THE CENTRE FOR LITERACY IN PRIMARY EDUCATION

England & Wales · Charity number 1092698

Details

Other names	CLPE
Status	Registered
Legal form	Charitable company
Company number	04385537
Registered	2002-06-28
Register	View on the Charity Commission register

Contact

Address	Centre For Literacy In Primary Education Webber Street London SE1 8QW
Phone	02074013382
Email	info@clpe.org.uk
Website	www.clpe.org.uk

Activities

Objects: THE CHARITY'S OBJECTS ARE TO ADVANCE EDUCATION PARTICULARLY IN THE FIELDS OF LANGUAGE AND LITERACY AND WITHOUT PREJUDICE TO THE GENERALITY TO:PROMOTE RESEARCH INTO SUCH FIELDS AND DISSEMINATE THE USEFUL RESULTS; AND DEVELOP AND PROMOTE THE USE OF INFORMATION AND COMMUNICATION TECHNOLOGY IN THE FIELDS OF LANGUAGE AND LITERACY

Activities: Work with all those who are involved in literacy teaching in schools, the publishing industry and the wider system in the UK. Provide training, resources and support to develop and research the teaching of literacy and knowledge about children's literature. Increase awareness effective and creative literacy teaching to influence policy and practice to raise the achievement of children.

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Classification

- **How:** Provides Services, Sponsors Or Undertakes Research
- **What:** Education/training
- **Who:** Children/young People

Geography

- Throughout England

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£1,167,283	£1,264,131	£25,659	16
2023-08-31	£1,336,455	£1,529,146	£122,507	20
2022-08-31	£1,366,908	£1,495,617	£315,198	21
2021-08-31	£1,395,220	£1,352,817	£443,907	20
2020-08-31	£1,540,308	£1,428,463	£401,504	20

Trustees

Name	Role	Appointed
Catherine Rose	Chair	1999-01-01
Benjamin Fletcher		2025-06-01
Helen Antonia Byatt		2017-09-01
Matthew Anthony Wilson Bradbury		2025-06-01
Michelle Money		2025-06-01

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THE CENTRE FOR LITERACY IN PRIMARY EDUCATION

England & Wales - Charity number 1092698

Accounts

Registered number: 04385537
Charity number: 1092698

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Trustees' Report and Financial Statements

For the Year Ended 31 August 2024

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

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The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Reference and Administrative Details of the Charity, its Trustees and Advisers

For the Year Ended 31 August 2024

Trustees

Sonja Afzal
Antonia Byatt
Elizabeth Catford
Jackie Gillan – resigned 31.08.2023
Beverley Greathead – Vice Chair of Trustees and Chair of the Operations Committee
Catherine Rose – Chair of Trustees
Justin Shinebourne - Chair of Finance Committee – resigned 31.12.2024
Cecilia Weiler
Ronnie Woods
Rukhsana Yasmin

Mark Wharrier – Chair of Finance Committee – joined September 2024
Emily Guille-Marrett – joined October 2024

Company registered number

04385537

Charity registered number

1092698

Registered office

Webber Street
London
SE1 8QW

Company Secretary

Rachel Doran - resigned 31 December 2024

Chief executive officer

Rebecca Eaves - appointed 6th December 2023.

Independent auditor

Goldwins Limited
75 Maygrove Road
London
NW6 2EG

Bankers

Barclays Bank plc
53 The Broadway
London
W5 5JS

Santander Business Banking
Bridle Road
Bootle
Liverpool
L30 4GB

Solicitors

Bates Wells
10 Queen Street Place
London
EC4R 1BE

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the audited financial statements of the charity for the year ended 31 August 2024. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the 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 (FRS 102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015) and update Bulletin 2 (effective 1 January 2019).

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Catherine Rose, Chair of Trustees

I am delighted to have continued the position of Chair of Trustees through the year 2023-2024, alongside Beverley Greathead as Vice-Chair of Trustees. We continue to be both excited and committed to ensuring all children benefit from the absolute best literacy teaching which encourages a lifelong love of reading and writing.

Through 2023-24 we were delighted to see the value and importance of CLPE's work recognised in the awarding of National Portfolio Organisation (NPO) status by The Arts Council England and embarked on the first year of what we hope will be an ongoing and fruitful partnership. The NPO status allows us to continue our groundbreaking Reflecting Realities, Power of Pictures and Poetry work as well as sustain our inspiring in print library and poetry archive in our home in Webber Street.

In July 2024, we were excited to return to The National Theatre to host our poetry award, the CLiPPA. The live audience of over 1,200 were joined by an extended online audience who watched the event livestreamed from homes and classrooms and saw the 5 shortlisted poets perform, alongside the children who won the 2024 shadowing scheme.

We built on what we had learnt about ways in which schools access our programme and patterns of engagement and continued to develop our online programme which provides additional content and another route for schools to access our work. More schools, in more places than ever before can now take part in our CPD, in our poetry and picture book work and benefit from our research.

Whilst we've continued to work with closely with schools, teachers and funders throughout the year, it has also been a year of continued change at the Centre. Having said farewell to our Chief Executive, Louise Johns-Shepherd in August 2023, two members of the Senior Leadership Team, Farrah Serroukh and Charlotte Hacking, stepped up as joint interim Chief Executives, ably supported by Finance and Operations Director, Rachel Doran, as Trustees embarked on their search for a new Chief Executive. We're enormously grateful for the additional work they undertook during this period and the manner in which they welcomed and supported our new Chief Executive, Rebecca Eaves, who joined us in January 2024. After a 30 year career in marketing and advertising, Rebecca brought marketing acumen, commercial rigour as well as passion for children's literacy to the role. She was also joined in January by Sarah James who returned from maternity leave as Marketing and Communications Director. The Centre also welcomed a third tenant to the burgeoning Literacy Hub at Webber Street, with the Children's Literacy Charity moving into Cowell room in August 2024.

Sadly, however, the challenging market has meant we have made some difficult decisions regarding other members of staff, making two of our marketing team – Lindsey Gadwah and Kiri Gray – redundant in January 2024, followed by Jamie Wraight and Jonathan Rodgers of the teaching team in May 2024. These team members are keenly missed, though we're grateful to Jonny in particular for his continued support to the teaching team on a freelance basis.

At Trustees level, we were delighted to be joined by Mark Wharrier in September 2024, bringing a wealth of financial experience and expertise to the board and in particular the Finance Committee and Emily Guille-Marrett in October 2024 who has deep knowledge of the educational publishing sector. We're also grateful to Jackie Gillan for her work with us as a Non-voting Member of our Board.
We are pleased to share details of the CLPE's impact with you and proud of the ways in which our research, our resources and our training continue to impact on literacy teaching across the country ensuring that all children

benefit from our work.

Our Team
The CLPE team is made up of teachers, librarians, communicators, project managers and administrators from a range of backgrounds working together in a beautiful old school building in the very middle of London. All our teaching team have recent classroom and leadership experience and they use this to support their research, writing and development of all our courses and materials. As at September 2024 we have a staff of 13 people in full and part time positions as well as a wider team of Associate Teachers working with us around the country. We have 19 Associate Schools who are beacons of practice across England where schools can visit and see CLPE practice thriving. We have a wider team of associates working with us to support the delivery of our extended programme, fundraise, research and support our marketing and communications work. We continue to build partnerships with likeminded organisations ensuring our work and research is disseminated and communicated as widely as possible.

Our Trustees
We are a charity and governed by a board of trustees. Our trustees meet four times a year as an entire board, and we have two committees: Finance & HR Committee and Operations & Evaluation Committee. Trustees also form smaller, time-limited special project committees to support the implementation of our strategic plan and to take forward particular projects. Our Trustees are committed to ensuring that we have the full range of skills and knowledge on our board and work to ensure we are implementing the principles of good governance and working as an effective board. Our board have led the recruitment process for a new Chief Executive to ensure that the charity not only sustains stability in a time of change but can also achieve ambitious growth targets for the future. We have been keen to ensure that our work is guided by delivering our Strategic Plan and Trustees work with the staff to ensure that our organisation and staffing is fit for purpose as we move forward to future years and on our strategic priorities as we fulfil the commitments of our Arts Council National Portfolio Organisation status.

CLPE Trustees

Sonja Afzal
Antonia Byatt
Elizabeth Catford
Jackie Gillan – resigned 31.08.2023
Emily Guille-Marrett – joined October 2024
Beverley Greathead – Vice Chair of Trustees and Chair of the Operations Committee
Catherine Rose – Chair of Trustees
Justin Shinebourne - Chair of Finance Committee – resigned 31.12.2024
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Mark Wharrier – Chair of Finance Committee – joined September 2024
Ronnie Woods
Rukhsana Yasmin

Company Secretary: Rachel Doran (Finance & Operations Director)

2023 – 2024 Review of the Year and Impact

The Centre for Literacy in Primary Education is a UK based children's literacy charity working with early years and primary schools across the country and internationally. Our work raises the achievement of children's reading and writing by helping schools to teach literacy creatively and effectively, supporting children to read and write for purpose and for pleasure. We run professional development courses and research programmes at our literacy library in central London and provide a wide range of teaching resources for Primary teachers. We also conduct research into all areas of primary literacy, using the findings to inform practice and contribute to national and international perspectives on literacy.

Our research shows that children's attainment levels in reading and writing improve when they have access to quality experiences of literacy, using quality children's books and that all teachers have the knowledge and resources to support children become confident, happy and enthusiastic readers and writers.

Our Teacher Training and Development Programmes:

Our training and resources are all based on extensive, externally validated research and on the principles of effective continuing professional development.

In the academic year 2023-2024

- **397** teachers attended a face-to-face training course
- **2270** books given away as part of CLPE training programmes
- **1493** attendees on our online training programme
- **54** schools, nationally and internationally had INSET training delivered by the CLPE Team

- **100%** of respondents rated our In Person training as effective
- **100%** of respondents would recommend our In Person training to someone else
- **97%** of respondents rated our online training as effective
- **98 %**of respondents would recommend our online training to someone else

No one school is the same and what is great about CLPE and the training on offer, is that they recognise this. There is always an emphasis on meeting the needs of the current cohort and what they specifically need as opposed to a one fits all approach.

English Subject Leader, Literacy Leader Forum 2023-24

This was an amazing course that sent me away 'buzzing' with excitement. Learnt how to move the reading into writing, lots of ideas to use with the book and then transfer to other books. This will have great impact on moving writing forward in school.

Teacher, Teaching Writing (in person course) 2023-24

There was so much information, and it was so comprehensively delivered. I will definitely be thinking about lots of things that were said in the webinar, and will apply the things I have learned to my practice.

Teacher, CLPE Online Training 2023-24

An inspirational course with high quality literature shared - giving teachers clear strategies for how to implement the teaching ideas in the classroom!

Great trainer who was very informative. The ideas are all backed up with evidence and research which helped me to learn and it has given me the confidence to try out lots of new ideas with the children.

Teachers, CLPE INSET Days 2023-24

CLPE's Power of Reading Training and School Membership:

CLPE's research around the importance of using quality texts as the basis for English planning and quality teaching is pivotal to our flagship training programme, The Power of Reading.

The programme supports and trains teachers to develop a whole class curriculum for the teaching of English. Using high quality children's literature, the Power of Reading, now entering its twentieth year, drives engagement and attainment for all children in oracy, reading and writing.

- **160** teachers attended Power of Reading training in 2023-24
- **100%** of teachers were introduced to new authors, illustrators and poets and were inspired to seek out new texts.
- **98%** of teachers improved their knowledge of books and authors
- **98%** of teachers and headteachers would recommend our Power of Reading training to someone else
- **98%** of teachers reported that the programme improved their subject knowledge
- **99%** of teachers reported that the programme improved children's engagement in reading
- **98%** of teachers reported that the programme improved children's engagement in writing
- **92%** of teachers reported that the programme raised children's attainment in reading
- **92%** of teachers reported that the programme raised children's attainment in writing
- **94%** of teachers reported children choosing to read more independently in school
- **78%** of teachers reported children choosing to read more independently at home
- **925** schools subscribing to CLPE membership
- **75,801** individual free CLPE members, including teachers and students,
- **71** new, free teaching resources developed and released
- **26** CLPE Associate Schools highlighting how to use the programme to build an effective English Curriculum

Our staff feel supported, empowered and it provides a scaffold to develop their English planning and subject knowledge. Our children are enthusiastic and confident to talk about their reading and writing. Children who are reluctant readers at home, have expressed how much they enjoy reading books in school.

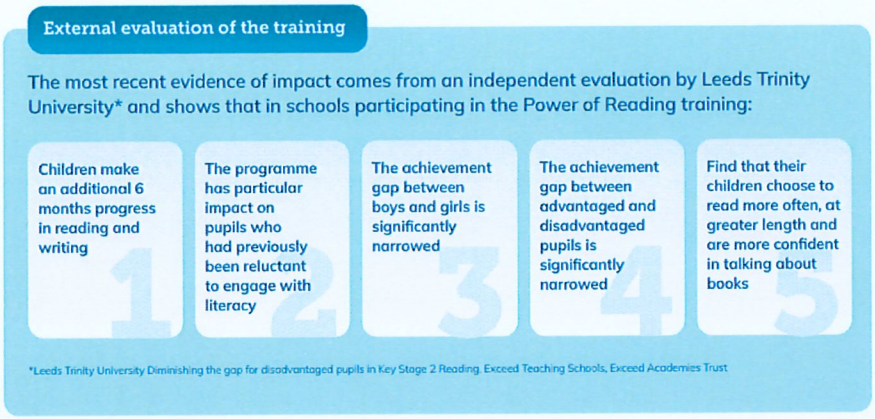
Headteacher, Power of Reading 2023-24

The creative approach to teaching reading and writing increased motivation and engagement for students. Subsequently, attainment was higher in both reading and writing. Importantly, oracy skills are promoted which are key to all areas of literacy. In addition, the value of an entire book (not an extract, not a photocopy) is central to the teaching of literacy skills.

Year 6, Teacher, Power of Reading 2023-24

In implementing the Power of Reading approaches the children enjoy sharing and celebrating their writing together and are confident and excited to do so. We are really proud that every child within KS1 now sees themselves as a writer; they are all motivated to write and have a go. Their writing stamina and fluency has developed and they have become so invested in their own journey as writers as well as having excited anticipation of what will happen next – for themselves and within the text.

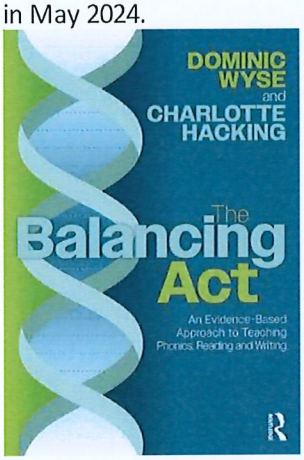
Infant School Teacher, Power of Reading 2023-24



Publications

Building on CLPE's long standing reputation for publishing groundbreaking work in the literacy field, two major publications were released this year.

The Balancing Act: An Evidence-Based Approach to Teaching Phonics, Reading and Writing authored by UCL's Professor Domonic Wyse and CLPE's Learning and Programme Director, Charlotte Hacking was released in May 2024.



The book centres on robust research that shows phonics should be taught hand-in-hand with reading and writing to encourage true literacy and a love of reading, not through narrow synthetic phonics.

The underpinning research of 'The Double Helix of Teaching Reading and Writing' suggests an overhaul of the current system is necessary to bring the 'joy' back into reading; motivating children to read and write is foundational to the balanced approach, and it begins with engaging children through high quality books. CLPE's 50 years of knowledge of high-quality books, teaching experience and research into what works in the classroom, has fed into this model and lies at the heart of our highly successful Power of Reading programme, as well as our wider portfolio of CPD and teaching resources.

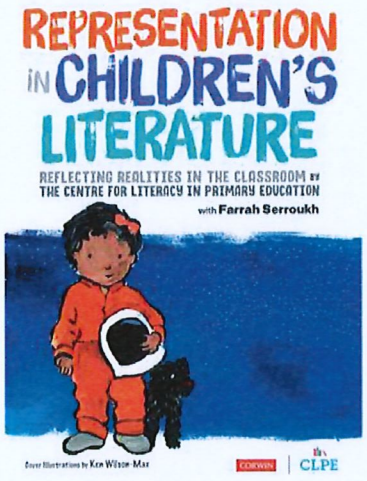
The Balancing Act is an important book, which will move the debate about reading and writing teaching forward in one bound.

Steve Willshaw

Representation in Children's Literature: Reflecting Realities in the Classroom, authored by our Research and Development Director, Farrah Serroukh, was released in April 2024. A practical handbook for teachers, the book explores what Reflecting Realities, teaches us and highlights how engagement with inclusive literature positively impacts school reading cultures and wider teaching and learning.

The book is inspired both by our award-winning Reflecting Realities research, the first UK study looking at diversity in children's literature and by the findings from our Paul Hamlyn Foundation funded Reflecting Realities in the Classroom research project, working alongside 30 teachers over the past 3 years.

We were particularly delighted that the publication features a special foreword by current Children's Laureate and CLPE Patron, Joseph Coelho, and cover illustrations by author/illustrator and CLPE Patron, Ken Wilson-Max



A massively important book that needs to be read and discussed in primary schools across the country.

Jon Biddle

Reflecting Realities

Since the first report in 2018, Reflecting Realities, funded by the Arts Council England annually identifies and evaluates representation within picture books, fiction and non-fiction for ages 3–11. Its findings provide a benchmark to track and understand progress and a toolkit to support both producers and consumers of children's literature to be more critically reflective in the move towards a more inclusive future.

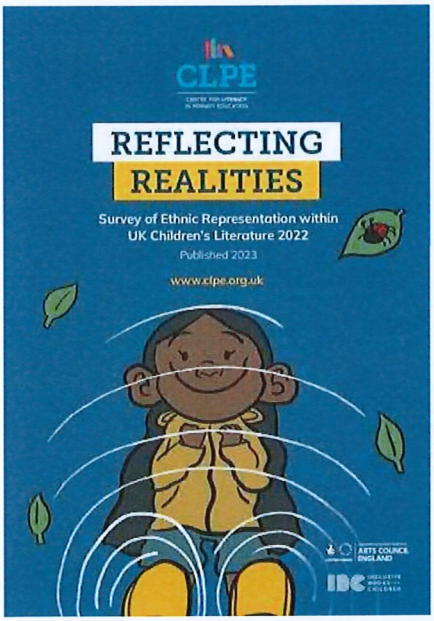
In November 2023, we celebrated the publication of the 6th report. 3,195 children's picturebooks, fiction and non-fiction titles published in the UK in 2022 were eligible for the consideration of this study. This is a marked reduction in eligible titles compared to the previous report. Of these titles, 954 featured racially minoritised characters.

