

Registered number  
03518506

Charity number  
1073476

Emmaus School Ltd  
(A company limited by guarantee)

Report and Accounts

For the Year Ended

31 August 2020

**Munro Audit Limited**  
Chartered Accountants & Registered Auditors  
31 Stallard Street  
Trowbridge  
Wiltshire  
BA14 9AA

**Emmaus School Ltd**

(A company limited by guarantee)

**Trustees Annual Report**

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the Charity for the year ended 31 August 2020.

**STRUCTURE, GOVERNANCE AND MANAGEMENT****Governing Document**

Emmaus School is a company limited by guarantee governed by its Memorandum and Articles of Association dated 27 February 1998, and registered as a charity with the Charity Commission for England and Wales from 25 January 1999, amended by special resolution on 22nd December 1998.

**Appointment of trustees**

New trustees are selected and appointed directly by the existing trustees, for a period of 3 years, following which they may stand for re-election.

**Organisational structure**

The company is controlled by the Management Committee (Governors), most of whom are the trustees and directors. Day to day management is delegated to the management team, which consists of the head teacher and senior staff.

**Risks**

The major risks to which the Charity is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks.

**OBJECTIVES AND ACTIVITIES****Objectives and activities**

To advance the education of children and young people by the provision of a school and support for parents undertaking home schooling in accordance with the school's Statement of Faith.

**PUBLIC BENEFIT**

In setting objectives and planning activities trustees have taken note of the Charity Commission guidance on public benefit.

As a non-selective school with high teacher/pupil ratios, Emmaus School is able to provide education for pupils with moderate educational needs. This not only reduces the burden on the state system, but also ensures that these individuals exceed academic expectations in a way that would not be possible given the limited resources of the state sector. Pupils leave the school literate, numerate, self-confident and employable. In the majority of cases GCSE results exceed expectations. This may not have been the case without the opportunity to benefit from small class sizes, and individual attention, at minimum cost to the parents. The school offers a limited number of places for pupils who have an Education Health and Care Plan (EHCP). During the academic year ending 31 August 2020, there were 2 pupils with an EHCP, who made progress beyond expectations due to the small setting and emphasis on individual learning. One of these pupils achieved passes in 5 GCSEs and has now gone to college to continue his studies in further education.

Support is also provided for parents who home school their children. This is in the form of flexi-schooling where children attend school part time or attend lessons in subjects which require more specialist equipment such as science or food and nutrition. The School also allows private candidates to enter GCSE examinations.

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The school is run as a non-profit making organisation and fees are kept to a minimum to ensure widest possible access. A means tested assisted-places scheme operates and currently a range of concessions amounting to 7% of total fees applies and 9 pupils (13% of pupils on the roll) benefited from this.

The school aims to educate children to a high standard, in preparation for contemporary society, in a supportive and happy environment which caters for the needs of the individual.

### **ACHIEVEMENTS AND PERFORMANCE**

During the year ended 31 August 2020, the school continued to provide education for children and young people, and support for parents who home school. The School is a registered examination centre with AQA and Edexcel and provides a service for private GCSE candidates so that they can sit their examinations.

The School provides work experience for pupils from local comprehensive schools, as well as placements for students from the UK and abroad who are in higher education.

The headteacher has experience as a school inspector and now supports other small schools in the South West, assisting them in meeting the Independent Schools Standards, as well as providing mentoring support for headteachers of small schools in both the state and independent sector. The Headteacher is also on the leadership team of the Christian Schools' Trust which serves independent Christian schools nationwide.

All pupils continue to benefit from the small, family atmosphere and pupils say that they feel safe and they appreciate that they are accepted and don't suffer from negative peer pressure. This has a positive impact on their education and character, and stands them in good stead when they move on to sixth form or employment. The school offers a limited number of places every year to pupils who have been bullied in other settings, or who have some degree of anxiety which is alleviated by being in a smaller setting with more individual attention from teachers.

