON CONVENT SCHOOL CHARITY**  
**(CONTINUED)**

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's 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 charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



**James Cowper Kreston**  
Chartered Accountants and Statutory Auditor  
Reading Bridge House  
George Street  
Reading  
Berkshire  
RG1 8LS

Date: 28 May 2021

James Cowper Kreston are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 AUGUST 2020**

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>Income from:</b>					
Donations and legacies	2	608,143	-	608,143	264,060
Charitable activities	3	4,365,630	-	4,365,630	4,986,719
Other trading activities	4	315,518	-	315,518	457,554
<b>Total income</b>		<b>5,289,291</b>	<b>-</b>	<b>5,289,291</b>	<b>5,708,333</b>
<b>Expenditure on:</b>					
Raising funds	5	37,722	-	37,722	35,807
Charitable activities	6	5,446,473	-	5,446,473	5,863,384
<b>Total expenditure</b>		<b>5,484,195</b>	<b>-</b>	<b>5,484,195</b>	<b>5,899,191</b>
<b>Net expenditure</b>		<b>(194,904)</b>	<b>-</b>	<b>(194,904)</b>	<b>(190,858)</b>
Transfers between funds	14	6,007	(6,007)	-	-
<b>Net movement in funds</b>		<b>(188,897)</b>	<b>(6,007)</b>	<b>(194,904)</b>	<b>(190,858)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		55,777	18,173	73,950	264,808
Net movement in funds		(188,897)	(6,007)	(194,904)	(190,858)
<b>Total funds carried forward</b>		<b>(133,120)</b>	<b>12,166</b>	<b>(120,954)</b>	<b>73,950</b>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 18 to 31 form part of these financial statements.



**THE ALTON CONVENT SCHOOL CHARITY**

**(A company limited by guarantee)**

**REGISTERED NUMBER: 3557232**

**BALANCE SHEET  
AS AT 31 AUGUST 2020**

	<b>Note</b>	<b>2020 £</b>	<b>2019 £</b>
<b>Fixed assets</b>			
Tangible assets	10	<b>1,822,713</b>	1,928,396
<b>Current assets</b>			
Debtors	11	<b>149,703</b>	197,007
Cash at bank and in hand		<b>210,330</b>	159,946
		<b>360,033</b>	356,953
Creditors: amounts falling due within one year	12	<b>(1,239,224)</b>	(608,477)
<b>Net current liabilities</b>		<b>(879,191)</b>	(251,524)
<b>Total assets less current liabilities</b>		<b>943,522</b>	1,676,872
Creditors: amounts falling due after more than one year	13	<b>(1,064,476)</b>	(1,602,922)
<b>Total net assets</b>		<b>(120,954)</b>	73,950
<b>Charity funds</b>			
Restricted funds	14	<b>12,166</b>	18,173
Unrestricted funds	14	<b>(133,120)</b>	55,777
<b>Total funds</b>		<b>(120,954)</b>	73,950

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

THE ALTON CONVENT SCHOOL CHARITY  
(A company limited by guarantee)  
REGISTERED NUMBER: 3557232

BALANCE SHEET (CONTINUED)  
AS AT 31 AUGUST 2020

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

  
.....  
**Sister Helen Samuel**  
Trustee

  
.....  
**Sister Margaret Evelyn Garman**  
Trustee

Date: 28 May 2021

The notes on pages 18 to 31 form part of these financial statements.

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

	2020 £	2019 £
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	<b>123,799</b>	(289,154)
	<hr/>	<hr/>
<b>Cash flows from investing activities</b>		
Purchase of tangible fixed assets	<b>(38,845)</b>	(102,986)
	<hr/>	<hr/>
<b>Net cash used in investing activities</b>	<b>(38,845)</b>	<b>(102,986)</b>
	<hr/>	<hr/>
<b>Cash flows from financing activities</b>		
Repayments of borrowings	<b>(34,570)</b>	(57,038)
	<hr/>	<hr/>
<b>Net cash used in financing activities</b>	<b>(34,570)</b>	<b>(57,038)</b>
	<hr/>	<hr/>
<b>Change in cash and cash equivalents in the year</b>	<b>50,384</b>	<b>(449,178)</b>
Cash and cash equivalents brought forward	<b>159,946</b>	609,124
	<hr/>	<hr/>
<b>Cash and cash equivalents carried forward</b>	<b>210,330</b>	159,946
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 18 to 31 form part of these financial statements