Key findings included:

• 30% of the children's titles published in 2022 featured racially minoritised characters, up from 4% in the first report in 2017.

• For the first year in its history the report showed a decrease in the presence of racially minoritised characters in picturebooks and non-fiction.

• This report welcomed and highlights the breadth of genres representing racially minoritised characters.





It is beyond a doubt that the biggest outcome of this thoughtful, sustained, methodical research has been the increase in well drawn, authentic, representations in children's books. Forty years on, we finally feel we can pick our books from the very best of the best!

The National Poetry Centre for Primary Schools

CLPE is the National Poetry Centre for Primary Schools, an honour bestowed upon us by our Patron, Michael Rosen during his Children's Laureateship. We have an extensive collection of poetry for children at our centre and host a wide range of free resources on our website, including videos of poets and teaching plans to help teachers teach poetry in primary schools. The importance of poetry is central to all our professional development programmes, because we believe it is central to literacy learning and development.
Across the academic year 2023 - 2024, CLPE ran Another Year of Poetry with Michael Rosen: 6 twilight sessions attended by 16 teachers from 15 schools exploring the role, value and teaching of poetry and critically sharing how teachers teach it. The work of the schools, including strategies used and examples of practice shared through the year will be published as a brand new publication for teachers, eponymously named, in 2025.

In 2023, CLPE also partnered with Macmillan Children's Books (MCB) to fund places for 10 teachers to attend our one-day poetry course, 'Teaching Poetry in Primary' led in partnership with award-winning poet Kate Wakeling. This incredible commitment from Macmillan follows our partnership work on *The Big Amazing Poetry Project* in 2022-23, and is in direct response to the finding from our joint poetry survey *Poetry in Primary Schools 2023* that 61% of teachers have never had CPD on poetry.

I really enjoyed the course as a whole and that I took so much away from it. One of the main points in my case study was the importance of providing teachers with high quality CPD, delivered by passionate experts and I think that's exactly what I got from you, Michael and everyone else.

English Subject Leader, Another Year with Poetry 2023-24

Really helpful and engaging. CLPE is an inspiring place to be. So many helpful things in this course. Even feeling the vulnerability as a writer, but how to scaffold to ease process. The poetry spine provided was brilliant and to see the books on display.

Funded Teacher, Teaching Poetry in Primary with Kate Wakeling

The CLPE Poetry Award, CLiPPA

CLPE is also the proud home of CLiPPA – the Centre for Literacy in Primary Poetry Award and the only award for published children's poetry in the UK. Each year, publishers submit their children's poetry books and a panel of expert judges selects a shortlist and the winner. Our Schools Shadowing Scheme runs alongside the CLiPPA, with more than 6000 children from over 300 schools across the country taking part each year, using the free teaching resources created for the shortlisted books to bring poetry to life in the classroom.

The winning schools are given the opportunity to perform on stage with the shortlisted poets at the prestigious award show, hosted this year at the National Theatre and also livestreamed to wider audiences. In this, our 21st year of the award:

- **5** poetry collections were shortlisted
- **1290** views of the online shortlist announcement
- **380** schools shadowed the CLiPPA
- **63** new poet videos were produced to support children's engagement with poetry in the classroom.
- **1056** audience members watched the live award show at the National Theatre
- **13,620** views of the livestreamed show in schools across the country

The CLiPPA Shadowing gave them added reason to perform too. The opportunity of performing at the National Theatre in London opened their eyes to the avenues that were available to them if they really worked hard at it. The winning performance was all down to Daisy, Amelia and Faith: they collected all their props, practiced together, they rehearsed, created their routine. It was wonderful to see them come together over something

that came to mean so much to them, not only as this group of girls but as a class.

Laura Hulme, Teacher of 2024 Shadowing Scheme Winners

CLiPPA is the only award of its kind and really helps to elevate poets and writers. The shadowing scheme is an invaluable way for children to engage and fall in love with poetry. To win this award is just beautiful.

Matt Goodfellow, Winner of the CLiPPA 2024

CLPE: working with publishers and partners

At CLPE, we want to develop close working relationships with key partners and publishers, to become the bridge between schools and high-quality books. Our Literacy Library and Corebooks selections highlight the best of children's literature for the curriculum and book provision, curated by our librarian and expert teaching team.

We work with a range of children's publishers and partners to produce teaching notes, promote high–quality books, host book launches and curate Literacy Library Presents events, as well our librarian recommending books through the *Phoebe's Picks* Instagram videos and booklists.

38 authors, illustrators and poets partnered with us in our work
13 book events took place to promote the use of quality literature
61 books were promoted with publishers
111 visitors were welcomed to use the library

The Power of Pictures

In the impact report for 2022-2023, we released the findings from the Education Endowment Foundation (EEF) Randomised Control Trial of The Power of Pictures programme, which supports teacher's knowledge and understanding of how to develop visual literacy, reading comprehension and the teaching of creative writing. The findings evidenced progress in outcomes for literacy for children who took part in the project and evidence of a link between creativity and drawing and writing.

In 2023-24, through our NPO funding from The Arts Council England, we continued the training programme with renowned author-illustrator Yijing Li for our face-to-face course and Nadia Shireen for the online training.

- 5 new videos of author/illustrators added to the Power of Pictures resources
- 3 new teaching sequences developed

It has been fantastic to work alongside an author and find out about the process of writing a story - inspirational. It has also been brilliant to have time to try out ideas and techniques which can then be used with the children.

Teacher, Power of Pictures with Yijing Li 2023-24

Plans for future periods

To ensure our sustainability and to make sure that we can continue to offer a range of high quality professional development to teachers, we will continue to offer a full programme of online training alongside our face-to-face training, and to focus on making our Membership programme a value for money access route to all our resources for schools, that are continuously updated with our latest research findings. Our online programme and our Membership support schools to access our services in an affordable way when the current economic landscape stretches school budgets and makes attendance at face-to-face training challenging.

We were pleased to achieve National Portfolio Organisation status from Arts Council England and we plan to build on this recognition with our continued research into the importance of inclusive children's books, the significance of picture books to developing literacy and our renowned work highlighting children's poetry.

Core funding from ACE and other trusts and foundations will help us to ensure we can maintain the quality of our free resources and to subsidise our activities so that we can avoid price increases on our courses if possible. We

have continued to benefit from funding for our research programmes in Early Language and inclusive literature and are planning new research projects to support our work in the future. This funding for research ensures we can continue to add to our expert knowledge and disseminate that new knowledge to our community of Schools, Teachers and Partners.

Public benefit
The Charity has had regard to the Charity Commission's guidance on public benefit. We work to improve the life chances of children by ensuring that every child has access to quality experiences of literacy and that all teachers have the knowledge and resources to support children become confident, happy and enthusiastic readers and writers, with all the benefits this brings. We help schools to teach literacy in the most effective way. Our training and resources are all based on credible research and on the principles of effective continuing professional development.
All the money we make from our training courses and materials is used to add to our free resources, fund research and find out more about how to support children's developing literacy.

We've continued to work with First Story and the Fair Education Alliance, as part of a Literacy Advocacy Group to bring together key literacy organisations to make the case for future and further government funding for support for teachers and develop a manifesto for change.

We have also maintained and developed partnerships with independent booksellers including Letterbox Library, Peter's Books, and Love Reading for Kids which delivers discounts for schools on quality texts ordered from the Corebooks selections on our website.

Financial Review
The unrestricted deficit for the year amounted to £77k versus £139k unrestricted deficit in the previous financial year. Despite expectations of a post-pandemic recovery leading to increased school investment in courses and resources, this has continued to be illusive. As long as school budgets remain tight, the enhancement of literacy provision by teacher training is often perceived as a luxury that many schools forego. Consequently, there has been continued weakness in the purchase of our training and resources, resulting in a reduction in income from unrestricted training and associated activities of 10% compared to the previous year.

Income from our premises accounts for 13% of total income (2021/22: 7%) following increased tenant income. We would also like to acknowledge the support of Southwark Council in rent relief provided towards the end of the year.

In response to decreased training and resource purchases, we have undertaken further staff headcount reductions. This strategic measure aims to address the imbalance between our income and expenditure, working towards achieving, at a minimum, a break-even position for the next financial year. Throughout this period, we will actively seek financial support through charitable funding and paid partnerships to sustain our mission of advancing pedagogy and supporting schools. In the medium term, our focus is on expanding and improving our Membership offer and broadening our outreach to schools, with the aim of returning our core services to self-funded sustainability.

Following the financial year end the Trustees conducted a strategic review of our activities and concluded the long term interests of all stakeholders and charitable purpose would best be secured by seeking a combination with another organisation which shares our charitable purpose. During this period the Trustee Board has met on a weekly basis and closely monitored the financial position of the charity.

Going concern
The charity is currently in advanced negotiations with another UK education charity on a combination of both organisations. In this context, the Trustees are confident that the charity is a going concern on the basis that the organisation can continue to meet its obligations for the foreseeable future. Trustees receive the finance reports each term, and consider major dependencies and potential mitigations within the risk assessment reviewed at each meeting.

Investment Policy
The charity's funds are expected to be spent in the medium term, so there are no funds held in investments. CLPE is placing available cash into short term savings accounts to benefit from increased interest rates now available.

Reserves Policy
This policy is reviewed regularly in line with our strategic plan. The current total reserves stand at £25,658.
In deciding the level of reserves that the charity needs to hold, the trustees consider what the reserves are represented by in terms of net assets, and therefore what funds are freely available to spend on any of the charity's purposes. The Trustees consider the funds freely available to spend, to be limited to the unrestricted fund balance and the net value of assets and liabilities that represent cash, or are readily converted into cash. On this basis, cash funds available exceed our total reserves, therefore the Trustees consider the full £25,658 total reserves are available reserves.

Historically, the charity had a reserves policy to hold three months operating expenditure plus three months rent, a policy which has proved challenging given deficits at an operating level. Given the charity is in advanced discussions on a potential combination with another charity, the policy will be reviewed following completion of this transaction.

Structure, Governance and Management

Recruitment and Appointment of Trustees
At year end there were 9 Trustees for the charity who share their extensive expertise from backgrounds in education, publishing, finance, law, public relations, third sector and local government to support the work of the charity. Trustees reviewed the skills, knowledge and expertise of the board as well as the committee structure to ensure that the board is fit for purpose to deliver our strategic plan. Our Chair and Vice-Chair of Trustees undertook their first year of leadership and led the search for and appointment of a new Chief Executive as well as the recruitment of two new Trustees, Mark Wharrier and Emily Guille-Marrett to join the board in Autumn 2024

Risk Management
Throughout the year, the Board of Trustees has conducted regular reviews of the major risks to which the charity is exposed. A risk register is discussed at every Trustee meeting and updated as a consequence of these discussions. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. While we continue to benefit from support from funders, enabling CLPE to maintain and improve our services, this is identified as a risk as the availability of funding can be inconsistent. In the current climate for charities and schools, our plan for our core services to be fully self-sustaining is expected to take a further three years. Internal control risks are minimised by adherence to our Manual of Authorities.
Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure
The Charitable Trust was set up in November 2001 when the organisation was transferred from Local Education Authority (LEA) control.

CLPE is a registered charity and a company limited by guarantee. Its registered office is as shown on page 1. It is governed by its Articles of Association. The management of the Charity is the responsibility of the Trustees who are appointed under the terms of the Articles of Association.

The CLPE has a Board of Trustees that meets each term, in addition to termly meetings of the Finance & HR committee and the Operations & Evaluation Committee.

Trustees are provided with an induction pack which includes the Articles of the Company, information about the duties and responsibilities of charity trustees and further information from the Charities Commission.
There are currently 9 Trustees with a variety of professional backgrounds relevant to the work of the charity.

There are special projects groups convened by the board to develop various projects and the longer-term

strategy. These groups are advisory rather than a decision-making bodies but do have terms of reference agreed by the full trustee board and report to the full trustee meetings.

Day to day responsibility for the provision of the services rests with the Chief Executive along with the Senior Leadership Team. This is guided by a Manual of Authorities which is reviewed regularly.

The Chief Executive is responsible for ensuring that the charity delivers against its charitable objectives and that key performance indicators are met. The Senior Leadership Team has responsibility for the day-to-day operational management of the Centre, income generation and individual supervision and development of the staff team.

Responsibilities of Trustees

The Trustees (who are the directors of The Centre for Literacy in Primary Education for the purposes of company law) are responsible for preparing the 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

Statement of disclosure of information to auditors

The Trustees have confirmed that, so far as they are aware, there is no relevant audit information of which the Company's auditors are unaware, and that they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

Preparation of the report

This report of the Trustees has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

Auditors

The trustees have appointed Goldwins as their auditors. Goldwins have accepted this appointment under Section 485 of the Companies Act 2006.

This report was approved and authorised for issue by the Trustees on 20/5/25 and signed on their behalf by:

.....

Catherine Rose
Chair of Trustees

Opinion

We have audited the financial statements of The Centre for Literacy in Primary Education (the 'charitable company') for the year ended 31 August 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes to the financial statements, 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 2024 and of 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 Companies Act 2006.

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 relating to going concern

We draw attention to Note 1.16 in the financial statements, which indicates that there is a material uncertainty due to low level of reserves. The charity is currently in advanced negotiations with another UK education charity on a combination of both organisations. In this context, the Trustees are confident that the charity is a going concern on the basis that the organisation can continue to meet its obligations for the foreseeable future. This matter as set forth in note 1.16 may cast significant doubt on the company's ability to continue as a going concern.

Our opinion is not modified in respect of this matter.

In auditing the financial statements, we have concluded that the director's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report which includes the directors' prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and

- the directors' report included within the trustees' report has [have] been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charity 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

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
  - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
  - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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.

.....
Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Statement of Financial Activities
(Incorporating Income and Expenditure Account)

For the Year Ended 31 August 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Income from:					
Donations	**2**	143,088	-	143,088	*165,222*
Charitable activities	**3**	835,116	61,491	896,607	*1,084,094*
Other trading activities	**4**	118,733	-	118,733	*74,155*
Investments	**5**	8,855	-	8,855	*12,984*
Total income		**1,105,792**	**61,491**	**1,167,283**	*1,336,455*
Expenditure on:					
Charitable activities	**6**	1,183,008	81,123	1,264,131	*1,529,146*
Total expenditure		**1,183,008**	**81,123**	**1,264,131**	*1,529,146*
Net movement in funds		**(77,216)**	**(19,632)**	**(96,848)**	*(192,691)*
Reconciliation of funds:	**17**				
Total funds brought forward		92,101	30,406	122,507	*315,198*
Total funds carried forward		**14,885**	**10,774**	**25,659**	*122,507*

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Balance Sheet

As at 31 August 2024

	Note	£	2024 £	£	*2023* *£*
Fixed assets:					
Tangible assets	**11**		74,145		*112,344*
Intangible assets	**12**		46,878		*70,496*
			121,023		*182,840*
Current assets:					
Stocks	**13**	13,863		*15,139*	
Debtors	**14**	112,098		*111,817*	
Cash at bank and in hand		184,707		*258,954*	
		310,668		*385,910*	
Creditors: amounts falling due within one year	**15**	**(397,699)**		*(428,506)*	
Net current assets/(liabilities)			**(87,031)**		*(42,596)*
Creditors: amounts falling due after one year	**16**		**(8,333)**		*(17,737)*
Total net assets			**25,659**		*122,507*
Charity Funds	**17**				
Restricted funds			10,774		*30,406*
Unrestricted funds			14,885		*92,101*
Total funds			**25,659**		*122,507*

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

The financial statements were approved and authorised for issue by the Trustees on 20/5/25, and signed on their behalf, by:

Catherine Rose
Chair of Trustees

The attached notes form part of these financial statements.

Company registration number: 04385537

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Statement of Cash Flows

For the Year Ended 31 August 2024

	Note	2024 £	*2023 £*
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	**19**	**(60,951)**	*(132,350)*
Cash flows from investing activities:			
Cash flows from interest		8,855	*12,984*
Purchase of tangible fixed assets		(1,974)	*(4,414)*
Purchase of intangible fixed assets		(10,773)	*(26,198)*
Net cash used in investing activities		**(3,892)**	*(17,628)*
Cash flows from financing activities:			
Repayments of borrowing		(9,404)	*(9,752)*
Cash provided by / (used in) financing activities		**(9,404)**	*(9,752)*
Change in cash and cash equivalents in the year		(74,247)	*(159,730)*
Cash and cash equivalents brought forward		258,954	*418,684*
Cash and cash equivalents carried forward	**20**	**184,707**	*258,954*

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) and the Companies Act 2006.

The Centre for Literacy in Primary Education 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 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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.

1.4 Income

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

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Bank interest is included when receivable.

Income from charitable trading activity is accounted for when earned.

Income from grants where related to performance and specific deliverable is accounted for as the charity earns the right to consideration by its performance.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

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

All expenditure is inclusive of irrecoverable VAT.

1.6 Fixed assets and depreciation
Tangible fixed assets

All assets costing more than £500 are capitalised.

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

Leasehold improvements	-	20% (5 years) Straight line with nil residual value.
Library	-	12.50% (8 years) Straight line with nil residual value.
Furniture and fittings	-	20% (5 years) Straight line with nil residual value.
Computers and equipment	-	25% (4 years) Straight line with nil residual value.

1.7 Intangible assets

Website development costs are capitalised as intangible assets only when the following criteria are met: (i) it is technically feasible to complete the product so it will be available to use; (ii) management intends to complete the product or sell it; (iii) there is ability to use or sell the product; (iv) it can be demonstrated how the software product will generate future economic benefits; (v) the expenditure attributable to the product during its development can be measured reliably. Website development costs are amortised over their useful economic life of 4 years.

1.8 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight-line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

1.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.10 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.11 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.

1.12 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.

1.13 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 within interest payable and similar charges.

1.14 Pensions

Staff up to 2008-09 were eligible for membership of the Local Government Pension Scheme (LGPS), administered by the London Borough of Southwark, which acts as an Administering Authority. The scheme was closed to new staff during that year. The Local Government Pension Scheme was a defined benefit scheme based on final pensionable salary, but from The Centre for Literacy in Primary Education's perspective became a defined contribution scheme during 2013-14. Pension costs charged in the Statement of Financial Activities represent the contributions recommended by the independent actuary and payable by the charity in the year.

Staff not in the Local Government Pension Scheme are eligible for inclusion in a defined contribution scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the scheme.

1.15 Critical accounting estimates and areas of judgment

In the application of the Company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Depreciation and accruals are the areas which give rise to judgement and estimates.