Pupils' progress is monitored by annual tests in reading and spelling which allow teachers to compare pupils to the national average in each year group. The Cognitive Abilities Test (GL Assessment) is used annually from Year 4 to test the children's potential in the 3 areas of verbal, quantitative and non-verbal reasoning and, in the secondary department, these tests give accurate predictions of the GCSE grades individual pupils can be expected to achieve. Since it is not possible to 'teach to the test', lessons are devoted to teaching rather than preparing pupils to perform well in tests. Pupils also take end of topic tests throughout the year and senior pupils have an annual exam week in the summer term. The attainment profile of the School is above average and, although Emmaus School does not select pupils on the basis of ability, pupils' achievement is in line with that of selective schools.

GCSE results: GCSE examinations were cancelled for summer session of June 2020, but pupils received centre assessed grades instead. The results maintained the School's long established record of above average results.

### **FINANCIAL REVIEW**

The Charity made an operational surplus of £13,568 (2019 - £7,094). The Charity had surplus restricted income of £4,453 for the building reserve. This resulted in the Charity making an overall surplus of £18,021 (2019 - £26,290).

The unrestricted operating fund represents the Charity's free reserves, which are retained to provide initial funding for educational support, supplies and general running costs of the school. This fund has increased to £56,584 during the financial year.

**Emmaus School Ltd**

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**Trustees Annual Report****RESERVES POLICY**

Reserves Policy - the Trustees' aspiration is to hold at least six weeks' operating expenditure in reserve in order to meet any unforeseen day-to-day operational costs or short-term deficits in cash flow. The surpluses achieved over the last few years make this an achievable aspiration, however, pupil numbers have fallen due to the Covid Pandemic and expenditure has to be carefully controlled for these reserves to be maintained.

**PLANS FOR FUTURE PERIODS**

In March 2016 the Charity gained planning approval for the plans to extend the school building. The development of the site, in order to provide better facilities and expand its current capacity, will proceed as soon as funds permit. A fund raising campaign to achieve this end is ongoing.

**REFERENCE AND ADMINISTRATIVE DETAILS**

Charity number: 1073476  
Company number: 3518506  
Registered Office: School Lane, Staverton, Trowbridge, Wiltshire, BA14 6NZ

**Our Advisors**

Examiners: Munro Audit Limited, 31 Stallard Street, Trowbridge, Wiltshire, BA14 9AA  
Bankers: Lloyds Bank, 64 Fore St, Trowbridge BA14 8EU

**Directors and trustees**

Director and trustee K C W Wiltshire  
H Greenman  
R J Haddow

**RESPONSIBILITIES OF THE TRUSTEES**

The trustees (who are also the directors of Emmaus School Limited for the purpose of company law) are responsible for preparing the Trustees Annual 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 year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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**Trustees Annual Report**

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which are sufficient to show and explain the Charity's transactions 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.

**INDEPENDENT EXAMINER**

The Annual General Meeting appointed David Oakensen FCA of Munro Audit Limited as independent examiner to the Charity for the year.

This report was approved by the board on 20 August 2021



K C W Wiltshire  
Trustee

## **Emmaus School Ltd**

### **Independent examiner's report to the members of Emmaus School Ltd**

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2020, which are set out on pages 6 to 11.

#### **Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



David Oakensen FCA  
Independent Examiner  
**Munro Audit Limited**  
Chartered Accountants & Registered Auditors  
31 Stallard Street  
Trowbridge  
Wiltshire  
BA14 9AA

20 August 2021

**Emmaus School Ltd**  
(A company limited by guarantee)  
**Statement of Financial Activities (including Income and Expenditure Account)**  
**For the year ended 31 August 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Income from donations and legacies	2	13,731	7,636	21,367	41,115
Income from charitable activities	3	262,176	-	262,176	261,213
Interest receivable		-	122	122	118
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>275,907</b>	<b>7,758</b>	<b>283,665</b>	<b>302,446</b>
<b>EXPENDITURE ON:</b>					
Expenditure on charitable activities	4	252,914	3,227	256,141	265,291
Other expenditure	5	9,425	78	9,503	10,865
<b>TOTAL EXPENDITURE</b>		<b>262,339</b>	<b>3,305</b>	<b>265,644</b>	<b>276,156</b>
<b>Net income</b>		<b>13,568</b>	<b>4,453</b>	<b>18,021</b>	<b>26,290</b>
<b>Gross transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>13,568</b>	<b>4,453</b>	<b>18,021</b>	<b>26,290</b>
<b>Reconciliation of funds:</b>					
<b>Total funds at 1 September 2019</b>		<b>43,016</b>	<b>251,099</b>	<b>294,115</b>	<b>267,825</b>
<b>Total funds at 31 August 2020</b>		<b>56,584</b>	<b>255,552</b>	<b>312,136</b>	<b>294,115</b>

There were no recognised gains and losses other than those shown in the above Statement of Financial Activities.