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Accounting policies**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

The Alton Convent School Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 Company status**

The Charity is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**1.3 Going concern**

At the year end the Charity had net liabilities of £120,954 and made a deficit of £194,904. The Trustees have considered the impact of the global Covid-19 pandemic on the ability of the charity to continue trading for the foreseeable future. This review has included considering the impact of the pandemic to the date of signing the financial statements, updating financial projections and performing rigorous stress testing on these projections in respect of income and costs to the period ended 31 August 2022. The Charity has secured further funding from its bankers and has taken advantage of government schemes to help limit the impact of Covid-19 on the charity's operations.

A donation in the region of £1m is due to be paid once the 1966 Trust of the Congregation des Filles de la Providence of the Convent of Our Lady of Providence complete on a land sale. The exact date of the donation is uncertain.

The directors recognise that the impact of Covid-19 represents a material uncertainty, however, based on the above, the directors are of the opinion that the going concern principle is applicable and that the Charity has the necessary resources to continue as a going concern for the foreseeable future.

**1.4 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Accounting policies (continued)**

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the school's educational operations, including support costs and costs relating to the governance of the Charity apportioned to charitable activities.

**1.6 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**1.7 Tangible fixed assets and depreciation**

All assets costing more than £1,000 are capitalised.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives..

Depreciation is provided on the following bases:

Leasehold property	- between 2% and 10% straight line
Plant and machinery	- straight line over 10 years
Motor vehicles	- straight line over 4 years
Fixtures and fittings	- straight line over 5 years
Computer equipment	- straight line over 3 years

**1.8 Operating leases**

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

**1.9 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Accounting policies (continued)**

**1.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**1.12 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.13 Pensions**

The Charity pays defined pension contributions on behalf of members of the teaching staff who are in the Teachers' Superannuation Scheme operated by the Teachers Pension Agency. The contributions are defined by the Agency and are charged as an expense to the Statement of Financial Activities as they fall due for payment.

The Charity also operates a Defined Contribution Pension Scheme for which all staff are eligible. Contributions to the Scheme are charged to the Statement of Financial Activities as they fall due.

**1.14 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**2. Income from donations and legacies**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total funds 2019 £
Donations	444,762	<b>444,762</b>	264,060
Government grants	163,381	<b>163,381</b>	-
	<u>608,143</u>	<u><b>608,143</b></u>	<u>264,060</u>
Total 2019	<u>264,060</u>	<u>264,060</u>	

Government grants relate to Coronavirus Job Retention Scheme claims.

**3. Income from charitable activities**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total funds 2019 £
School fees	4,959,133	<b>4,959,133</b>	5,633,976
Fee concessions	(593,503)	<b>(593,503)</b>	(647,257)
	<u>4,365,630</u>	<u><b>4,365,630</b></u>	<u>4,986,719</u>
Total 2019	<u>4,986,719</u>	<u>4,986,719</u>	

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**4. Income from other trading activities**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total funds 2019 £
Transport	73,029	<b>73,029</b>	120,786
Nursery lunches	24,303	<b>24,303</b>	49,012
Rent	2,328	<b>2,328</b>	2,453
Examination fees	25,906	<b>25,906</b>	27,894
Student extras and other activities	180,352	<b>180,352</b>	250,209
Contribution to utilities	9,600	<b>9,600</b>	7,200
	<u>315,518</u>	<u><b>315,518</b></u>	<u>457,554</u>
	<u>457,554</u>	<u>457,554</u>	
Total 2019			

**5. Expenditure on raising funds**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total funds 2019 £
Costs of raising voluntary income	37,722	<b>37,722</b>	35,807
	<u>35,807</u>	<u>35,807</u>	
Total 2019			