1.16 Going concern

Given the level of reserves, following the financial year end the Trustees conducted a strategic review of the charity's activities and concluded the long term interests of all stakeholders and charitable purpose would best be secured by seeking a combination with another organisation which shares our charitable purpose. During this period the Trustee Board has met on a weekly basis and closely monitored the financial position of the charity. The charity is currently in advanced negotiations with another UK education charity on a combination of both organisations. In this context, the Trustees are confident that the charity is a going concern on the basis that the organisation can continue to meet its obligations for the foreseeable future.

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

2. Income from donations

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Funds awarded	143,088	-	143,088	*165,222*
Total donations	**143,088**	**-**	**143,088**	*165,222*
Total 2023	*165,222*	-	*165,222*	

3. Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Power of Reading	579,664	-	579,664	*624,977*
Courses and conferences	102,850	-	102,850	*159,187*
Funded projects	-	61,491	61,491	*163,494*
Cross sector work	69,162	-	69,162	*61,345*
School CPD	80,109	-	80,109	*71,904*
Publications	3,331	-	3,331	*3,187*
	835,116	**61,491**	**896,607**	*1,084,094*
Total 2023	*920,600*	*163,494*	*1,084,094*	

4. Income from other trading activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Premises income	118,733	-	118,733	*74,155*
Total income from other trading income	**118,733**	**-**	**118,733**	*74,155*
Total 2023	*74,155*	-	*74,155*	

5. Income from investments

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Bank interest receivable	**8,855**	**-**	**8,855**	*12,984*
Total 2023	*12,984*	-	*12,984*	

6. Analysis of resources expended by activities

	Direct costs 2024 £	Staff costs 2024 £	Support costs 2024 £	Total 2024 £	*Total 2023 £*
Awards & Donations	2,003	63,887	70,591	136,481	*165,756*
Funded projects	42,137	62,965	33,336	138,438	*291,410*
Courses and conferences	13,356	45,921	50,740	110,017	*184,986*
Power of Reading	50,884	258,815	285,971	595,670	*651,280*
Cross sector work	5,543	30,880	34,120	70,543	*75,632*
School CPD	4,114	35,768	39,521	79,403	*76,351*
Publication sales	665	1,488	1,644	3,797	*3,197*
Expenditure on trading activities:					
Cost of generating Premises Income	18,194	53,013	58,575	129,782	*80,534*
Total	**136,896**	**552,737**	**574,498**	**1,264,131**	*1,529,146*

7. Support costs

	Total 2024 £	*Total 2023 £*
Legal and professional	3,866	*133*
Rent	95,478	*115,827*
Telephone	6,214	*5,154*
IT costs	33,768	*26,979*
Light and heat	7,447	*13,001*
Rates	12,808	*11,455*
Insurance	12,236	*15,906*
Other premises costs	23,900	*11,017*
Cleaning	18,356	*12,360*
Security	2,640	*1,853*
Publicity and marketing	34,982	*73,834*
Printing, postage and stationery	8,455	*11,306*
Bank charges	273	*358*
Other operating costs	10,976	*6,964*
Wages and salaries	192,180	*188,486*
Depreciation	74,564	*67,575*
Governance costs (note 8)	36,355	*46,723*
Total	**574,498**	*608,931*

The basis of allocation for support costs is according to staff time spent on projects as well as actual expenses incurred.

8. Governance costs

	Unrestricted funds 2024	*Total funds 2023*
	£	*£*
Auditor's remuneration	9,804	*9,804*
Reimbursement of Trustees' expenses	647	*1,402*
Wages and salaries	25,529	*34,282*
Other costs	375	*1,235*
Total	**36,355**	*46,723*

9. Net income/(expenditure)

This is stated after charging:

	2024	*2023*
	£	*£*
Depreciation of tangible fixed assets:		
- owned by the charity	40,173	*43,413*
Amortisation of intangible fixed assets	34,391	*24,162*
Auditor's remuneration - audit	6,667	*8,333*
Operating lease rentals	95,478	*115,827*

During the year, no Trustees received any remuneration (2023 - £Nil).
During the year, no Trustees received any benefits in kind (2023 - £Nil).
During the year, two trustees received reimbursement of expenses of £559 (2023 - Three trustees were reimbursed expenses of £1,402).

10. Staff costs

Staff costs were as follows:

	2024	2023
	£	£
Wages and salaries	660,534	755,194
Social security costs	68,625	65,503
Other pension costs	41,287	50,498
Total	**770,446**	871,195

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

	2024	2023
	No.	No.
Educational staff	6	7
Support staff	10	13
Total	**16**	20

The number of higher-paid employees was:

	2024	2023
	No.	No.
In the band £60,000 - £69,999	2	2
In the band £70,000 - £79,999	-	-
In the band £80,000 - £89,999	-	1

Key management personnel comprises of five (2023: four) members of senior management and the Chief Executive. The total benefits received by key management personnel in the year amounted to £319,350 (2023: £345,191).

11. Tangible fixed assets

	Leasehold improvements £	Library £	Furniture and fittings £	Computers and equipment £	Total £
Cost or valuation					
At the start of the year	137,007	254,121	35,795	62,772	489,695
Additions	1,355	-	-	619	1,974
At the end of the year	**138,362**	**254,121**	**35,795**	**63,391**	**491,669**
Depreciation					
At the start of the year	133,765	155,033	33,204	55,349	377,351
Charge for the year	1,748	31,766	2,316	4,343	40,173
At the end of the year	**135,513**	**186,799**	**35,520**	**59,692**	**417,524**
Net book value					
At the end of the year	**2,849**	**67,322**	**275**	**3,699**	**74,145**
At the start of the year	*3,242*	*99,088*	*2,591*	*7,423*	*112,344*

12. Intangible Fixed Assets

	Website & CRM System £	Total £
Cost or valuation		
At the start of the year	134,647	134,647
Additions	10,773	10,773
Disposals	(11,800)	(11,800)
At the end of the year	**133,620**	**133,620**
Depreciation		
At the start of the year	64,151	64,151
Charge for the year	34,391	34,391
Disposals	(11,800)	(11,800)
At the end of the year	**86,742**	**86,742**
Net book value		
At the end of the year	**46,878**	**46,878**
At the start of the year	*70,496*	*70,496*

13. Stocks

	2024	2023
	£	£
Books stock	**13,863**	*15,139*

14. Debtors

	2024	2023
	£	£
Trade debtors	42,970	*33,745*
Prepayments and accrued income	69,128	*78,072*
Total	**112,098**	*111,817*

15. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Bank loans and overdrafts	10,000	*10,597*
Trade creditors	48,104	*43,285*
Other taxation and social security	16,122	*22,326*
Other creditors	5,985	*17,564*
Accruals and deferred income	317,488	*334,734*
Total	**397,699**	*428,506*

Deferred income

	£
Deferred income at the start of the year	294,657
Amounts released from previous years	(294,657)
Amounts deferred in the year	302,283
Deferred income at the end of the year	**302,283**

Deferred income comprises invoiced or received in the year relating to services to be provided in the next financial year.

16. Creditors: Amounts falling after one year

	2024	2023
	£	£
Bank loan	8,333	*17,737*
Total	**8,333**	*17,737*

17. Statement of funds

Statement of funds - current year

	Balance at the start of the year £	Income £	Expenditure £	Transfers in/(out) £	Balance at the end of the year £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	328,000	-	-	-	328,000
General funds					
General reserves	(235,899)	1,105,792	(1,183,008)	-	(313,115)
Total unrestricted funds	**92,101**	**1,105,792**	**(1,183,008)**	**-**	**14,885**
Restricted funds:					
CLPE infrastructure	30,406	-	(19,632)	-	10,774
Reflecting Realities in the Classroom	-	51,491	(51,491)	-	-
CLIPPA 2024	-	10,000	(10,000)	-	-
Total restricted funds	**30,406**	**61,491**	**(81,123)**	**-**	**10,774**
Total funds	**122,507**	**1,167,283**	**(1,264,131)**	**-**	**25,659**

Designated Funds
The operating cost reserve represents amounts set aside to provide financial stability should CLPE suffer unexpected events, losses of income or large unbudgeted expenses. It is calculated in line with the Reserves Policy, at 3 months operating costs plus a further 3 months rent.

Restricted Funds
CLPE infrastructure - a restricted funding grant was received to support the development of a new CRM system.

Improving Vocabulary is an annual programme, in partnership with Dolly Parton's Imagination Library. It is funded by the Charity of Sir Richard Whittington, which is administered by The Mercers' Foundation. It is expected to run for 3 years.

The Reflecting Realities survey is anticipated to be ongoing. In 2022 restricted funding was received from Arts Council England.

Reflecting Realities in the Classroom is a 3 year programme funded by the Paul Hamlyn Foundation.

The CLIPPA is an award for published poetry for children in the UK. In 2022 and 2023 restricted funding was received from The Authors Licensing and Collection Society in support of the event.

17. Statement of funds (continued)

Statement of funds - prior year

	Balance at the start of the year £	*Income* £	*Expenditure* £	*Transfers in/(out)* £	*Balance at the end of the year* £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	*328,000*	-	-	-	*328,000*
General funds					
General reserves	*(96,894)*	*1,172,961*	*(1,311,966)*	-	*(235,899)*
Total unrestricted funds	*231,106*	*1,172,961*	*(1,311,966)*	-	*92,101*
Restricted funds:					
CLPE infrastructure	-	*67,664*	*(37,258)*	-	*30,406*
Improving Vocabulary	*75,349*	-	*(75,349)*	-	-
Reflecting Realities Survey 2022	*3,860*	-	*(3,860)*	-	-
Reflecting Realities in the Classroom	-	*85,830*	*(85,830)*	-	-
CLIPPA 2022	*4,883*	-	*(4,883)*	-	-
CLIPPA 2023	-	*10,000*	*(10,000)*	-	-
Total restricted funds	*84,092*	*163,494*	*(217,180)*	-	*30,406*
Total funds	*315,198*	*1,336,455*	*(1,529,146)*	-	*122,507*

18. Analysis of net assets between funds

Analysis of net assets between funds – current year

	Unrestricted funds 2024 £	**Restricted funds 2024** £	**Total funds 2024** £
Tangible fixed assets	74,145	-	74,145
Intangible fixed assets	46,878	-	46,878
Current assets	299,894	10,774	310,668
Creditors due within one year	(397,699)	-	(397,699)
Creditors due after one year	(8,333)	-	(8,333)
Total	**14,885**	**10,774**	**25,659**

18. Analysis of net assets between funds (continued)

Analysis of net assets between funds – prior year

	Unrestricted funds	*Restricted funds*	*Total funds*
	2023	*2023*	*2023*
	£	*£*	*£*
Tangible fixed assets	*112,344*	*-*	*112,344*
Intangible fixed assets	*70,496*	*-*	*70,496*
Current assets	*355,504*	*30,406*	*385,910*
Creditors due within one year	*(428,506)*	*-*	*(428,506)*
Creditors due after one year	*(17,737)*	*-*	*(17,737)*
Total	*92,101*	*30,406*	*122,507*

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

Net expenditure for the year (as per the Statement of Financial Activities)	(96,848)	*(192,691)*
Adjustment for:		
Depreciation	74,564	*67,575*
Disposals of fixed assets	-	-
Interest, rent and dividends from investments	(8,855)	*(12,984)*
Increase/(decrease) in stock	1,276	*752*
(Increase)/decrease in debtors	(281)	*(2,449)*
Increase/(decrease) in creditors	(30,807)	*7,447*
Net cash (used in)/provided by operating activities	**(60,951)**	*(132,350)*

20. Analysis of cash and cash equivalents

	2024	*2023*
	£	*£*
Cash in hand	184,707	*258,954*
Total	**184,707**	*258,954*

21. Pension commitments

The charity's employees belong to one of two pension schemes: The Pension Trust scheme (PT) for academic and related staff and, for non-teaching staff. The Local Government Pension Scheme (LGPS) for non-teaching staff. Both The LGPS scheme and The PT scheme are defined contribution schemes.

No contributions were payable to the LGPS at 31 August 2024 ((2023: £589)) or to the PT as at 31 August 2024 (2023: £7,063). All amounts are included within creditors at the year-end.

21. Pension commitments (continued)

Local Government Pension Scheme

The Local Government Pension Scheme (LGPS) is a funded defined-contribution scheme, with the assets held in separate trustee-administered funds.

Since 1 April 2014, the London Borough of Southwark has introduced a policy whereby Centre for Literacy in Primary Education's pension risk as an admitted body is underwritten by London Borough of Southwark. Centre for Literacy in Primary Education's contribution rate has been fixed at the rate certified by the 2010 triennial actuarial valuation for as long as the charity remains an employer in the fund. As the Council is now taking responsibility for any deficits and the charity has a fixed contribution rate, the scheme is now a defined contribution scheme for accounting purposes.

The agreed contribution rates for future years are 24.1% of pensionable pay for CLPE in respect of future accrual of benefits for active members. For employees, contributions are dependent on the level of their full-time equivalent salary ranging from 5.5% to 10%.

The total contribution made for the year ended 31 August 2024 was £4,394 (2023: £6,228), of which employer's contributions totalled £3,542 (2023: £5,070) and employees' contributions totalled £852 (2023: £1,158).

The Pension Trust Scheme

The Pension Trust Scheme (PT) is a defined contribution scheme.

The employer's contribution rates during the year were 6%. The employees' contribution rates during the year were 5%.

The total contribution made for the year ended 31 August 2024 was £68,245 (2023: £81,627), of which employer's contributions totalled £37,746 (2023: £45,023) and employees' contributions totalled £30,499 (2023: £36,604).

22. Operating lease commitments

At the year-end, the total of Charity's future minimum lease payments under non-cancellable operating leases was:

	Land and buildings		Other	
	2024	*2023*	**2024**	*2023*
	£	£	**£**	£
Amounts payable:				
Within 1 year	115,916	*115,916*	1,806	*3,940*
Between 1 and 5 years	463,664	*463,664*	-	*1,806*
After more than 5 years	1,400,652	*1,516,568*	-	-
Total	**1,980,232**	*2,096,148*	**1,806**	*5,746*

23. Related party transactions

One Trustee is nominated by the London Borough of Southwark, as outlined in The Centre for Literacy in Primary Education's Articles of Association.

THE CENTRE FOR LITERACY IN PRIMARY EDUCATION

England & Wales - Charity number 1092698

Accounts

Registered number: 04385537
Charity number: 1092698

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Trustees' Report and Financial Statements

For the Year Ended 31 August 2023

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

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The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Reference and Administrative Details of the Charity, its Trustees and Advisers

For the Year Ended 31 August 2023

Trustees

Sonja Afzal
Antonia Byatt
Elizabeth Catford
Jackie Gillan – resigned 31.08.2023
Beverley Greathead – Vice Chair of Trustees and Chair of the Operations Committee
Ramon Kaur – resigned 31.08.2023
Catherine Rose – Chair of Trustees
Justin Shinebourne - Chair of Finance Committee
Valerie Todd – resigned 14.09.2023
Cecilia Weiler
Ronnie Woods
Rukhsana Yasmin

Company registered number

04385537

Charity registered number

1092698

Registered office

Webber Street
London
SE1 8QW

Company Secretary

Rachel Doran

Chief executive officer

Louise Johns-Shepherd – resigned 31.08.2023

Independent auditor

Goldwins Limited
75 Maygrove Road
London
NW6 2EG

Bankers

Barclays Bank plc
53 The Broadway
London
W5 5JS

Santander Business Banking
Bridle Road
Bootle
Liverpool
L30 4GB

Solicitors

Bates Wells
10 Queen Street Place
London
EC4R 1BE

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the audited financial statements of the charity for the year ended 31 August 2023. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the 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 (FRS 102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015) and update Bulletin 2 (effective 1 January 2019).

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Catherine Rose, Chair of Trustees

I was delighted to be elected to the position of Chair of Trustees with effect from September 2022 alongside Beverley Greathead who was elected to the position of Vice-Chair of Trustees. We are both excited to have this opportunity and are committed to ensuring all children benefit from the absolute best literacy teaching which encourages a lifelong love of reading and writing.

In 2022, CLPE celebrated its fiftieth year, marking this with a two-day conference celebrating the rich contribution and legacy of our work across the education, publishing and charity sectors. We were joined by patrons, authors, illustrators, poets and schools as part of these celebrations. The overwhelming engagement and response to this significant milestone in our history is testament to the work of staff past and present and its evidenced and sustained impact on the work of teachers and the outcomes of children.

In 2023, we were delighted to see the value and importance of CLPE's work recognised in the awarding of National Portfolio Organisation (NPO) status by The Arts Council England, confirming our place as a key player in the literacy teaching landscape. This allows us to continue our groundbreaking Reflecting Realities, Power of Pictures and Poetry work.

In July 2023, we were delighted to return to The National Theatre to host our poetry award, the CLiPPA. The live audience of over 800 were joined by an extended online audience who watched the event livestreamed from homes and classrooms and saw the 5 shortlisted poets perform, alongside the children who won the 2023 shadowing scheme.

We built on what we had learnt about ways in which schools access our programme and patterns of engagement and continued to develop our online programme which provides additional content and another route for schools to access our work. More schools, in more places than ever before can now take part in our CPD, in our poetry and picture book work and benefit from our research.

This was another year of goodbyes and hellos. In October 2022, our Office Administrator, Yve Goldsmith, retired after a remarkable 18 years of dedicated service. Yve was a constant source of support to our staff and our course attendees and we thank her for her diligence and conscientiousness. Our long-standing Business Development Manager, Gwyneth Dear retired in April 2023. During her time, Gwyneth was instrumental in the project management of the Power of Reading programme, and in the peak of 2017-18 helped us to deliver the programme across England to the largest number of schools in the history of the programme. We welcomed a new Centre Manager, Amy Edwards in June 2023, following the departure of Ghazanfar Ajaz. And in August 2023, we also bid farewell to Emma Skelley, our membership officer and our Chief Executive, Louise Johns-Shepherd.

We are all incredibly proud to be Trustees of The Centre for Literacy in Primary Education and fully committed to its charitable purpose. As the latest custodians in its 50-year history, in 2023 we began our search for an exceptional leader, and inspirational advocate to secure our centenary for others to come. Our departing Chief Executive has transformed the CLPE during the 10 years of her tenure, and in many respects is irreplaceable. So, our search was to find the right person to advance the CLPE for the next 10 years and beyond. Our new Chief Executive will be announced early in 2024.

Jackie Gillan served as a trustee and member of the Finance Committee since 2014 and we are extremely grateful for the sound knowledge, advice and expertise she has shown us through a period of growth and then uncertainty when the pandemic hit. Jackie brought her tremendous experience in the world of finance to her role and we benefited from her insights and commitment to our work and sustained success. She has kindly agreed to extend her work with us as a Non-voting Member of our Board for a further year. Ramon Kaur stepped down from her Trustee role at year-end and Valerie Todd stepped just down after year-end. We are incredibly thankful for their contributions.