**Emmaus School Ltd**  
**(Company number 03518506)**  
(A company limited by guarantee)  
**Balance Sheet**  
**As at 31 August 2020**

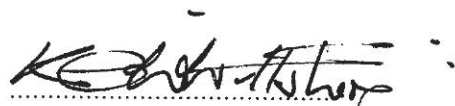
	Notes	2020	2019
		£	£
<b>Fixed assets</b>			
Tangible assets	6	3,016	1,288
<b>Current assets</b>			
Debtors	7	4,319	4,866
Cash at bank and in hand		317,006	306,728
		<u>321,325</u>	<u>311,594</u>
<b>Creditors: amounts falling due within one year</b>	8	(12,205)	(18,767)
<b>Net current assets</b>		<u>309,120</u>	<u>292,827</u>
<b>Net assets</b>		<u>312,136</u>	<u>294,115</u>
<b>Represented by:</b>			
Unrestricted funds	9	56,584	43,016
Restricted funds	10	255,552	251,099
<b>Total funds</b>		<u>312,136</u>	<u>294,115</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2020 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective July 2014).



K C W Wiltshire  
Trustee

Approved by the board on

20 August 2021

**Emmaus School Ltd**  
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**Notes to the Accounts**  
**For the year ended 31 August 2020**

**1 Accounting policies**

***Basis of accounting***

The charity constitutes a public benefit entity as defined by FRS 102. 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 to the United Kingdom and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

***Incoming resources***

School fees are recognised in the period services are provided.

Donations are recognised when the amounts have been received. Donations received are on a voluntary basis.

***Resources expended***

Resources expended are recognised in the period they are incurred.

Costs which are directly attributable to meeting charitable objects are classified as provision of charitable services. These costs are directly allocated to activities.

Costs associated with the general running of the charity which are not attributable to meeting charitable objects are classified as management and administration costs.

***Depreciation***

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	33% straight line
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***Funds***

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Expenditure which meets these criteria is charged to the fund. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

***Trade debtors***

Short term debtors are measured at transaction price, which is usually the invoice price, less any impairment losses for bad and doubtful debts.

***Trade creditors***

Short term creditors are measured at transaction price, which is usually the invoice price.

***Taxation***

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

***Pension costs***

The charity operates a defined contribution pension scheme. Contributions payable to the scheme are charged to the Statement of Financial Activities in the period to which they relate.

***Judgements and key sources of estimation uncertainty***

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

No significant judgements have had to be made in preparing these financial statements.

**Emmaus School Ltd**  
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**Notes to the Accounts**  
**For the year ended 31 August 2020**