**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**6. Analysis of expenditure on charitable activities**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total funds 2019 £
Teaching	3,157,011	<b>3,157,011</b>	3,353,708
Welfare	211,981	<b>211,981</b>	325,228
Premises	741,995	<b>741,995</b>	857,718
Re-development	6,720	<b>6,720</b>	1,257
Transport	154,311	<b>154,311</b>	110,966
Support costs	704,149	<b>704,149</b>	595,406
Nursery	392,314	<b>392,314</b>	522,469
Interest payable and foreign exchange gains / losses	29,790	<b>29,790</b>	46,747
Governance	48,202	<b>48,202</b>	49,885
	<u>5,446,473</u>	<u><b>5,446,473</b></u>	<u>5,863,384</u>
Total 2019	<u>5,863,384</u>	<u>5,863,384</u>	

**7. Governance costs**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total funds 2019 £
Auditor's fees	11,670	<b>11,670</b>	11,418
Legal and professional fees	36,532	<b>36,532</b>	38,467
	<u>48,202</u>	<u><b>48,202</b></u>	<u>49,885</u>
Total 2019	<u>49,885</u>	<u>49,885</u>	

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**8. Staff costs**

	<b>2020</b> £	2019 £
Wages and salaries	<b>3,172,992</b>	3,372,315
Social security costs	<b>296,388</b>	303,776
Pension costs	<b>537,800</b>	434,397
	<b><u>4,007,180</u></b>	<u>4,110,488</u>

A severance payment of £13,124 was accrued for at the year end for one employee.

The average number of persons employed by the Charity during the year was as follows:

	<b>2020</b> No.	2019 No.
Teaching staff	<b>55</b>	54
Nursery staff	<b>21</b>	19
Admin staff	<b>11</b>	11
Maintenance staff	<b>13</b>	14
	<b><u>100</u></b>	<u>98</u>

The number of employees whose employee benefits (including employer pension costs) exceeded £60,000 was:

	<b>2020</b> No.	2019 No.
In the band £70,001 - £80,000	<b>3</b>	2
In the band £80,001 - £90,000	-	1
In the band £120,001 - £130,000	-	1

The key management personnel of the charity received aggregate remuneration of £204,738 (2019: £180,562).

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**9. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 August 2020, no Trustee expenses have been incurred (2019 - £NIL).

**10. Tangible fixed assets**

	Long-term leasehold property £	Motor vehicles £	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost or valuation</b>					
At 1 September 2019	2,190,489	56,554	256,932	441,024	2,944,999
Additions	11,786	-	27,059	-	38,845
At 31 August 2020	<u>2,202,275</u>	<u>56,554</u>	<u>283,991</u>	<u>441,024</u>	<u>2,983,844</u>
<b>Depreciation</b>					
At 1 September 2019	453,306	48,344	242,217	272,736	1,016,603
Charge for the year	45,383	6,840	7,270	85,035	144,528
At 31 August 2020	<u>498,689</u>	<u>55,184</u>	<u>249,487</u>	<u>357,771</u>	<u>1,161,131</u>
<b>Net book value</b>					
At 31 August 2020	<u><u>1,703,586</u></u>	<u><u>1,370</u></u>	<u><u>34,504</u></u>	<u><u>83,253</u></u>	<u><u>1,822,713</u></u>
At 31 August 2019	<u><u>1,737,183</u></u>	<u><u>8,210</u></u>	<u><u>14,715</u></u>	<u><u>168,288</u></u>	<u><u>1,928,396</u></u>

**11. Debtors**

	2020 £	2019 £
<b>Due within one year</b>		
Outstanding fees	49,833	130,603
Other debtors	24,791	36,791
Prepayments and accrued income	75,079	29,613
	<u><u>149,703</u></u>	<u><u>197,007</u></u>

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**12. Creditors: Amounts falling due within one year**

	2020 £	2019 £
Bank loans	60,790	60,790
Other loans	502,912	-
Trade creditors	33,299	55,598
Other taxation and social security	223,471	80,324
Other creditors	96,209	109,016
Accruals and deferred income	322,543	302,749
	<u>1,239,224</u>	<u>608,477</u>

The bank loans are secured by a fixed and floating charge over all the current and future assets of the Charity.