We are pleased to share details of the CLPE's impact with you and proud of the ways in which our research, our resources and our training continue to impact on literacy teaching across the country ensuring that all children benefit from our work.

Our Team

The CLPE team is made up of teachers, librarians, communicators, project managers and administrators from a range of backgrounds working together in a beautiful old school building in the very middle of London. All our teaching team have recent classroom and leadership experience and they use this to support their research, writing and development of all our courses and materials. As at September 2023 we have a staff of 18 people in full and part time positions as well as a wider team of Associate Teachers working with us around the country. We have 19 Associate Schools who are beacons of practice across England where schools can visit and see CLPE practice thriving. We have a wider team of associates working with us to support the delivery of our extended programme, fundraise, research and support our marketing and communications work. We continue to build partnerships with likeminded organisations ensuring our work and research is disseminated and communicated as widely as possible. Following the resignation of the Chief Executive in March 2023, we embarked on a recruitment process to hire a new Chief Executive who would build on the fifty-year legacy of our work and take the organisation forward ino the next fifty years.

Our Trustees

We are a charity and governed by a board of trustees. Our trustees meet four times a year as an entire board, and we have two committees: Finance & HR Committee and Operations & Evaluation Committee. Trustees also form smaller, time-limited special project committees to support the implementation of our strategic plan and to take forward particular projects. Our Trustees are committed to ensuring that we have the full range of skills and knowledge on our board and work to ensure we are implementing the principles of good governance and working as an effective board. Our board have lead the recruitment process for a new Chief Executive to ensure that the charity not only sustains stability in a time of change but can also achieve ambitious growth targets for the future. We have been keen to ensure that our work is guided by delivering our Strategic Plan and Trustees work with the staff to ensure that our organisation and staffing is fit for purpose as we move forward to future years and on our strategic priorities as we fulfil the commitments of our Arts Council National Portfolio Organisation status.

CLPE Trustees

Sonja Afzal
Antonia Byatt
Elizabeth Catford
Jackie Gillan – resigned 31.08.2023
Beverley Greathead – Vice Chair of Trustees and Chair of the Operations Committee
Ramon Kaur – resigned 31.08.2023
Catherine Rose – Chair
Justin Shinebourne - Chair of Finance Committee
Valerie Todd – resigned 14.09.2023
Cecilia Weiler
Ronnie Woods
Rukhsana Yasmin

Company Secretary: Rachel Doran (Finance & Operations Director)

2022-2023 – Review of the Year and Impact

In 2022-23, our leadership team have focussed on the challenges of managing our charity as we face continued cost of living and financial pressure on the education and charity sectors, to ensure our organisation continues to work in the best way possible for the needs of our beneficiaries. We have continued to provide our online programme offer as a way of ensuring affordable and wide-reaching access to our high-quality training and to disseminate findings from our research programme.

We were pleased to successfully secure Arts Council England National Portfolio Organisation status in April 2023. This affirmed the importance of CLPE's groundbreaking work on diversity in children's literature, creativity as part of the curriculum and of our work and legacy as a nationally significant cultural organisation.

This year we have continued to undertake research and produce resources that we know schools and the publishing community have come to rely on. We completed our three-year longitudinal study into the impact of access to high quality texts in homes and classrooms alongside creative approaches to literacy teaching in the Early Years Foundation Stage, funded by the Mercers Company as trustee of the charity of Sir Richard Whittington. The findings were published in September 2023 to disseminate the findings to a wider audience. We completed the second year of a three-year longitudinal study into the impact of choosing and using representative literature in classrooms and engaging meaningfully with creatives of colour as part of the Reflecting Realities in the Classroom project, funded by the Paul Hamlyn Foundation. We also embarked on a collaborative research project on Poetry in Primary Classrooms with Macmillan Children's books, conducting a survey into poetry provision and providing training for 30 schools with pupil populations from disadvantaged backgrounds. The findings were shared as part of the National Poetry Day 2023 celebrations.

We remain steadfast in our determination to provide the best quality literature and learning experiences to as many children as possible through our programme, research and resources which are highly regarded and evidenced to improve literacy outcomes for all.

Our purpose and our mission

The Centre for Literacy in Primary Education is a UK based children's literacy charity working with primary schools Our work raises the achievement of children's reading and writing by helping schools to teach literacy creatively and effectively and supporting children to read and write for purpose and for pleasure. run professional development courses and research programmes at our literacy library in central London and provide a wide range of teaching resources for Primary teachers. We also conduct research into all areas of primary literacy, using the findings to inform practice and contribute to national and international perspectives on literacy.

We want to improve the life chances of children by ensuring that every child has access to quality experiences of literacy, using quality children's books and that all teachers have the knowledge and resources to support children become confident, happy and enthusiastic readers and writers, with all the benefits this brings.

Our Teacher Training and Development Programmes:

We help schools to teach literacy in the most effective way. Our training and resources are all based on credible research and on the principles of effective continuing professional development. Teachers and schools who learn from our work do so to raise the achievement and attainment of their children in literacy in an effective and sustainable way, to support the development of a lifelong love of reading and writing in their children.

- **488** teachers attended a face-to-face training course
- **2636** books given away as part of CLPE training programmes
- **100%** of respondents rated our face-to-face training as effective
- **100%** of respondents would recommend our face-to-face training to someone else
- **1811** attendees on our online training programme
- **98%** of respondents rated our online training as effective
- **97%** of respondents would recommend our online training to someone else
- **82** schools, nationally and internationally had INSET training delivered by the CLPE Team

As a newly appointed shadow lead who ended up being thrown into the role of lead due to an unpredicted

maternity leave; this course has been my backbone of a lot the work I have done in school. The course has been absolutely relevant and has given me the confidence to lead a subject in my second year of teaching. Thank you!

Shannon Corsan, St Helens Catholic Primary School, Developing the Role of the English Subject Leader 2022-23

It's an eye-opening course that makes you look at the teaching of phonics in a much broader way, beyond a phonic programme and this is what children need. It will help you to use phonics in a more meaningful context.

Monira Rahman, Roman Road Primary School, Phonics in a Rich Reading Curriculum 2022-23

Excellent models of strategies that can be used in daily practice. Great reminders of high-quality texts and the variety that can be used. The professionalism of the delivery and clear understanding of teaching and its challenges. A really great training day that supports staff and builds confidence around writing and the teaching of writing.

Jamie Gould, Holbrook Primary School, Teaching Writing INSET

CLPE's Power of Reading Training and School Membership:
CLPE's research around the importance of using quality texts as the basis for English planning and quality teaching and to provide reflective professional development is embodied in our flagship training programme, The Power of Reading.

The programme supports schools to build a curriculum for English based on high quality children's literature, raising engagement and attainment for all children in oracy, reading and writing.

- **146** teachers attended Power of Reading training in 2022-23
- **1120** books given to schools as part of the training programme
- **100%** of teachers improved their knowledge of books and authors
- **100%** of respondents would recommend our Power of Reading training to someone else
- **97%** of teachers reported that the programme improved children's engagement in reading
- **89%** of teachers reported that the programme raised children's attainment in reading
- **95%** of teachers reported children choosing to read more independently in school
- **97%** of teachers reported that the programme improved children's engagement in writing
- **1405** schools with a CLPE website membership
- **216** book recommendations and teaching plans available to members
- **86** home learning resources to support continuity of learning outside the classroom
- **20** CLPE Associate Schools highlighting how to use the programme to build an effective English Curriculum

The impact has been immeasurable in our school. A notable success has been in the teacher's confidence to review a text and decide whether it provides the richest learning experiences for children. It has helped teachers to look carefully at the opportunities that can come from a key text and how it can open up the imagination of the children. This in turn, has enabled our English curriculum to become more creative and engaging for both teachers and children. Children have been fully immersed in the key texts and have been able to recognise that they are all creative writers and that their imagination can lead to inspiring and innovative outcomes.

Caitlyn Blyth, Patcham Infant School

The impact it had on their writing was immediately noticeable. The majority of the class were enthused by the stories, motivated to write and relished the opportunity. The amount pupils wrote gradually increased, but not only that, they were also more confident in using new vocabulary and stylized writing, which will be reflected in my class data. I think the most meaningful example for me, was when one of the boys said to me "I love English. It's my favourite lesson". The children now cheer when they see English on the timetable and to top it off, one of my children wrote a story at home he wanted to read to the class which has now started a trend for writing stories at home!

Paloma Philimore, Year 3 teacher, St Bernadette's Catholic Primary School

'It is without a doubt that the implementation of the Power of Reading techniques and approaches has improved reader engagement, substantially within the class. This newly-found love of reading has also ultimately led to a large desire to write when linked to the class text. The quality of the writing has proved to be much more knowledge-rich, with a clear purpose for writing, due to the analysis of texts and also the language rich discussions in lessons, for all children.
Writing content proved to be much more purposeful and the sophistication and language had evidently improved ten-fold. Ultimately, this had an ultra-positive knock-on effect on reading attainment too. It seems that writing and reading really do like to hold hands.'

Michelle Morys, Shottery St Andrews Primary School, Stratford-Upon-Avon.

The Power of Reading in the Early Years research programme
In 2013–14, we developed the Power of Reading in the Early Years programme, designed to investigate its impact in Early Years settings. Training, teaching approaches and text choices were specifically tailored to the unique needs of Early Years teachers and children. After evaluating the initial impact on participating schools, we were successful in securing a grant from the Mercers' Company as trustee of the Charity of Sir Richard Whittington. This generous investment, awarded as part of their Early Years Special Initiative, enabled us to enrich the programme to include home reading provision and to further investigate and externally evaluate impact.

From 2020–2023 we worked with 30 schools across Tower Hamlets, Hackney and Camden, in a new partnership with the Imagination Library UK. Building on the foundations of the Power of Reading in the Early Years programme, we worked with the Imagination Library UK, to provide children with quality texts in their homes to evaluate the added value and impact on the communication, language and literacy engagement and attainment of children in Reception. The project, evaluated by the Institute for Employment Studies (IES) and the Sutton Trust, has taught us a great deal about the best ways in which to lay firm foundations for developing literacy in the Early Years. We are delighted to be able to share this new addition to our existing evidence base with a wider audience, so that as many children as possible can benefit from deep, meaningful and authentic experiences of literacy learning.

- **32** schools and **1,461** Reception and Nursery children from three London boroughs were involved
- The gap between disadvantaged children and their peers was smaller in project schools compared to all pupils within the local area.
- The Year 1 phonics screening check results were higher for participating schools within Tower Hamlets and Hackney compared to the local population.

Summary of Findings:

- Early Years teachers benefit from a specifically designed, resourced and sustained professional development programme aimed at increasing both content and pedagogical subject knowledge.
- Reading, revisiting and responding to a high-quality text over a sustained period improves communication and language development and supports authentic writing processes and opportunities.
- Book ownership increases parental engagement and opportunity for home reading experiences as well as building reader identity.
- Social reading experiences of a wide range of quality texts at home and in school increases children's enthusiasm and motivation as independent readers.
- Active approaches to storytelling support children to engage independently in imaginative play and storymaking and better understand narrative structures, characters and themes.
- Children are more engaged by high-quality texts with strong human themes, especially those in which they see themselves reflected in the characters or story worlds.
- Poetry is integral to early language and literacy development.

It has made such an impact in terms of teacher subject knowledge and the outcomes for our children. There is a buzz about reading and because the texts are so well linked to our curriculum model teachers have been able to bring the texts alive, which has meant that the children are having access to a wide range of experiences which get them talking!

Sophie Laws, EYFS Leader, Primary Advantage Federation, Hackney

Reflecting Realities
The Reflecting Realities report, identifies and evaluates representation within picture books, fiction and non-fiction for ages 3–11 and provides a benchmark to track and understand progress and a toolkit to support both producers and consumers of children's literature to be more critically reflective in the move towards a more inclusive future.
In 2022, we celebrated the publication of the 5th report

- **5** Annual Reflecting Realities Reports produced
- Internships created to support the processing of the books, training interns to
- books processed for the Reflecting Realities Survey 2022

"The work that CLPE does and the publication of the Reflecting Realities Report has become such an important benchmark in the publishing calendar providing crucial insight into our industry..."
Denise Johnstone-Burt Publishing Director, Walker Books

Reflecting Realities in the Classroom Research Programme
Alongside the publication of the report, CLPE have received funding from Paul Hamlyn Foundation to deliver a 3-year research project bringing quality representative literature into the classroom to investigate the impact this has on children's literacy outcomes.

It aims to support ten London primary schools in the Wandle Learning Trust to be more critically reflective and actively engaged in ensuring inclusive and anti-racist practices in Literacy teaching and learning. It seeks to achieve this through arts-based approaches and working alongside published authors, poets and illustrators of colour. The invaluable benefit of conducting a longitudinal study of this nature means that we have been able to build and sustain meaningful engagement with the practitioners and observe impact on the same group of children over time. The final outcomes of the research will be published in 2024-25.

- **10** schools, **20** teachers and **10** project leads have been trained so far.
- **289** children are involved in the project.
- **6** practicing authors, illustrators and poets have developed and delivered the training alongside the CLPE Team.
- **6** teaching sequences have been developed to show how to use reflective texts in the classroom sharing inclusive practices.
- **24** new video resources have been developed showcasing the work of creators of colour.

Participating in this course has had a very deep and far-reaching impact on our literacy provision. The teachers have grown in confidence in their expertise in teaching writing and choosing high-quality children's literature. Pupils' engagement with their writing has increased tremendously. They are proud of their work and eager to share it with an audience.
Aylea Abbasi, Regina Coelhi School

It has massively changed the awareness and confidence of the teachers in terms of knowledge and celebration of authors, illustrators and protagonists of colour and own voice representation. It has been inspiring for the teachers to benefit from the direct contact with authors and illustrators. The way the English Lessons have become the spark for the children's learning and ideas is remarkable and an amazing testament to the inspiring nature of both the CLPE planning units and the teacher's delivery.
Jessica Cunningham, Ravenstone Primary

The National Centre for Poetry in Primary Schools
CLPE is the National Poetry Centre for Primary Schools. We have an extensive collection of poetry for children at our centre and host a wide range of free resources on our website, including videos of poets and teaching plans to help teachers teach poetry in primary schools. The importance of poetry is central to all our professional development programmes, because we believe it is central to literacy learning and development. We are also proud to run the CLiPPA – the Centre for Literacy in Primary Poetry Award. This is the only award for published children's poetry in the UK. Each year, publishers submit their children's poetry books and a panel of expert judges selects a shortlist and the winner. Our Schools Shadowing Scheme runs alongside the CLiPPA. More than 6000 children from 200 schools across the country take part each year. They use the free teaching resources we create for the shortlisted books to bring poetry to life in the classroom.

We are delighted to work with a range of poetry partners. As well as being a National Poetry Day partner, producing all the resources for Primary Schools, we are also part of the Poetry By Heart Consortium and the Children's Poetry Summit.

In 2022-23, CLPE partnered with Macmillan Children's Books (MCB) to work together on a new initiative, The Big Amazing Poetry Project. The project celebrated 30 years of MCB's award-winning poetry list for children and CLPE's 50-year legacy of work and research. The project started with a survey to gain a fuller picture of the place of poetry in primary schools and a research project, involving 30 schools, which aimed to support them to embed poetry fully into classrooms and also in children's choices when reading for pleasure. We will publish the findings from the project in an updated version of our Poetry: What We Know Works booklet for National Poetry Day 2023.

The CLPE Poetry Award, The CLiPPA
CLPE is the National Poetry Centre for Primary Schools. As part of this role, we run the CLiPPA – the only award presented solely for published children's poetry. As part of the award, we also operate a school shadowing scheme to engage teachers and children with the collections shortlisted for the annual prize, giving winning schools the opportunity to perform on stage with the shortlisted poets at the prestigious award show, which is also livestreamed to wider audiences.

- **5** poetry collections involving **6** poets were shortlisted for the award.
- **1290** children watched the live shortlist announcement
- **290** schools shadowed the CLiPPA this year.
- **60** new poet videos were produced to support children's engagement with poetry in the classroom.
- **5** new Teaching sequences were written for the 5 shortlisted titles to support the teaching of poetry in the classroom.
- **800** audience members watched the live award show at the Southbank Centre
- **3450** children watched the award show livestream from schools across the country

After the performance, the children told me that this was a day they would never forget and it is one that I won't forget in a long time either. Being chosen to take part in such an amazing event was wonderful but I know that the effects of this day will but much more far-reaching. As a result of our participation in the shadowing scheme, the children have entered into a long-term relationship with poetry. They are no longer afraid of reading, discussing, writing and performing poetry and they talk about it with such passion.

Angela Murphy, Teacher, St Margaret Mary's, Manchester

To be singled out by CLPE, an organisation that's doing so much good for literacy, for teachers and children—well, we absolutely could not be more gratified. I just love their "shadowing scheme" and the way the children interpret the poems. It's so joyful!

Connie Wanek, Poet, Winner of the CLiPPA 2023

Raising the profile of quality children's literature
At CLPE, we want to develop close working relationships with key partners and publishers, to become the bridge between schools and high-quality books. Our Literacy Library and Corebooks selections highlight the best of children's literature for the curriculum and book provision, curated by our librarian and expert teaching team.

We work with a range of children's publishers and partners to produce teaching notes, promote high–quality books, host book launches and curate Literacy Library Presents events, as well our librarian recommending books through the *Phoebe's Picks* Instagram videos and booklists.

- **60** new free teaching resources were created to support the use of books in the classroom
- **18** new free teaching resources were created to support books shortlisted for major awards
- **7** book events took place to promote the use of quality literature
- **22** Authors, illustrators and poets partnered with us in our work
- **358** books were given away to schools as part of promotions and competitions

David Fickling Books have held a number of launch events at CLPE over the years and have always found the team hugely helpful and enthusiastic in their support. The library space is utterly unique in the market, and an excellent and flexible space to hold events - the surrounding books and stunning artwork just add to the sense of excitement throughout the evening.

Fraser Hutchinson, David Fickling Books

The Power of Pictures

In last year's impact report, we released the findings from the Education Endowment Foundation (EEF) Randomised Control Trial of The Power of Pictures programme, which supports teacher's knowledge and understanding of how to develop visual literacy, reading comprehension and the teaching of creative writing. The findings evidenced progress in outcomes for literacy for children who took part in the project and evidence of a link between creativity and drawing and writing.