<b>2 Income from donations and legacies</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2020</b>	<b>2019</b>
	£	£	£	£
Donations - general	13,731	-	13,731	17,050
Donations - building fund	-	7,636	7,636	24,065
	<u>13,731</u>	<u>7,636</u>	<u>21,367</u>	<u>41,115</u>
<b>3 Income from charitable activities</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2020</b>	<b>2019</b>
	£	£	£	£
Fees received	258,982	-	258,982	258,897
Gift aid	3,194	-	3,194	2,316
	<u>262,176</u>	<u>-</u>	<u>262,176</u>	<u>261,213</u>
<b>3 Expenditure on charitable activities</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2020</b>	<b>2019</b>
	£	£	£	£
Educational supplies	7,892	-	7,892	20,043
Tuition fees	24,670	-	24,670	19,581
Educational trips	2,956	-	2,956	4,585
Wages and salaries	179,010	-	179,010	177,536
Staff Training	3,487	-	3,487	2,431
Room hire	3,696	-	3,696	3,142
Rates	517	-	517	509
Waste collection	858	-	858	782
Water rates	516	-	516	663
Light and heat	3,866	-	3,866	2,808
Cleaning	3,164	-	3,164	3,923
Repairs and maintenance	2,814	3,227	6,041	10,084
Donations	357	-	357	1,064
Subscriptions	3,817	-	3,817	4,013
Insurance	3,521	-	3,521	3,068
Computer maintenance and software	11,103	-	11,103	9,580
Miscellaneous expenses	670	-	670	1,479
	<u>252,914</u>	<u>3,227</u>	<u>256,141</u>	<u>265,291</u>
<b>4 Other expenditure</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2020</b>	<b>2019</b>
	£	£	£	£
Office supplies	3,294	-	3,294	5,185
Telephone	3,201	-	3,201	2,628
Accountancy	910	-	910	880
Consultancy fees	-	-	-	1,177
Bank charges	193	78	271	353
Depreciation	1,827	-	1,827	642
	<u>9,425</u>	<u>78</u>	<u>9,503</u>	<u>10,865</u>

**Emmaus School Ltd**  
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**Notes to the Accounts**  
**For the year ended 31 August 2020**

**5 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Staff salaries and wages	164,150	162,953
Employer's NI	4,331	4,495
Pension contributions	10,529	10,088
	<u>179,010</u>	<u>177,536</u>

No employees had employee benefits in excess of £60,000 (2019: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

The charity trustees were not paid or received any other benefits from employment with the Trust or its subsidiary in the year (2019: £nil) neither were they reimbursed expenses during the year (2019: £nil). No charity trustee received payment for professional or other services supplied to the charity (2019: £nil).

The number of staff in the year was 16 (2019: 16), all of whom were involved in the running of the charitable activities.

**6 Tangible fixed assets**

	<b>Equipment</b>
	<b>£</b>
<b>Cost</b>	
At 1 September 2019	11,913
Additions	3,555
At 31 August 2020	<u>15,468</u>
<b>Depreciation</b>	
At 1 September 2019	10,625
Charge for the year	1,827
At 31 August 2020	<u>12,452</u>
<b>Net book value</b>	
At 31 August 2020	<u>3,016</u>
At 31 August 2019	<u>1,288</u>

**7 Debtors**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Prepayments	4,319	-
Other debtors	-	4,866
	<u>4,319</u>	<u>4,866</u>

**8 Creditors: amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Other taxes and social security costs	1,713	3,425
Accruals and deferred income	10,492	15,342
	<u>12,205</u>	<u>18,767</u>

**Emmaus School Ltd**  
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**Notes to the Accounts**  
**For the year ended 31 August 2020**

**9 Unrestricted funds**

	Balance as at 1 September 2019 £	Incoming resources & transfers £	Outgoing expenditure & transfers £	Balance as at 31 August 2020 £
Charitable funds	43,016	275,907	(262,339)	56,584
	<u>43,016</u>	<u>275,907</u>	<u>(262,339)</u>	<u>56,584</u>

**10 Restricted funds**

	Balance as at 1 September 2019 £	Incoming resources & transfers £	Outgoing expenditure & transfers £	Balance as at 31 August 2020 £
Premises Appeal Fund	251,099	7,758	(3,305)	255,552
	<u>251,099</u>	<u>7,758</u>	<u>(3,305)</u>	<u>255,552</u>

The Premises Appeal fund is for the plan to extend the school building.

**11 Company limited by guarantee**

The company is limited by guarantee, not having a share capital. Every member of the company undertakes to contribute such amounts as may be required (not exceeding £1) to the assets of the company should it be wound up while he or she is a member, or within one year after he or she ceases to be a member, for payments of the company's debts and liabilities contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding up, and for adjustment of the rights of the contributories among themselves.

**13 Analysis of net assets between funds**

	Fixed assets £	Net current assets £	Total £
Restricted funds	-	255,552	255,552
Unrestricted funds	3,016	53,568	56,584
Net assets at the end of the year	<u>3,016</u>	<u>309,120</u>	<u>312,136</u>