Other creditors include a liability of £51,258 (2019: £44,154) in respect of amounts owed to Teachers' Pensions and a liability of £9,470 (2019: £8,627) that relates to other pension liabilities.

Other taxation and social security of £223,471 (2019: £80,324) consists of PAYE and national insurance contributions payable to HMRC. Due to Covid-19 the liabilities for June 2020, July 2020 and August 2020 have been deferred under HMRC's time to pay arrangements. These liabilities have been paid in September 2020.

**13. Creditors: Amounts falling due after more than one year**

	2020 £	2019 £
Bank loans	881,079	915,649
Loans from Sisters	-	507,091
Other creditors	183,397	180,182
	<u>1,064,476</u>	<u>1,602,922</u>

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2020 £	2019 £
Repayable by instalments	<u>615,037</u>	<u>672,486</u>

The bank loans are secured by a fixed and floating charge over all the current and future assets of the Charity.

Fee deposits for all students that are not in year 11 are shown in other creditors falling due after more than one year.

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 August 2020 £
<b>Unrestricted funds</b>					
General Funds	55,777	5,289,291	(5,484,195)	6,007	(133,120)
<b>Restricted funds</b>					
Restricted Funds	18,173	-	-	(6,007)	12,166
<b>Total of funds</b>	<b>73,950</b>	<b>5,289,291</b>	<b>(5,484,195)</b>	<b>-</b>	<b>(120,954)</b>

**Statement of funds - prior year**

	Balance at 1 September 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 August 2019 £
<b>Unrestricted funds</b>					
General Funds	195,843	5,708,333	(5,899,191)	50,792	55,777
<b>Restricted funds</b>					
Restricted Funds	68,965	-	-	(50,792)	18,173
<b>Total of funds</b>	<b>264,808</b>	<b>5,708,333</b>	<b>(5,899,191)</b>	<b>-</b>	<b>73,950</b>

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**15. Summary of funds**

**Summary of funds - current year**

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 August 2020 £
General funds	55,777	5,289,291	(5,484,195)	6,007	(133,120)
Restricted funds	18,173	-	-	(6,007)	12,166
	<u>73,950</u>	<u>5,289,291</u>	<u>(5,484,195)</u>	<u>-</u>	<u>(120,954)</u>

**Summary of funds - prior year**

	Balance at 1 September 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 August 2019 £
General funds	195,843	5,708,333	(5,899,191)	50,792	55,777
Restricted funds	68,965	-	-	(50,792)	18,173
	<u>264,808</u>	<u>5,708,333</u>	<u>(5,899,191)</u>	<u>-</u>	<u>73,950</u>

**16. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	1,822,713	-	1,822,713
Current assets	347,867	12,166	360,033
Creditors due within one year	(1,239,224)	-	(1,239,224)
Creditors due in more than one year	(1,064,476)	-	(1,064,476)
<b>Total</b>	<u>(133,120)</u>	<u>12,166</u>	<u>(120,954)</u>

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**16. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior period**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	1,928,396	-	1,928,396
Current assets	313,162	43,791	356,953
Creditors due within one year	(582,859)	(25,618)	(608,477)
Creditors due in more than one year	(1,602,922)	-	(1,602,922)
<b>Total</b>	<b>55,777</b>	<b>18,173</b>	<b>73,950</b>

**17. Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2020 £</b>	2019 £
Net expenditure for the period (as per Statement of Financial Activities)	<b>(194,904)</b>	(190,858)
<b>Adjustments for:</b>		
Depreciation charges	<b>144,528</b>	155,209
Decrease in debtors	<b>3,472</b>	27,682
Increase/(decrease) in creditors	<b>126,871</b>	(281,187)
<b>Net cash provided by/(used in) operating activities</b>	<b>79,967</b>	(289,154)

**18. Analysis of cash and cash equivalents**

	<b>2020 £</b>	2019 £
Cash in hand	<b>210,330</b>	159,946

**THE ALTON CONVENT SCHOOL CHARITY**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**19. Analysis of changes in net debt**