- **101** schools and **2674** pupils were involved in the trial
- **+1 month** progress in writing scores
- **+1 month** additional progress in writing scores for pupils eligible for Free School Meals (FSM)
- **+2 months** progress in writing self-efficacy
- **+2 months** progress in writing creativity (ideation)

In 2022-23, through our NPO funding we continued the training programme with renowned author-illustrator Nadia Shireen for our face-to-face course and CLPE Patron Ed Vere for the online training.

- **8** new videos of author/illustrators added to the Power of Pictures resources
- **3** new teaching sequences developed

I found the course absolutely inspiring - a few of the children in my class have real difficulty accessing literacy and I am confident that this can be a way in for them, providing me with strategies for supporting their work even in non-picture books.

Bridget Murphy, Elmwood School

Public benefit

The Charity has had regard to the Charity Commission's guidance on public benefit. We work to improve the life chances of children by ensuring that every child has access to quality experiences of literacy and that all teachers have the knowledge and resources to support children become confident, happy and enthusiastic readers and writers, with all the benefits this brings. We help schools to teach literacy in the most effective way. Our training and resources are all based on credible research and on the principles of effective continuing professional development.

All the money we make from our training courses and materials is used to add to our free resources, fund research and find out more about how to support children's developing literacy.

We've continued to work with the Fair Education Alliance alongside other key literacy organisations, following our work on the manifesto for change, to make the case for future and further government funding for support for teachers and for the benefit of the most disadvantaged pupils.

We have also maintained and developed partnerships with independent booksellers including Letterbox Library, Peters Books, and Love Reading for Kids which delivers discounts for schools on quality texts ordered from the Corebooks selections on our website, as well as giving away more than 2636 books to primary schools through our learning and research programme and 335 books through competitions and #FridayGiveaways.

Plans for future periods
To ensure our sustainability and to make sure that we can continue to offer a range of high quality professional development to teachers, we will continue to offer a full programme of online training alongside our face-to-face training, and to focus on making our Membership programme a value for money access route to all our resources for schools, that are continuously updated with our latest research findings. Our online programme and our Membership support schools to access our services in an affordable way when the current economic landscape stretches school budgets and makes attendance at face-to-face training challenging.

We were pleased to achieve National Portfolio Organisation status from Arts Council England and we plan to build on this recognition with our continued research into the importance of inclusive children's books, the significance of picture books to developing literacy and our renowned work highlighting children's poetry.

Core funding from ACE and other trusts and foundations will help us to ensure we can maintain the quality of our free resources and to subsidise our activities, so that we can avoid price increases on our courses if possible. We have continued to benefit from funding for our research programmes in Early Language and inclusive literature and are planning new research projects to support our work in the future. This funding for research ensures we can continue to add to our expert knowledge and disseminate that new knowledge to our community of Schools, Teachers and Partners.

Financial Review
The unrestricted deficit for the year amounted to £139k, consistent with the £137k unrestricted deficit in the previous financial year. Despite expectations of a post-pandemic recovery leading to increased school investment in courses and resources, this has not materialised. As long as school budgets remain tight, the enhancement of literacy provision by teacher training is often perceived as a luxury that many schools forego. Consequently, we've witnessed a decrease in the purchase of our training and resources, resulting in a reduction in income from training and resources of £111k (11%) compared to the prior year, and constituting 69% of total income (2021/22: 75%).
Income generated from grant funding, donations, and sponsorship has increased to 25% of total income (2021/22: 19%), while income from our premises accounts for 7% of total income (2021/22: 5%). In response to decreased training and resource purchases, we have undertaken staff headcount reductions. This strategic measure aims to address the imbalance between our income and expenditure, working towards achieving, at a minimum, a break-even position for the financial year 2023-24. Our subsequent goal is to rebuild reserves over the next three years. Throughout this period, we will actively seek financial support through charitable funding and paid partnerships to sustain our mission of advancing pedagogy and supporting schools. In the medium term, our focus is on expanding our Membership offer and broadening our outreach to schools, with the aim of returning our core services to self-funded sustainability.
Notably, unrestricted reserves at the year-end fall below the target operating reserve amount. Despite the ongoing shift in our activities, we have assessed that there is no impairment of any of our asset values.

Going concern
The Trustees are confident that the charity is a going concern on the basis that the organisation can continue to meet its obligations for the foreseeable future. Trustees receive the finance reports each term, and consider major dependencies and potential mitigations within the risk assessment reviewed at each meeting.

Investment Policy
The charity's funds are expected to be spent in the medium term, so there are no funds held in investments. CLPE is placing available cash into short term savings accounts to benefit from increased interest rates now available.

Reserves Policy
This policy is reviewed regularly in line with our strategic plan. The current total reserves stand at £123k, £30k of which is restricted for use on one ongoing funded project.
In deciding the level of reserves that the charity needs to hold, the trustees consider what the reserves are represented by in terms of net assets, and therefore what funds are freely available to spend on any of the charity's purposes. The Trustees consider the funds freely available to spend, to be limited to the net value of assets and liabilities that represent cash, or are readily converted into cash. On this basis, cash funds available exceed our total reserves, therefore the Trustees consider the full £123k total reserves are available funds.

Taking into account the resources needed for working capital to cope with fluctuations in cash flow, and an assessment of the major risks to which the charity is exposed, the Trustees have determined that an appropriate level of funds to designate as an operating cost reserve should be broadly equivalent to 3 months operating costs plus a further 3 months' rent. As at 31 August 2023 this equates to £341k. Current unrestricted reserves of £92k are below the targeted operating cost reserve. The Trustees consider that this is an acceptable position in the short term, considering the growth and cost initiatives, and that CLPE can weather the continuing pressures of the coming financial year. This policy is reviewed regularly in line with our strategic plan, which is focused on rebuilding reserves over 3 years, after returning to a break-even result in 2023-24.

Structure, Governance and Management

Recruitment and Appointment of Trustees
At year end there were 9 Trustees for the charity who share their extensive expertise from backgrounds in education, publishing, finance, law, public relations, third sector and local government to support the work of the charity. Trustees reviewed the skills, knowledge and expertise of the board as well as the committee structure to ensure that the board is fit for purpose to deliver our strategic plan. Our new Chair and Vice-Chair of trustees undertook their first year of leadership and lead the search for a new Chief Executive to build on CLPE's success and take our work into the future.

Risk Management
Throughout the year, the Board of Trustees has conducted regular reviews of the major risks to which the charity is exposed. A risk register is discussed at every Trustee meeting and updated as a consequence of these discussions. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. While we continue to benefit from support from funders, enabling CLPE to maintain and improve our services, this is identified as a risk as the availability of funding can be inconsistent. In the current climate for charities and schools, our plan for our core services to be fully self-sustaining is expected to take a further three years. Internal control risks are minimised by adherence to our Manual of Authorities.
Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure
The Charitable Trust was set up in November 2001 when the organisation was transferred from Local Education Authority (LEA) control.
CLPE is a registered charity and a company limited by guarantee. Its registered office is as shown on page 1. It is governed by its Articles of Association. The management of the Charity is the responsibility of the Trustees who are appointed under the terms of the Articles of Association.

The CLPE has a Board of Trustees that meets each term, in addition to termly meetings of the Finance & HR committee and the Operations & Evaluation Committee.

Trustees are provided with an induction pack which includes the Articles of the Company, information about the duties and responsibilities of charity trustees and further information from the Charities Commission.
There are currently 9 Trustees with a variety of professional backgrounds relevant to the work of the charity.

There are special projects groups convened by the board to develop various projects and the longer-term strategy. These groups are advisory rather than a decision-making bodies but do have terms of reference agreed by the full trustee board and report to the full trustee meetings.

Day to day responsibility for the provision of the services rests with the Chief Executive along with the Senior Leadership Team. This is guided by a Manual of Authorities which is reviewed regularly.

The Chief Executive is responsible for ensuring that the charity delivers against it's charitable objectives and that key performance indicators are met. The Senior Leadership Team has responsibility for the day-to-day operational management of the Centre, income generation and individual supervision and development of the staff team.

Responsibilities of Trustees

The Trustees (who are the directors of The Centre for Literacy in Primary Education for the purposes of company law) are responsible for preparing the 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

Statement of disclosure of information to auditors

The Trustees have confirmed that, so far as they are aware, there is no relevant audit information of which the Company's auditors are unaware, and that they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

Preparation of the report

This report of the Trustees has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

Auditors

The trustees have appointed Goldwins as their auditors. Goldwins have accepted this appointment under Section 485 of the Companies Act 2006.

This report was approved and authorised for issue by the Trustees on 7-2-24 and signed on their behalf by:

.....

Catherine Rose
Chair of Trustees

Opinion

We have audited the financial statements of The Centre for Literacy in Primary Education (the 'charitable company') for the year ended 31 August 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes to the financial statements, 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 2023 and of 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 Companies Act 2006.

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.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the director's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report which includes the directors' prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has [have] been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charity 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

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
  - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
  - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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.

.....
Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Statement of Financial Activities
(Incorporating Income and Expenditure Account)

For the Year Ended 31 August 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Income from:					
Donations	2	165,222	-	165,222	*24,628*
Charitable activities	3	920,600	163,494	1,084,094	*1,272,611*
Other trading activities	4	74,155	-	74,155	*69,029*
Investments	5	12,984	-	12,984	*640*
Total income		**1,172,961**	**163,494**	**1,336,455**	*1,366,908*
Expenditure on:					
Charitable activities	6	1,311,966	217,180	1,529,146	*1,495,617*
Total expenditure		**1,311,966**	**217,180**	**1,529,146**	*1,495,617*
Net movement in funds		**(139,005)**	**(53,686)**	**(192,691)**	*(128,709)*
Reconciliation of funds:	17				
Total funds brought forward		231,106	84,092	315,198	*443,907*
Total funds carried forward		**92,101**	**30,406**	**122,507**	*315,198*

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Balance Sheet

As at 31 August 2023

	Note	£	2023 £	£	2022 £
Fixed assets:					
Tangible assets	11		112,344		*151,343*
Intangible assets	12		70,496		*68,460*
			182,840		*219,803*
Current assets:					
Stocks	13	15,139		*15,891*	
Debtors	14	111,817		*109,368*	
Cash at bank and in hand		258,954		*418,684*	
		385,910		*543,943*	
Creditors: amounts falling due within one year	15	**(428,506)**		*(421,059)*	
Net current assets/(liabilities)			**(42,596)**		*122,884*
Creditors: amounts falling due after one year	16		**(17,737)**		*(27,489)*
Total net assets			**122,507**		*315,198*
Charity Funds	17				
Restricted funds			30,406		*84,092*
Unrestricted funds			92,101		*231,106*
Total funds			**122,507**		*315,198*

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

The financial statements were approved and authorised for issue by the Trustees on 7-2-24 and signed on their behalf, by:

Catherine Rose

Catherine Rose
Chair of Trustees

The attached notes form part of these financial statements.

Company registration number: 04385537

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Statement of Cash Flows

For the Year Ended 31 August 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	19	**(132,350)**	*(214,057)*
Cash flows from investing activities:			
Cash flows from interest		12,984	*640*
Purchase of tangible fixed assets		(4,414)	-
Purchase of intangible fixed assets		(26,198)	-
Net cash used in investing activities		**(17,628)**	*640*
Cash flows from financing activities:			
Repayments of borrowing		(9,752)	*(10,000)*
Cash provided by / (used in) financing activities		**(9,752)**	*(10,000)*
Change in cash and cash equivalents in the year		**(159,730)**	***(223,417)***
Cash and cash equivalents brought forward		418,684	*642,101*
Cash and cash equivalents carried forward	20	**258,954**	*418,684*

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) and the Companies Act 2006.

The Centre for Literacy in Primary Education 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 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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.

1.4 Income

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

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Bank interest is included when receivable.

Income from charitable trading activity is accounted for when earned.

Income from grants where related to performance and specific deliverable is accounted for as the charity earns the right to consideration by its performance.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

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

All expenditure is inclusive of irrecoverable VAT.

1.6 Fixed assets and depreciation
Tangible fixed assets

All assets costing more than £500 are capitalised.

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

Leasehold improvements	-	20% (5 years) Straight line with nil residual value.
Library	-	12.50% (8 years) Straight line with nil residual value.
Furniture and fittings	-	20% (5 years) Straight line with nil residual value.
Computers and equipment	-	25% (4 years) Straight line with nil residual value.

1.7 Intangible assets

Website development costs are capitalised as intangible assets only when the following criteria are met: (i) it is technically feasible to complete the product so it will be available to use; (ii) management intends to complete the product or sell it; (iii) there is ability to use or sell the product; (iv) it can be demonstrated how the software product will generate future economic benefits; (v) the expenditure attributable to the product during its development can be measured reliably. Website development costs are amortised over their useful economic life of 4 years.

1.8 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight-line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

1.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.10 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.11 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.

1.12 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.

1.13 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 within interest payable and similar charges.

1.14 Pensions

Staff up to 2008-09 were eligible for membership of the Local Government Pension Scheme (LGPS), administered by the London Borough of Southwark, which acts as an Administering Authority. The scheme was closed to new staff during that year. The Local Government Pension Scheme was a defined benefit scheme based on final pensionable salary, but from The Centre for Literacy in Primary Education's perspective became a defined contribution scheme during 2013-14. Pension costs charged in the Statement of Financial Activities represent the contributions recommended by the independent actuary and payable by the charity in the year.

Staff not in the Local Government Pension Scheme are eligible for inclusion in a defined contribution scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the scheme.

1.15 Critical accounting estimates and areas of judgment

In the application of the Company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Depreciation and accruals are the areas which give rise to judgement and estimates.

2. Income from donations

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Funds awarded	165,222	-	165,222	*24,628*
Total donations	**165,222**	**-**	**165,222**	*24,628*
Total 2022	*24,628*	*-*	*24,628*	

3. Income from charitable activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Power of Reading	624,977	-	624,977	*747,852*
Courses and conferences	159,187	-	159,187	*165,575*
Funded projects	-	163,494	163,494	*240,916*
Cross sector work	61,345	-	61,345	*58,897*
School CPD	71,904	-	71,904	*55,205*
Publications	3,187	-	3,187	*4,166*
	920,600	**163,494**	**1,084,094**	*1,272,611*
Total 2022	*1,031,695*	*240,916*	*1,272,611*	

4. Income from other trading activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Premises income	74,155	-	74,155	*69,029*
Total income from other trading income	**74,155**	**-**	**74,155**	*69,029*
Total 2022	*69,029*	*-*	*69,029*	

5. Income from investments

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2023 £	*Total funds 2022 £*
Bank interest receivable	**12,984**	**-**	**12,984**	*640*
Total 2022	*640*	*-*	*640*	

6. Analysis of resources expended by activities

	Direct costs 2023 £	Staff costs 2023 £	Support costs 2023 £	Total 2023 £	*Total 2022 £*
Awards & Donations	2,794	88,816	74,146	165,756	*30,323*
Funded projects	119,760	83,279	88,371	291,410	*232,607*
Courses and conferences	27,976	85,572	71,438	184,986	*202,611*
Power of Reading	34,850	335,961	280,469	651,280	*821,357*
Cross sector work	15,126	32,976	27,530	75,632	*68,868*
School CPD	5,430	38,652	32,269	76,351	*62,720*
Publication sales	54	1,713	1,430	3,197	*4,964*
Expenditure on trading activities:					
Cost of generating Premises Income	7,393	39,863	33,278	80,534	*72,167*
Total	**213,383**	**706,832**	**608,931**	**1,529,146**	*1,495,617*

7. Support costs

	Total 2023 £	*Total 2022 £*
Legal and professional	133	*1,713*
Rent	115,827	*79,614*
Telephone	5,154	*5,853*
IT costs	26,979	*30,368*
Light and heat	13,001	*13,531*
Rates	11,455	*6,392*
Insurance	15,906	*12,155*
Other premises costs	11,017	*29,292*
Cleaning	12,360	*12,156*
Security	1,853	*7,020*
Publicity and marketing	73,834	*74,616*
Printing, postage and stationery	11,306	*13,741*
Bank charges	358	*570*
Other operating costs	6,964	*6,334*
Wages and salaries	188,486	*191,146*
Depreciation	67,575	*88,319*
Governance costs (note 8)	46,723	*42,465*
Total	**608,931**	*615,285*

The basis of allocation for support costs is according to staff time spent on projects as well as actual expenses incurred.

8. Governance costs

	Unrestricted funds 2023 £	*Total funds 2022 £*
Auditor's remuneration	9,804	*9,881*
Reimbursement of Trustees' expenses	1,402	*919*
Wages and salaries	34,282	*30,369*
Other costs	1,235	*1,296*
Total	**46,723**	*42,465*

9. Net income/(expenditure)

	2023	2022
	£	£
Depreciation of tangible fixed assets:		
- owned by the charity	43,413	64,156
Amortisation of intangible fixed assets	24,162	24,162
Auditor's remuneration – audit fee	8,333	8,333
Operating lease rentals	115,827	79,614

During the year, no trustee received any remuneration (2022 - £Nil). During the year, no trustee received any benefits in kind (2022 - £Nil). During the year, three trustees received reimbursement of expenses of £1,402 (2022 - £919).

10. Staff costs

Staff costs were as follows:

	2023	2022
	£	£
Wages and salaries	755,194	740,852
Social security costs	65,503	74,965
Other pension costs	50,498	47,418
Total	**871,195**	863,235

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

	2023	2022
	No.	No.
Educational staff	7	7
Support staff	13	14
Total	**20**	21

The number of higher-paid employees was:

	2023	2022
	No.	No.
In the band £60,000 - £69,999	2	2
In the band £70,000 - £79,999	-	-
In the band £80,000 - £89,999	1	1

Key management personnel comprises of four (2022: four) members of senior management and the Chief Executive. The total benefits received by key management personnel in the year amounted to £345,191 (2022: £361,444).

11. Tangible fixed assets

	Leasehold improvements	Library	Furniture and fittings	Computers and equipment	Total
	£	£	£	£	£
Cost or valuation					
At the start of the year	139,221	254,121	35,795	66,546	495,683
Additions	2,328	-	-	2,086	4,414
Disposals	(4,542)	-	-	(5,860)	(10,402)
At the end of the year	**137,007**	**254,121**	**35,795**	**62,772**	**489,695**
Depreciation					
At the start of the year	134,823	123,268	30,888	55,361	344,340
Charge for the year	3,484	31,765	2,316	5,848	43,413
Eliminated on disposal	(4,542)	-	-	(5,860)	(10,402)
At the end of the year	**133,765**	**155,033**	**33,204**	**55,349**	**377,351**
Net book value					
At the end of the year	**3,242**	**99,088**	**2,591**	**7,423**	**112,344**
At the start of the year	*4,398*	*130,853*	*4,907*	*11,185*	*151,343*

12. Intangible Fixed Assets

	Website & CRM System	Total
	£	£
Cost or valuation		
At the start of the year	108,449	108,449
Additions	26,198	26,198
At the end of the year	**134,647**	**134,647**
Depreciation		
At the start of the year	39,989	39,989
Charge for the year	24,162	24,162
At the end of the year	**64,151**	**64,151**
Net book value		
At the end of the year	**70,496**	**70,496**
At the start of the year	*68,460*	*68,460*

13. Stocks

	2023	*2022*
	£	*£*
Book stock	**15,139**	*15,891*

14. Debtors

	2023	*2022*
	£	*£*
Trade debtors	33,745	*55,936*
Other debtors	-	*2,934*
Prepayments and accrued income	78,072	*50,498*
Total	**111,817**	*109,368*

15. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Bank loans and overdrafts	10,597	10,844
Trade creditors	43,285	82,041
Other taxation and social security	22,326	21,733
Other creditors	17,564	11,589
Accruals and deferred income	334,734	294,852
Total	**428,506**	**421,059**

Deferred income

	£
Deferred income at the start of the year	284,510
Amounts released from previous years	(284,510)
Amount deferred in the year	294,657
Deferred income at the end of the year	**294,657**

Deferred income comprises invoiced or received in the year relating to services to be provided in the next financial year.

16. Creditors: Amounts falling after one year

	2023	2022
	£	£
Bank loan	17,737	27,489
Total	**17,737**	27,489

17. Statement of funds

Statement of funds - current year

	Balance at the start of the year £	Income £	Expenditure £	Transfers in/(out) £	Balance at the end of the year £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	328,000	-	-	-	328,000
General funds					
General reserves	(96,894)	1,172,961	(1,311,966)	-	(235,899)
Total unrestricted funds	**231,106**	**1,172,961**	**(1,311,966)**	**-**	**92,101**
Restricted funds:					
CLPE infrastructure	-	67,664	(37,258)	-	30,406
Improving Vocabulary	75,349	-	(75,349)	-	-
Reflecting Realities Survey 2022	3,860	-	(3,860)	-	-
Reflecting Realities in the Classroom	-	85,830	(85,830)	-	-
CLIPPA 2022	4,883	-	(4,883)	-	-
CLIPPA 2023	-	10,000	(10,000)	-	-
Total restricted funds	**84,092**	**163,494**	**(217,180)**	**-**	**30,406**
Total funds	**315,198**	**1,336,455**	**(1,529,146)**	**-**	**122,507**

Designated Funds
The operating cost reserve represents amounts set aside to provide financial stability should CLPE suffer unexpected events, losses of income or large unbudgeted expenses. It is calculated in line with the Reserves Policy, at 3 months operating costs plus a further 3 months rent.

Restricted Funds
CLPE infrastructure - a restricted funding grant was received to support the development of a new CRM system.

Improving Vocabulary is an annual programme, in partnership with Dolly Parton's Imagination Library. It is funded by the Charity of Sir Richard Whittington, which is administered by The Mercers' Foundation. It is expected to run for 3 years.

The Reflecting Realities survey is anticipated to be ongoing. In 2022 restricted funding was received from Arts Council England.

Reflecting Realities in the Classroom is a 3 year programme funded by the Paul Hamlyn Foundation.

The CLIPPA is an award for published poetry for children in the UK. In 2022 and 2023 restricted funding was received from The Authors Licensing and Collection Society in support of the event.

17. Statement of funds (continued)

Statement of funds - prior year

	Balance at the start of the year £	*Income* £	*Expenditure* £	*Transfers in/(out)* £	*Balance at the end of the year* £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	*312,000*	*-*	*-*	*-*	*312,000*
General funds					
General reserves	*56,124*	*1,125,992*	*(1,263,010)*	*-*	*(80,894)*
Total unrestricted funds	*368,124*	*1,125,992*	*(1,263,010)*	*-*	*231,106*
Restricted funds:					
Improving Vocabulary	*62,286*	*91,910*	*(78,847)*	*-*	*75,349*
Reflecting Realities 2021	*5,646*	*-*	*(5,646)*	*-*	*-*
Reflecting Realities Survey 2022	*-*	*27,796*	*(23,936)*	*-*	*3,860*
Reflecting Realities in the Classroom	*-*	*96,360*	*(96,360)*	*-*	*-*
CLIPPA 2021	*7,851*	*-*	*(7,851)*	*-*	*-*
CLIPPA 2022	*-*	*24,850*	*(19,967)*	*-*	*4,883*
Total restricted funds	*75,783*	*240,916*	*(232,607)*	*-*	*84,092*
Total funds	*443,907*	*1,366,908*	*(1,495,617)*	*-*	*315,198*

18. Analysis of net assets between funds

Analysis of net assets between funds – current year

	Unrestricted funds 2023 £	**Restricted funds 2023** £	**Total funds 2023** £
Tangible fixed assets	112,344	-	112,344
Intangible fixed assets	70,496	-	70,496
Current assets	355,504	30,406	385,910
Creditors due within one year	(428,506)	-	(428,506)
Creditors due after one year	(17,737)	-	(17,737)
Total	**92,101**	**30,406**	**122,507**

18. Analysis of net assets between funds (continued)

Analysis of net assets between funds – prior year

	Unrestricted funds	*Restricted funds*	*Total funds*
	2022	*2022*	*2022*
	£	*£*	*£*
Tangible fixed assets	*151,343*	*-*	*151,343*
Intangible fixed assets	*68,460*	*-*	*68,460*
Current assets	*459,851*	*84,092*	*543,943*
Creditors due within one year	*(421,059)*	*-*	*(421,059)*
Creditors due after one year	*(27,489)*	*-*	*(27,489)*
Total	*231,106*	*84,092*	*315,198*

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

	2023	*2022*
	£	*£*
Net expenditure for the year (as per the Statement of Financial Activities)	(192,691)	*(128,709)*
Adjustment for:		
Depreciation	67,575	*88,318*
Interest, rent and dividends from investments	(12,984)	*(640)*
Increase/(decrease) in stock	752	*2,667*
(Increase)/decrease in debtors	(2,449)	*3,552*
Increase/(decrease) in creditors	7,447	*(179,245)*
Net cash (used in)/provided by operating activities	**(132,350)**	*(214,057)*

20. Analysis of cash and cash equivalents

	2023	*2022*
	£	*£*
Cash in hand	258,954	*418,684*
Total	**258,954**	*418,684*

21. Pension commitments

The charity's employees belong to one of two pension schemes: The Pension Trust scheme (PT) for academic and related staff and, for non-teaching staff. The Local Government Pension Scheme (LGPS) for non teaching staff. Both The LGPS scheme and The PT scheme are defined contribution schemes.

Contributions amounting to £589 were payable to the LGPS at 31 August 2023 ((2022: £1,580)) and £7,063 to the PT as at 31 August 2023 (2022: no contributions were payable). All amounts are included within creditors at the year-end.

21. Pension commitments (continued)

Local Government Pension Scheme

The Local Government Pension Scheme (LGPS) is a funded defined-contribution scheme, with the assets held in separate trustee-administered funds.

Since 1 April 2014, the London Borough of Southwark has introduced a policy whereby Centre for Literacy in Primary Education's pension risk as an admitted body is underwritten by London Borough of Southwark. Centre for Literacy in Primary Education's contribution rate has been fixed at the rate certified by the 2010 triennial actuarial valuation for as long as the charity remains an employer in the fund. As the Council is now taking responsibility for any deficits and the charity has a fixed contribution rate, the scheme is now a defined contribution scheme for accounting purposes.

The agreed contribution rates for future years are 24.1% of pensionable pay for CLPE in respect of future accrual of benefits for active members. For employees, contributions are dependent on the level of their full-time equivalent salary ranging from 5.5% to 10%.

The total contribution made for the year ended 31 August 2023 was £6,228 (2022: £6,300), of which employer's contributions totalled £5,070 (2022: £5,093) and employees' contributions totalled £1,158 (2022: £1,207).

The Pension Trust Scheme

The Pension Trust Scheme (PT) is a defined contribution scheme.

The employer's contribution rates during the year were 6%. The employees' contribution rates during the year were 5%.

The total contribution made for the year ended 31 August 2023 was £81,627 (2022: £77,140), of which employer's contributions totalled £45,023 (2022: £42,325) and employees' contributions totalled £36,604 (2022: £34,815).

22. Operating lease commitments

At the year-end, the total of Charity's future minimum lease payments under non-cancellable operating leases was:

	Land and buildings		Other	
	2023	*2022*	**2023**	*2022*
	£	*£*	**£**	*£*
Amounts payable:				
Within 1 year	115,916	*115,916*	3,940	*5,536*
Between 1 and 5 years	463,664	*463,664*	1,806	*5,746*
After more than 5 years	1,516,568	*1,632,484*	-	-
Total	**2,096,148**	*2,212,064*	**5,746**	*11,282*

23. Related party transactions

One Trustee is nominated by the London Borough of Southwark, as outlined in The Centre for Literacy in Primary Education's Articles of Association.

THE CENTRE FOR LITERACY IN PRIMARY EDUCATION

England & Wales - Charity number 1092698

Accounts

Registered number: 04385537
Charity number: 1092698

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Trustees' Report and Financial Statements

For the Year Ended 31 August 2022

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

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The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Reference and Administrative Details of the Charity, its Trustees and Advisers

For the Year Ended 31 August 2022

Trustees

Sonja Afzal
Antonia Byatt
Elizabeth Catford
Jackie Gillan
Beverley Greathead – Vice Chair of Trustees and Chair of the Operations Committee from 01/09/22
Ramon Kaur
Catherine Rose – Chair of Trustees from 01/09/22
Justin Shinebourne - Chair of Finance Committee from 01/09/22
Valerie Todd
Cecilia Weiler
Ronnie Woods
Rukhsana Yasmin

Company registered number

04385537

Charity registered number

1092698

Registered office

Webber Street
London
SE1 8QW

Company secretary

Rachel Doran (appointed on 12 January 2022)

Chief executive officer

Louise Johns-Shepherd

Independent auditor

Goldwins Limited
75 Maygrove Road
London
NW6 2EG

Bankers

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

Barclays Bank plc
53 The Broadway
London
W5 5JS

Santander Business Banking
Bridle Road
Bootle
Liverpool
L30 4GB

Solicitors

Bates Wells
10 Queen Street Place
London
EC4R 1BE

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the audited financial statements of the charity for the year ended 31 August 2022. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the 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 (FRS 102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015) and update Bulletin 2 (effective 1 January 2019).

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Catherine Rose, Chair of Trustees

2022 marks the fiftieth year of CLPE's existence and the 2021-2 financial year was one of looking back and looking forward. We built on what we had learnt about online learning and CPD during the pandemic and were proud to launch our new, comprehensive online programme which provides additional content and another route for schools to access our work. More schools, in more places than ever before can now take part in our CPD, in our poetry and picture book work and benefit from our research. As the restrictions of the pandemic were lifted we moved back to delivering our training face to face again and we were also pleased that we were able to deliver two CLiPPA shows in one year – the delayed 2021 CLiPPA took place at Cheltenham Festival in October 21 and the 2022 CLiPPA returned to a large space in the Queen Elizabeth Hall at the Southbank in July.

This was also a year with goodbyes and hellos. Our long-standing Centre Manager, Maria Deady retired at the end of 2021 and we welcomed a new Centre Manager, Ghazanfar Ajaz in January 2022. Maria was responsible for overseeing so many positive changes to our building, not least the refurbishment of the Literacy Library in 2018 and we are so grateful for her contribution during her time at CLPE.

In the summer of 2021, we welcomed four new members of our board: Lizzie Catford, Ramon Kaur, Sonia Afzal and Valerie Todd. We are so pleased that they have chosen to share their expertise and knowledge with us. We also said goodbye to four long-standing Trustees who have made an enormous contribution to CLPE. Caroline Pidgeon, Elaine McQuade, Ali Mawle and Nicky Parker all came to the end of their Trustee terms of office. We are very sad to say goodbye, but we want to thank them for all the hours of support that they have given our charity. Every one of these trustees has been instrumental in the development of CLPE helping us to expand and develop our work and building in new and innovative ways.

Nicky Parker served as our Chair of Trustees since 2016 and we are extremely grateful for the leadership she has shown us through a period of growth and then uncertainty when the pandemic hit. Nicky brought her tremendous experience in publishing and the importance of children's rights to her role and we benefited from her interest in the long term power of children's fiction and picture books to broaden horizons, develop empathy and inspire young people to stand up and make a difference.

Elaine McQuade has had a very long association with CLPE and most recently served as our Vice Chair of Trustees for many years. Elaine brought us unique insights about the publishing industry from her long career in children's publishing and supported our strategic development, board development and helped us to develop our marketing and brand in a positive and strategic way.

Caroline Pidgeon was originally appointed to our Board under our arrangement with Southwark Council and then joined us in her own right when her council term ended. Caroline is currently an elected Member of the London Assembly and has been key to helping us negotiate the political landscape and helping us to ask probing and strategic questions.

Ali Mawle is Director of Cheltenham Festivals and brought this experience as well as her experience as Head of Schools at the National Gallery and as a primary teacher, literacy advisor, Deputy Head Teacher and ITE tutor. Ali was instrumental in our long-standing partnership with Cheltenham Festival and has helped us to reach school audiences across the regions with her strategic advice.
We would like to thank them all for their support and commitment over many years – including through the process of appointing and mentoring new members of our board who will be able to build on their tremendous examples

of leadership as we move forward into the next 50 years.

I was delighted to be elected to the position of Chair of Trustees with effect from September 2022 alongside Beverley Greathead who was elected to the position of Vice-Chair of Trustees. We are both excited to have this opportunity and are committed to ensuring all children benefit from the absolute best literacy teaching which encourages a lifelong love of reading and writing.

We are looking forward to the future of CLPE, as an Arts Council National Portfolio Organisation and as a key player in the literacy teaching landscape. We are pleased to share our impact report with you and proud of the ways in which our research, our resources and our training continue to impact on literacy teaching across the country ensuring that all children benefit from our work.

Our Team
The CLPE team is made up of teachers, librarians, communicators, project managers and administrators from a range of backgrounds working together in a beautiful old school building in the very middle of London. All our teaching team have recent classroom and leadership experience and they use this to support their research, writing and development of all our courses and materials. We now have a staff of 19 people in full and part time positions as well as a wider team of Associate Teachers working with us around the country. We have 20 Associate Schools who are beacons of practice across England where schools can visit and see CLPE practice thriving. We have a wider team of associates working with us to support the delivery of our extended programme, fundraise, research and support our marketing and communications work. We continue to build partnerships with likeminded organisations ensuring our work and research is disseminated and communicated as widely as possible. In September 2021 we restructured our staff to ensure that we can fully respond to the needs of the sectors we work with and within as we move forward to deliver our Strategic Plan.

Our Trustees
We are a charity and governed by a board of trustees. Our trustees meet three times a year as an entire board, and we have two committees: Finance & HR Committee and Operations Committee. Trustees also form smaller, time limited special project committees to support the implementation of our strategic plan and to take forward particular projects. Our Trustees are committed to ensuring that we have the full range of skills and knowledge on our board and work to ensure we are implementing the principles of good governance and working as an effective board. Our board worked with agility during the time of the pandemic, meeting more frequently and regularly reviewing finance and activity as well as planning for stability in a time of change. We have been keen to ensure that our work is guided by delivering our Strategic Plan and Trustees worked with the staff-to ensure that our organisation and staffing is fit for purpose as we move forward to future years and on our strategic priorities as we prepared our charity to apply for Arts Council National Portfolio Organisation status.

CLPE Trustees
Sonja Afzal - appointed on 12 January 2022
Antonia Byatt
Elizabeth Catford - appointed on 12 January 2022
Jackie Gillan – Chair of Finance Committee until 31/08/22
Beverley Greathead
Ramon Kaur - appointed on 12 January 2022
Ali Mawle
Elaine McQuade – Vice Chair of Trustees until 31/08/22
Caroline Pidgeon
Nicky Parker – Chair of Trustees until 31/08/22
Catherine Rose – Chair of Trustees from 01/09/22
Justin Shinebourne
Valerie Todd - appointed on 12 January 2022
Cecilia Weiler
Ronnie Woods
Rukhsana Yasmin
Company Secretary: Rachel Doran (Finance & Operations Director)

2021-2022 – Review of the Year and Impact

Louise Johns-Shepherd, Chief Executive.
A key priority for CLPE during this year has been to review our strategic plan as the world emerged from the

pandemic and to ensure our organisation continues to work in the best way possible for the needs of our beneficiaries. We were pleased to submit our bid to become a National Portfolio Organisation to Arts Council England in May 2022, presenting a Strategic Development Plan which built on what we had learnt during the time of the pandemic and on our work and legacy as a nationally significant cultural organisation.
We have built a comprehensive online learning programme which complements our traditional face to face programme and continue to undertake research and produce resources that we know schools and the publishing community have come to rely on. These include our Reflecting Realities research and our Back-to-School resources. Our leadership team have focussed on the challenges of managing our charity as we embrace hybrid working and the cost of living pressures. At the beginning of the year, we implemented a restructure of our team to ensure we were working to our strategic priorities in the most effective way. We have invested in ensuring our information technology works practically in a hybrid environment and that we have the capability in our building to support our webinar programme and hybrid meetings. We were also planning forward for our 50th birthday in 2022/3 and were pleased to appoint four new patrons from the world of children's books.

Our purpose and our mission
The Centre for Literacy in Primary Education (CLPE) is a UK based charity that has been leading thinking and practice in the teaching of literacy in primary schools for 50 years. Our work raises the achievement of children's reading and writing by helping schools to teach literacy creatively and effectively, putting quality children's books at the heart of all learning. We run professional development courses and research programmes at our literacy library in central London, deliver online training and provide a wide range of free teaching resources for primary school teachers.
We want to improve the life chances of children by ensuring that every child has access to quality experiences of literacy and that all teachers have the knowledge and resources to support children become confident, happy and enthusiastic readers and writers, with all the benefits this brings.