	At 1 September 2019 £	Cash flows £	Other non- cash changes £	At 31 August 2020 £
Cash at bank and in hand	159,946	50,384	-	210,330
Debt due within 1 year	(60,790)	-	-	(60,790)
Debt due after 1 year	(1,422,740)	34,570	4,179	(1,383,991)
	<u>(1,323,584)</u>	<u>84,954</u>	<u>4,179</u>	<u>(1,234,451)</u>

**20. Pension commitments**

The School contributes to the Teachers' Superannuation Scheme, a defined benefit scheme, at rates set by the Scheme Actuary and advised by the Scheme administrator. As the scheme is a multi-employer arrangement it is not possible or appropriate to identify the assets and liabilities of the scheme which are attributable to the School and therefore the scheme is treated as a defined contribution scheme. Membership of the scheme is open to the academic staff only. Contributions from members and employers are paid to the Exchequer and the Exchequer meets the costs of all benefits. An actuarial review of the scheme is normally carried out every four years by the Government Actuary who is required to determine the employers' contribution rates.

Contributions from members and employers are paid into an account known as the Teachers Pension Account held with the Exchequer. The scheme assets consist therefore of notional investments and future contributions in respect of existing members.

The latest valuation of the Teachers' Pension Scheme has now taken place, in line with directions issued by HM Treasury and using membership data as at 31 March 2016. As a result of this valuation TPS employers have paid an increased current contribution rate of 23.68% from September 2019 (this includes the administration levy of 0.8%). The timing of the implementation was to align its introduction with employers' budget planning cycles. Prior to this, employers paid a rate of 16.48%.

The scheme is valued by the Government Actuary using the Projected Unit Methodology and the objective is to meet the cost of the members' benefits by means of a stable contribution rate expressed as a percentage of salary payable during active service. Any surplus or shortfall in the valuation is addressed by a corresponding decrease or increase in the standard contribution rate spread over a period of fifteen years.

The charge to the statement of financial activities for the year in respect of Teachers' pension contributions was £468,420 (2019 - £357,244).

The Charity also operates a defined Contribution Pension Scheme for which all staff are eligible. Contributions to the Scheme are charged to the Statement of Financial Activities as they fall due. The Pension charge for the year in relation to this scheme is £69,380 (2019 - £77,153).



**THE ALTON CONVENT SCHOOL CHARITY**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**21. Operating lease commitments**

At 31 August 2020 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>2020</b> £	2019 £
Within 1 year	<b>65,117</b>	65,246
Between 1 and 5 years	<b>63,429</b>	135,496
	<b>128,546</b>	200,742

During the year the lease payments recognised as an expense totalled £65,246 (2019: £69,388).

**22. Related party transactions**

The Alton Convent School Charity leases the school premises from the 1966 Trust of the Congregation des Filles de la Providence of the Convent of Our Lady of Providence, Alton, Hampshire at a cost of £80,000 per annum. On 1 September 1998 the Alton Convent School Charity took over the running of the School, previously operated by the 1966 Trust.

The Trustees of the 1966 Trust are Sister Cecilia Jackson (deceased 21 December 2019), Sister Sylvette Orge and Sister Helen Samuel, who are also Trustees of Alton Convent School Charity. Certain expenses are paid by this Charity on behalf of the Trustees of the 1966 Trust which are subsequently recharged to the Trust. For the year ended 31 August 2020 these recharges totalled to £9,600 (2019: £7,200).

During the year, the Trustees made a donation of £440,000 (2019: £250,000) to the Trust.

At the year end £502,912 (2019: £507,091) was owed to the Sisters and is disclosed in Loans from Sisters within Creditors amounts falling due after more than one year.

Discounts for staff who have children at the School range between 12% and 50% depending on their role and hours worked in the School.

The previous Headteacher's brother has 2 children in the School who are in receipt of Bursaries.

The previous Headteacher's wife worked in the School, on a part time basis, and was paid in accordance with the Alton School Teacher's Pay Scale.

**23. Controlling party**

The Charity is under the control of the Trustees.