Our Teacher Training and Development Programmes:
CLPE's Continuing Professional Development (CPD) and training for primary schools provides a whole school approach to literacy teaching. Designed to give teachers access to a wide range of strategies, resources and creative ideas to teach literacy effectively and improve outcomes for children. In 2021-22:

- **452** teachers attended a face-to-face training course
- **670** books given away as part of CLPE training programmes
- **99%** of respondents rated our face-to-face training as effective
- **99%** of respondents would recommend our face-to-face training to someone else
- **2130** attendees on our online training programme
- **97%** of respondents rated our online training as effective
- **97%** of respondents would recommend our online training to someone else

This training was full of useful, relevant information and delivered by a confident professional who has tested and tried all the strategies they recommend. On top of this, everything is research based.
Joshua Freeland, New City Primary School, 2021-2

This course was fantastic I enjoyed every moment, I would highly recommend. It was delivered in such a captivating way and the library is beautiful and inspiring. Every talking point was meaningful there wasn't a second wasted, it was also lovely that there were many moments to share and hear others experiences.
Participant on Phonics in a Rich Reading Curriculum 2021-22

CLPE's Power of Reading Training and School Membership:
CLPE's research around the importance of using quality texts as the basis for English planning and quality teaching and to provide reflective professional development is embodied in our flagship training programme, The Power of Reading.
The programme supports schools to build a curriculum for English based on high quality children's literature, raising engagement and attainment for all children in oracy, reading and writing. In 2021-22:

- **259** teachers attended Power of Reading training
- **1173** books given to schools as part of the training programme
- **97%** of teachers have improved their own subject knowledge
- **100%** of respondents would recommend our Power of Reading training to someone else
- **100%** of teachers reported that the programme improved children's engagement in reading
- **89%** of teachers reported that the programme raised children's attainment in reading
- **94%** of teachers reported children choosing to read more independently in school
- **89%** of teachers reported that the programme improved children's engagement in writing
- **1610** schools with a CLPE website membership
- **325** book recommendations and teaching plans available to members
- **90** home learning resources to support continuity of learning outside the classroom
- **18** CLPE Associate Schools highlighting how to use the programme to build an effective English Curriculum

What we love is the opportunity to immerse the children into a book so thoroughly, giving ample time to work through the different teaching approaches; developing children's empathy for the characters; writing for different purposes and the cross-curricular links. Speaking and listening expectations are taught explicitly through a range of approaches such as hot seating, book talk, reader's theatre etc. The plans offer the stretch and challenge needed for children to make real, embedded progress. Vocabulary development is huge, with children in the class coming in this year with such a deficit. This has plugged lots of those gaps.
Lucy Challand, Associate Headteacher, Sydenham Primary School, Warwickshire, 2021-2

I would recommend CLPE Power of Reading teaching sequences to every teacher. I have found that very young children are engaged in their learning from the start and can't wait for the next lesson.
Lorraine Haugh, Year 1 Teacher, Our Lady of Muswell RC Primary School, London Borough of Haringey, 2021-2

The Power of Pictures research programme
CLPE's Power of Pictures programme and resources support teachers in developing an understanding of the importance of visual literacy in developing readers, the importance of illustration as a way of developing writing and the craft of picture book creation to develop children's engagement and attainment in literacy. It was originally devised by CLPE's Charlotte Hacking and author/illustrator and CLPE Patron, Ed Vere in 2013.
In September 2021, the findings from the Education Endowment Foundation (EEF) Randomised Control Trial of The Power of Pictures programme, investigating the impact of arts-based learning on academic outcomes were published. The results revealed progress in outcomes for literacy for children who took part in the project and evidence of a link between creativity and drawing and writing.

- **101** schools and **2674** pupils were involved in the trial
- **+1 month** progress in writing scores
- **+1 month** additional progress in writing scores for pupils eligible for Free School Meals (FSM)
- **+2 months** progress in writing self-efficacy
- **+2 months** progress in writing creativity (ideation)

Power of Pictures really stood out as being quite an engaging way for those children that are disadvantaged... They don't enjoy reading. They don't enjoy writing... It was really appealing that using picturebooks to improve comprehension, and improve their understanding and writing could really make a difference.
SLT Member, Power of Pictures RCT Case Study School, 2021-2
My teaching of story structure and ideation has improved and I feel better placed to guide children through the whole writing process to produce better texts. The children are proud of their work, inspired, more confident in their ideation and creation. They are thinking from the mindset of an author.
Project Teacher, Year 5, Power of Pictures RCT Case Study School, 2021-2

Closing the Vocabulary Gap research programme
The project, in partnership with the Dolly Parton Imagination Library UK, aims to improve outcomes for young

children in literacy by developing teacher subject and pedagogic knowledge of how texts can support the development of communication, language and literacy in the early years and by ensuring children have access to books in their school and home environment. The final outcomes of the research will be published in 2023-24. In 2021-22:

- **30** schools, **90** teachers and **over 3000** children involved in in Tower Hamlets, Hackney and Camden involved in the research
- **1081** children received a book per month at home as part of the Closing the Vocabulary Gap research project
- **100%** of teachers rated the project effective
- **100%** reported that they gained understanding in how to use quality children's literature and teaching approaches to develop language and vocabulary and raise engagement and attainment in reading and writing;
- **90%** of schools reported increases in the number of pupils demonstrating positive attitudes to reading

It has supported our teachers in developing a more exciting curriculum for our children in EYFS and invigorated their approach to teaching reading and writing.

Project Headteacher, Mercers Closing the Vocabulary Gap Research Project, 2021-2

Thank you for continuing to champion children and the rich culture of storytelling, reading, and writing that we have. I hope that there will come a time when a balanced literacy curriculum and pedagogy that the CLPE highlights is integrated and embedded in schools across the country.

Project Teacher, Mercers Closing the Vocabulary Gap Research Project, 2021-2

Reflecting Realities

The Reflecting Realities report, identifies and evaluates representation within picture books, fiction and non-fiction for ages 3–11 and provides a benchmark to track and understand progress and a toolkit to support both producers and consumers of children's literature to be more critically reflective in the move towards a more inclusive future.

Alongside the publication of the report, CLPE have received funding from Paul Hamlyn Foundation to deliver a 3-year research project bringing quality representative literature into the classroom to investigate the impact this has on children's literacy outcomes. The final outcomes of the research will be published in 2024-25.

- **4** Annual Reflecting Realities Reports produced
- **884** books processed for the Reflecting Realities Survey during 2021-22
- **10** schools, **30** teachers and **900** children involved in CLPE's Reflecting Realities in the Classroom Research Programme during 2021-22

Reflecting Realities means exactly that. Ensuring that our imagined stories – regardless of genre and theme – include a diverse range of children who are living in our real world.

Sharna Jackson, Author, 2021-2

Everyone involved in publishing and beyond — from concept to press, librarians to booksellers — is responsible for evaluating the quality of a book's ethnic minority representation and its overall content. The CLPE's Degrees of Erasure offers practical guidance to hone this critiquing process so book-industry professionals and educators don't need to head-scratch when evaluating books for themselves.

Fabia Turner, founder of the Jericho Prize, 2021-2

The CLPE Poetry Award, The CLiPPA

CLPE is the National Poetry Centre for Primary Schools. As part of this role, we run the CLiPPA – the only award presented solely for published children's poetry. As part of the award, we also operate a school shadowing scheme to engage teachers and children with the collections shortlisted for the annual prize, giving winning schools the opportunity to perform on stage with the shortlisted poets at the prestigious award show, which is also livestreamed to wider audiences. In 2021-22:

- **5** poetry collections involving **6** poets were shortlisted for the award.
- **190** schools shadowed the CLiPPA
- **67** new poet videos were produced to support children's engagement with poetry in the classroom.
- **5** new Teaching sequences were written for the 5 shortlisted titles to support the teaching of poetry in the classroom.
- **782** audience members watched the live award show at the Southbank Centre

At Swaffield, we have found the CLiPPA Shadowing Scheme to be a brilliant way for our whole school community to engage with and deliver performance poetry. It provides us with everything needed to expose children and teachers to excellent material from both well-known and new poets. It offers new and exciting material spanning a wide range of poetic devices and gives us the all the resources to deliver it in a fresh and dynamic way across the entire school.

Jean Bennett, Year 6 Teacher, Swaffield Primary School, 2021-2

Being shortlisted for the CLiPPA and being involved in all the activity around the award has provided me with a much larger platform and audience for my work than I'd have normally had, as well as an invaluable opportunity to work alongside other poets and writers. I've seen the impact on school visit bookings as well as sales of my shortlisted collections. It's great to have the videos and resources to recommend to schools, and it's always fantastic to see the impact of the shadowing scheme and to meet the winning schools.

Matt Goodfellow, CLiPPA Shortlisted Poet, 2021 and 2022

Raising the profile of quality children's literature

At CLPE, we want to develop close working relationships with key partners and publishers, to become the bridge between schools and high-quality books. Our Literacy Library and Corebooks selections highlight the best of children's literature for the curriculum and book provision, curated by our librarian and expert teaching team.

We work with a range of children's publishers and partners to produce teaching notes, promote high–quality books, host book launches and curate Literacy Library Presents events, as well our librarian recommending books through the *Phoebe's Picks* Instagram videos and booklists. In 2021-22:

- **60** new free teaching resources were created to support the use of books in the classroom
- **18** new free teaching resources were created to support books shortlisted for major awards
- **7** book events took place to promote the use of quality literature
- **22** Authors, illustrators and poets partnered with us in our work
- **358** books were given away to schools as part of promotions and competitions

Working with CLPE is always a joy. Their creativity and enthusiasm for brilliant children's books is infectious. We've worked with CLPE for a number of years now on various teaching resources, and the material they produce is always excellent and incredibly in-depth.

Sarah Kimmelman, Andersen Press, 2021-2

Working with the CLPE is such a joy and a pleasure. The team have such passion, combined with a powerful depth of knowledge and expertise. Our values are very closely aligned and the impact they have on teaching practice and thus children's experience of quality literature is a true force for good – both educationally, but also in life outcomes.

Jo Humphreys-Davies and Peter Smith, Walker Books, 2021-2

Public benefit
The Charity has had regard to the Charity Commission's guidance on public benefit. We work to improve the life chances of children by ensuring that every child has access to quality experiences of literacy and that all teachers have the knowledge and resources to support children become confident, happy and enthusiastic readers and writers, with all the benefits this brings. We help schools to teach literacy in the most effective way. Our training and resources are all based on credible research and on the principles of effective continuing professional development.
All the money we make from our training courses and materials is used to add to our free resources, fund research and find out more about how to support children's developing literacy.

We've continued to work with First Story, Driver Youth Trust and the Fair Education Alliance, as part of a Literacy Advocacy Group to bring together key literacy organisations to make the case for future and further government funding for support for teachers and develop a manifesto for change.

We have also maintained and developed partnerships with independent booksellers including Letterbox Library and Peter's Books as well as giving away more than 350 books to primary schools through our competitions and #FridayGiveaways.

Plans for future periods
In order to ensure our sustainability and to make sure that we can continue to offer a range of high quality professional development to teachers, our plan is to continue to offer a full programme of online training alongside our face to face training, and to focus on making our Membership programme a value for money access route to all our resources for schools, that are continuously updated with our latest research findings. Our online programme and our Membership supports schools to access our services in an affordable way when the current economic landscape stretches school budgets and makes attendance at face to face training challenging.

We were pleased to be recognised as a National Portfolio Organisation by Arts Council England and we plan to build on this recognition with our research into the importance of inclusive children's books, the significance of picture books to developing literacy and our renowned work highlighting children's poetry.

Core funding from ACE and other trusts and foundations will help us to ensure we can maintain the quality of our free resources and to subsidise our activites so that we can avoid price increases if possible. We continue to benefit from funding for our research programmes in Early Language and inclusive literature and are planning new research projects to support our work in the future. This funding for research ensures we can continue to add to our expert knowledge and disseminate that new knowledge to our community of Schools, Teachers and Partners.

Financial Review
The pandemic caused a sudden halt in the demand for face to face CPD and this exacerbated a trend that we were beginning to see before 2020. We were already considering online training as a response and have built an affordable and flexible programme over the last two years. The online offer has now become a permanent part of our programme and is a significant proportion of our income. We have been supported with funding from ALCS and the Arts Council in support of our annual poetry award, from the Mercer's Foundation for our Improving Vocabulary project and Paul Hamlyn Foundation and the Arts Council for our work on Reflecting Realities in Childrens' Literature.
Training income has not returned to pre-pandemic amounts but the charity has earned a greater proportion of its total income in 2021/22 than the prior two years, given the support from the Government and Funders throughout the pandemic. This year, fees for attending our training and from our educational resources were 75% of total income (2020/21: 63%), income generated from grant funding, donations and sponsorship were 19% (2020/21: 33%) and income from rent and hire fees generated from our Centre were 5% (2020/21: 3%).

CLPE continues to follow demand from our beneficiaries by shifting focus between our service streams. Each has very different direct cost structures, which means that financial forecasting and operational planning include a higher degree of complexity and uncertainty than previous years. We will continue to deliver our services in line with our strategic plan, which is focused on rebuilding reserves over the next 3 years, by seeking support from charitable organisations while we grow our Membership offer to help CLPE again be self-funding. Our successful bid for funding as a National Portfolio Organisation for Arts Council England will support us greatly in this aim.

Unrestricted reserves have fallen below the target operating reserve level by £97k. Due to the continuing shift in our activities, we have considered whether there is an impairment of any of our asset values but identified none.

Going concern
The Trustees are confident that the charity is a going concern on the basis that the organisation can continue to meet its obligations for the foreseeable future. Trustees receive the finance reports each term, and consider major dependencies and potential mitigations within the risk assessment reviewed at each meeting.

Investment Policy
The charity's funds are expected to be spent in the medium term, so there are no funds held in investments. CLPE is placing available cash into short term savings accounts to benefit from Interest rates that have started to improve after being very low for a number of years.

Reserves Policy
This policy is reviewed regularly in line with our strategic plan. The current total reserves stand at £315k, £84k of which is restricted for use on three ongoing funded projects.
In deciding the level of reserves that the charity needs to hold, the trustees consider what the reserves are represented by in terms of net assets, and therefore what funds are freely available to spend on any of the charity's purposes. The Trustees consider the funds freely available to spend, to be limited to the net value of assets and liabilities that represent cash, or are readily converted into cash. On this basis, cash funds available exceed our total reserves, therefore the Trustees consider the full £315k total reserves are available funds.

Taking into account the resources needed for working capital to cope with fluctuations in cash flow, and an assessment of the major risks to which the charity is exposed, the Trustees have determined that an appropriate level of funds to designate as an operating cost reserve should be broadly equivalent to 3 months operating costs plus a further 3 months' rent. As at 31 August 2022 this equates to £328k. Current unrestricted reserves of £231k are below the targeted operating cost reserve. The Trustees consider that this is a satisfactory position and that CLPE is able to weather the continuing uncertainties of the coming financial year. This policy is reviewed regularly in line with our strategic plan, which is focused on rebuilding reserves over the next 3 years, after potentially dipping further into them in 2023.

Structure, Governance and Management

Recruitment and Appointment of Trustees
There are 12 Trustees for the charity who share their extensive expertise from backgrounds in education, publishing, finance, law and local government to support the work of the charity. Trustees reviewed the skills, knowledge and expertise of the board as well as the committee structure to ensure that the board is fit for purpose to deliver the new plan. In 2021, aware that long serving trustees were coming to the end of their terms, we implemented a strategy of careful succession planning. We adjusted our Articles to allow us to appoint 16 trustees and temporarily increased the number of trustees from 12 to 16. This ensured that new trustees can be mentored appropriately before long-serving trustees finish their terms. 4 new trustees were appointed with skills and experience that widen the Boards combined skill sets in the areas of communications, marketing, HR and publishing. We were also keen to ensure that our board reflected the diversity of our nation and worked hard to ensure that we recruited new trustees from a diverse range of backgrounds. Our long-standing Chair and Vice-Chair came to the end of their terms at the end of this year and the board undertook a process of application, interview and appointment resulting in two new appointments with effect from the 1st September 2022.

Risk Management
Throughout this year, the Board of Trustees has conducted a regular review of the major risks to which the charity is exposed. A risk register is discussed at every committee and full meeting and updated as a consequence of these discussions. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. While we continue to benefit from support from Funding enabling CLPE to maintain and improve our services, this is identified as a risk as the availability of Funding can be inconsistent. In the current climate for charities and schools, our plan to be fully self-sustaining is expected to take a further two to three years. Internal control risks are minimised by adherence to our Manual of Authorities. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity. The

risk assessment, and procedures for mitigating health and safety considerations, were expanded to cover risks associated with the pandemic.

Organisational Structure
The Charitable Trust was set up in November 2001 when the organisation was transferred from Local Education Authority (LEA) control.
CLPE is a registered charity and a company limited by guarantee. Its registered office is as shown on page 1. It is governed by its Articles of Association. The management of the Charity is the responsibility of the Trustees who are appointed under the terms of the Articles of Association.

The CLPE has a Board of Trustees that meets each term, and there is also a Finance and HR committee and an Operations and Evaluation Committee.

Trustees are provided with an induction pack which includes the Articles of the Company, information about the duties and responsibilities of charity trustees and further information from the Charities Commission.
There are currently 12 Trustees with a variety of professional backgrounds relevant to the work of the charity.

There are special projects groups convened by the board to develop various projects and the longer term strategy. These groups are advisory rather than a decision making bodies but do have terms of reference agreed by the full trustee board and report to the full trustee meetings.

Day to day responsibility for the provision of the services rests with the Chief Executive along with the Senior Leadership Team. This is guided by a Manual of Authorities which is reviewed annually.

The Chief Executive is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Senior Leadership Team has responsibility for the day-to-day operational management of the Centre, income generation and individual supervision and development of the staff team.

Responsibilities of Trustees
The Trustees (who are the directors of The Centre for Literacy in Primary Education for the purposes of company law) are responsible for preparing the 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

Statement of disclosure of information to auditors
The Trustees have confirmed that, so far as they are aware, there is no relevant audit information of which the Company's auditors are unaware, and that they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

Preparation of the report
This report of the Trustees has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

Auditors
The trustees have appointed Goldwins as their auditors. Goldwins have accepted this appointment under Section 485 of the Companies Act 2006.

This report was approved and authorised for issue by the Trustees on 22 Feb 2023 and signed on their behalf by:

.....
Catherine Rose
Chair of Trustees

Opinion

We have audited the financial statements of The Centre for Literacy in Primary Education (the 'charitable company') for the year ended 31 August 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes to the financial statements, 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 2022 and of 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 Companies Act 2006.

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.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the director's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report which includes the directors' prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has [have] been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charity 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

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
- Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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.

Anthony Epton

.....

Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

Date: 28 February 2023

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Statement of Financial Activities
(Incorporating Income and Expenditure Account)

For the Year Ended 31 August 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Income from:					
Donations	2	24,628	10,000	34,628	*312,745*
Charitable activities	3	1,031,695	230,916	1,262,611	*1,036,657*
Other trading activities	4	69,029	-	69,029	*45,619*
Investments	5	640	-	640	*199*
Total income		**1,125,992**	**240,916**	**1,366,908**	*1,395,220*
Expenditure on:					
Charitable activities	6	1,263,010	232,607	1,495,617	*1,352,817*
Total expenditure		**1,263,010**	**232,607**	**1,495,617**	*1,352,817*
Net movement in funds		**(137,018)**	**8,309**	**(128,709)**	*42,403*
Reconciliation of funds:	17				
Total funds brought forward		368,124	75,783	443,907	*401,504*
Total funds carried forward		**231,106**	**84,092**	**315,198**	*443,907*

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Balance Sheet

As at 31 August 2022

	Note	£	£	£	£
Fixed assets:					
Tangible assets	11		151,343		*215,499*
Intangible assets	12		68,460		*92,622*
			219,803		*308,121*
Current assets:					
Stocks	13	15,891		*18,558*	
Debtors	14	109,368		*112,920*	
Cash at bank and in hand		418,684		*642,101*	
		543,943		*773,579*	
Creditors: amounts falling due within one year	15	**(410,215)**		*(589,460)*	
Net current assets			**133,728**		*184,119*
Creditors: amounts falling due after one year	16		**(38,333)**		*(48,333)*
Total net assets			**315,198**		*443,907*
Charity Funds	17				
Restricted funds			84,092		*75,783*
Unrestricted funds			231,106		*368,124*
Total funds			**315,198**		*443,907*

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

The financial statements were approved and authorised for issue by the Trustees on 22 February 2023 and signed on their behalf, by:

Catherine Rose
Chair of Trustees

The attached notes form part of these financial statements.

Company registration number: 04385537

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Statement of Cash Flows

For the Year Ended 31 August 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	19	**(214,057)**	*294,622*
Cash flows from investing activities:			
Cash flows from interest		640	*199*
Purchase of tangible fixed assets		-	*(13,336)*
Purchase of intangible fixed assets		-	*(96,649)*
Net cash used in investing activities		**640**	*(109,786)*
Cash flows from financing activities:			
Cash inflows from new borrowing		-	-
Repayments of borrowing		(10,000)	*(1,667)*
Cash provided by / (used in) financing activities		**(10,000)**	*(1,667)*
Change in cash and cash equivalents in the year		**(223,417)**	***183,169***
Cash and cash equivalents brought forward		642,101	*458,932*
Cash and cash equivalents carried forward	20	**418,684**	*642,101*

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) and the Companies Act 2006.

The Centre for Literacy in Primary Education 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 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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.

1.4 Income

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

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Bank interest is included when receivable.

Income from charitable trading activity is accounted for when earned.

Income from grants where related to performance and specific deliverable is accounted for as the charity earns the right to consideration by its performance.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

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

All expenditure is inclusive of irrecoverable VAT.

1.6 Fixed assets and depreciation
Tangible fixed assets

All assets costing more than £500 are capitalised.

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

Leasehold improvements	-	20% (5 years) Straight line with nil residual value.
Library	-	12.50% (8 years) Straight line with nil residual value.
Furniture and fittings	-	20% (5 years) Straight line with nil residual value.
Computers and equipment	-	25% (4 years) Straight line with nil residual value.

1.7 Intangible assets

Website development costs are capitalised as intangible assets only when the following criteria are met: (i) it is technically feasible to complete the product so it will be available to use; (ii) management intends to complete the product or sell it; (iii) there is ability to use or sell the product; (iv) it can be demonstrated how the software product will generate future economic benefits; (v) the expenditure attributable to the product during its development can be measured reliably. Website development costs are amortised over their useful economic life of 4 years.

1.8 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight-line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

1.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.10 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.11 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.

1.12 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.

1.13 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 within interest payable and similar charges.

1.14 Pensions

Staff up to 2008-09 were eligible for membership of the Local Government Pension Scheme (LGPS), administered by the London Borough of Southwark, which acts as an Administering Authority. The scheme was closed to new staff during that year. The Local Government Pension Scheme was a defined benefit scheme based on final pensionable salary, but from The Centre for Literacy in Primary Education's perspective became a defined contribution scheme during 2013-14. Pension costs charged in the Statement of Financial Activities represent the contributions recommended by the independent actuary and payable by the charity in the year.

Staff not in the Local Government Pension Scheme are eligible for inclusion in a defined contribution scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the scheme.

1.15 Critical accounting estimates and areas of judgment

In the application of the Company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Depreciation and accruals are the areas which give rise to judgement and estimates.

2. Income from donations

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
CLIPPA Awards	-	10,000	10,000	*10,000*
Funding	24,628	-	24,628	*302,745*
Total donations	**24,628**	**10,000**	**34,628**	*312,745*
Total 2021	*111,703*	*201,042*	*312,745*	

3. Income from charitable activities

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Power of Reading	747,852	-	747,852	*623,787*
Courses and conferences	165,575	-	165,575	*183,024*
Funded projects	-	230,916	230,916	*153,076*
Cross sector work	58,897	-	58,897	*28,338*
School CPD	55,205	-	55,205	*43,827*
Publications	4,166	-	4,166	*4,605*
	1,031,695	**230,916**	**1,262,611**	*1,036,657*
Total 2021	*883,581*	*153,076*	*1,036,657*	

4. Income from other trading activities

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Premises income	69,029	-	69,029	*45,619*
Total income from other trading income	**69,029**	**-**	**69,029**	*45,619*
Total 2021	*45,619*	-	*45,619*	

5. Income from investments

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Bank interest receivable	**640**	**-**	**640**	*199*
Total 2021	*199*	*-*	*199*	

6. Analysis of resources expended by activities

	Direct costs 2022 £	Staff costs 2022 £	Support costs 2022 £	Total 2022 £	*Total 2021 £*
Awards & Donations	4,591	12,595	13,137	30,323	*286,064*
Funded projects	121,444	96,163	15,000	232,607	*171,305*
Courses and conferences	29,612	84,678	88,321	202,611	*179,940*
Power of Reading	39,972	382,466	398,919	821,357	*603,284*
Cross sector work	7,330	30,121	31,417	68,868	*26,671*
School CPD	5,039	28,233	29,448	62,720	*39,608*
Publication sales	611	2,131	2,222	4,964	*5,734*
Expenditure on trading activities: Cost of generating Premises Income	43	35,303	36,821	72,167	*40,211*
Total	**208,642**	**671,690**	**615,285**	**1,495,617**	*1,352,817*

7. Support costs

	Total 2022	*Total 2021*
	£	*£*
Legal and professional	1,713	*13*
Rent	79,614	*61,506*
Telephone	5,853	*6,491*
IT costs	30,368	*42,200*
Light and heat	13,531	*7,495*
Rates	6,392	*1,797*
Insurance	12,155	*9,405*
Other premises costs	29,292	*76,930*
Cleaning	12,156	*5,790*
Security	7,020	*1,196*
Publicity and marketing	74,616	*57,585*
Printing, postage and stationery	13,741	*9,503*
Bank charges	570	*947*
Other operating costs	6,334	*5,812*
Wages and salaries	191,146	*172,749*
Depreciation	88,319	*92,597*
Governance costs (note 8)	42,465	*36,040*
Total	**615,285**	*588,056*

The basis of allocation for support costs is according to staff time spent on projects as well as actual expenses incurred.

8. Governance costs

	Unrestricted funds 2022	*Total funds 2021*
	£	*£*
Auditor's remuneration	9,881	*9,783*
Reimbursement of Trustees' expenses	919	-
Wages and salaries	30,369	*21,368*
Other costs	1,296	*4,889*
Total	**42,465**	***36,040***

9. Net income/(expenditure)

This is stated after charging:

	2022	2021
	£	£
Depreciation of tangible fixed assets:		
- owned by the charity	64,156	66,779
Amortisation of intangible fixed assets	24,162	13,971
Auditor's remuneration - audit	8,333	8,333
Operating lease rentals	79,614	61,506

During the year, no trustee received any remuneration (2021 - £Nil). During the year, no trustee received any benefits in kind (2021 - £Nil). During the year, two trustees received reimbursement of expenses of £919 (2021 - Nil).

10. Staff costs

Staff costs were as follows:

	2022	2021
	£	£
Wages and salaries	740,852	642,480
Social security costs	74,965	61,329
Other pension costs	47,418	55,068
Total	**863,235**	**758,877**

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

	2022	2021
	No.	No.
Educational staff	7	7
Support staff	14	13
Total	**21**	**20**

The number of higher-paid employees was:

	2022	2021
	No.	No.
In the band £60,000 - £69,999	2	-
In the band £70,000 - £79,999	-	1
In the band £80,000 - £89,999	1	-

Key management personnel comprises of four (2021: six) members of senior management and the Chief Executive. The total benefits received by key management personnel in the year amounted to £361,444 (2021: £361,998).

11. Tangible fixed assets

	Leasehold improvements	Library	Furniture and fittings	Computers and equipment	Total
	£	£	£	£	£
Cost or valuation					
At the start of the year	139,221	254,121	35,795	77,706	506,843
Disposals	-	-	-	(11,160)	(11,160)
At the end of the year	**139,221**	**254,121**	**35,795**	**66,546**	**495,683**
Depreciation					
At the start of the year	111,922	91,503	28,572	59,347	291,344
Charge for the year	22,901	31,765	2,316	7,174	64,156
Eliminated on disposal	-	-	-	(11,160)	(11,160)
At the end of the year	**134,823**	**123,268**	**30,888**	**55,361**	**344,340**
Net book value					
At the end of the year	**4,398**	**130,853**	**4,907**	**11,185**	**151,343**
At the start of the year	*27,299*	*162,618*	*7,223*	*18,359*	*215,499*

12. Intangible Fixed Assets

	Website & App development	Total
	£	£
Cost or valuation		
At the start of the year	108,449	108,449
At the end of the year	**108,449**	**108,449**
Depreciation		
At the start of the year	15,827	15,827
Charge for the year	24,162	24,162
At the end of the year	**39,989**	**39,989**
Net book value		
At the end of the year	**68,460**	**68,460**
At the start of the year	*92,622*	*92,622*

13. Stocks

	2022	*2021*
	£	*£*
Books stock	**15,891**	*18,558*

14. Debtors

	2022	*2021*
	£	*£*
Trade debtors	55,936	*62,906*
Other debtors	2,934	-
Prepayments and accrued income	50,498	*50,014*
Total	**109,368**	*112,920*

15. Creditors: Amounts falling due within one year

	2022	*2021*
	£	*£*
Trade creditors	82,041	*101,606*
Other taxation and social security	21,733	*33,836*
Other creditors	11,589	*27,823*
Accruals and deferred income	294,852	*426,195*
Total	**410,215**	***589,460***

Deferred income

	£
Deferred income at the start of the year	315,332
Amounts released from previous years	(315,332)
Amount deferred in the year	284,510
Deferred income at the end of the year	**284,510**

Deferred income comprises invoiced or received in the year relating to services to be provided in the next financial year.

16. Creditors: Amounts falling after one year

	2022	*2021*
	£	*£*
Bank loan	38,333	*48,333*
Total	**38,333**	48,333

17. Statement of funds

Statement of funds - current year

	Balance at the start of the year £	Income £	Expenditure £	Transfers in/(out) £	Balance at the end of the year £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	312,000	-	-	16,000	328,000
General funds					
General reserves	56,124	1,125,992	(1,263,010)	(16,000)	(96,894)
Total unrestricted funds	**368,124**	**1,125,992**	**(1,263,010)**	**-**	**231,106**
Restricted funds:					
Improving Vocabulary	62,286	91,910	(78,847)	-	75,349
Reflecting Realities 2021	5,646	-	(5,646)	-	-
Reflecting Realities Survey 2022	-	27,796	(23,936)	-	3,860
Reflecting Realities in the Classroom	-	96,360	(96,360)	-	-
CLIPPA 2021	7,851	-	(7,851)	-	-
CLIPPA 2022	-	24,850	(19,967)	-	4,883
Total restricted funds	**75,783**	**240,916**	**(232,607)**	**-**	**84,092**
Total funds	**443,907**	**1,366,908**	**(1,495,617)**	**-**	**315,198**

Designated Funds
The operating cost reserve represents amounts set aside to provide financial stability should CLPE suffer unexpected events, losses of income or large unbudgeted expenses. It is calculated in line with the Reserves Policy, at 3 months operating costs plus a further 3 months rent.

Restricted Funds
The Reflecting Realities project is anticipated to be ongoing. The 2021 and 2022 Surveys have been funded by Arts Council England.

Reflecting Realities in the Classroom is a 3 year programme funded by the Paul Hamlyn Foundation.

The CLIPPA is an award for published poetry for children in the UK. For the 2021 and 2022 award Funding was received from The Authors Licensing and Collection Society and Arts Council England.

Improving Vocabulary is an annual programme, in partnership with Dolly Parton's Imagination Library. It is funded by the Charity of Sir Richard Whittington, which is administered by The Mercers' Foundation. It is expected to run for 3 years.

17. Statement of funds (continued)

Statement of funds - prior year

	Balance at the start of the year £	*Income* £	*Expenditure* £	*Transfers in/(out)* £	*Balance at the end of the year* £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	*312,000*	-	-	-	*312,000*
General funds					
General reserves	*741*	*1,041,102*	*(985,719)*	-	*56,124*
Total unrestricted funds	*312,741*	*1,041,102*	*(985,719)*	-	*368,124*
Restricted funds:					
Reflecting Realities 2020	*10,071*	-	*(10,071)*	-	-
CLIPPA 2020	*14,242*	-	*(14,242)*	-	-
Improving Vocabulary	*64,450*	*91,910*	*(94,074)*	-	*62,286*
Reflecting Realities 2021	-	*29,996*	*(24,350)*	-	*5,646*
CLIPPA 2021	-	*29,950*	*(22,099)*	-	*7,851*
Culture Recovery Fund	-	*191,042*	*(191,042)*	-	-
Poetry in the Primary Classroom	-	*11,220*	*(11,220)*	-	-
Total restricted funds	*88,763*	*354,118*	*(367,098)*	-	*75,783*
Total funds	*401,504*	*1,395,220*	*(1,352,817)*	-	*443,907*

18. Analysis of net assets between funds

Analysis of net assets between funds – current year

	Unrestricted funds 2022 £	**Restricted funds 2022** £	**Total funds 2022** £
Tangible fixed assets	151,343	-	151,343
Intangible fixed assets	68,460	-	68,460
Current assets	459,851	84,092	543,943
Creditors due within one year	(410,215)	-	(410,215)
Creditors due after one year	(38,333)	-	(38,333)
Total	**231,106**	**84,092**	**315,198**

18. Analysis of net assets between funds

Analysis of net assets between funds – prior year

	Unrestricted funds	*Restricted funds*	*Total funds*
	2021	*2021*	*2021*
	£	£	£
Tangible fixed assets	*215,499*	-	*215,499*
Intangible fixed assets	*92,622*	-	*92,622*
Current assets	*697,796*	*75,783*	*773,579*
Creditors due within one year	*(589,460)*	-	*(589,460)*
Creditors due after one year	*(48,333)*	-	*(48,333)*
Total	*368,124*	*75,783*	*443,907*

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

	2022	*2021*
	£	£
Net expenditure for the year (as per the Statement of Financial Activities)	(128,709)	*42,403*
Adjustment for:		
Depreciation	88,318	*80,750*
Disposals of fixed assets	-	*11,847*
Interest, rent and dividends from investments	(640)	*(199)*
Increase/(decrease) in stock	2,667	*8,776*
(Increase)/decrease in debtors	3,552	*30,023*
Increase/(decrease) in creditors	(179,245)	*121,022*
Net cash (used in)/provided by operating activities	**(214,057)**	*294,622*

20. Analysis of cash and cash equivalents

	2022	*2021*
	£	£
Cash in hand	418,684	*642,101*
Total	**418,684**	*642,101*

21. Pension commitments

The charity's employees belong to one of two pension schemes: The Pension Trust scheme (PT) for academic and related staff and, for non-teaching staff. The Local Government Pension Scheme (LGPS) for non teaching staff. Both The LGPS scheme and The PT scheme are defined contribution schemes.

Contributions amounting to £1,580 were payable to the LGPS at 31 August 2022 (2021: £1,042) and no contributions were payable to the PT as at 31 August 2022 (2021: £5,759). All amounts are included within creditors at the year-end.

21. Pension commitments (continued)

Local Government Pension Scheme

The Local Government Pension Scheme (LGPS) is a funded defined-contribution scheme, with the assets held in separate trustee-administered funds.

Since 1 April 2014, the London Borough of Southwark has introduced a policy whereby Centre for Literacy in Primary Education's pension risk as an admitted body is underwritten by London Borough of Southwark. Centre for Literacy in Primary Education's contribution rate has been fixed at the rate certified by the 2010 triennial actuarial valuation for as long as the charity remains an employer in the fund. As the Council is now taking responsibility for any deficits and the charity has a fixed contribution rate, the scheme is now a defined contribution scheme for accounting purposes.

The agreed contribution rates for future years are 24.1% of pensionable pay for CLPE in respect of future accrual of benefits for active members. For employees, contributions are dependent on the level of their full-time equivalent salary ranging from 5.5% to 10%.

The total contribution made for the year ended 2022 was £6,300 (2021: £12,342), of which employer's contributions totalled £5,093 (2021: £9,812) and employees' contributions totalled £1,207 (2021: £2,530).

The Pension Trust Scheme

The Pension Trust Scheme (PT) is a defined contribution scheme.

The employer's contribution rates during the year were 6%. The employees' contribution rates during the year were 5%.

The total contribution made for the year ended 2022 was £77,140 (2021: £61,149), of which employer's contributions totalled £42,325 (2021: £34,058) and employees' contributions totalled £34,815 (2021: £27,091).

22. Operating lease commitments

At the year-end, the total of Charity's future minimum lease payments under non-cancellable operating leases was:

	Land and buildings		Other	
	2022	*2021*	**2022**	*2021*
	£	*£*	**£**	*£*
Amounts payable:				
Within 1 year	115,916	*115,916*	5,536	*6,676*
Between 1 and 5 years	463,664	*463,664*	5,746	*14,018*
After more than 5 years	1,632,484	*1,738,740*	-	-
Total	**2,212,604**	*2,318,320*	**11,282**	*20,694*

23. Related party transactions

One Trustee is nominated by the London Borough of Southwark, as outlined in The Centre for Literacy in Primary Education's Articles of Association.

THE CENTRE FOR LITERACY IN PRIMARY EDUCATION

England & Wales - Charity number 1092698

Accounts

Registered number: 04385537
Charity number: 1092698

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Trustees' Report and Financial Statements

For the Year Ended 31 August 2021

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

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The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Reference and Administrative Details of the Charity, its Trustees and Advisers

For the Year Ended 31 August 2021

Trustees

Elaine McQuade
Caroline Pidgeon
Ali Mawle
Jacqueline Gillan
Nicola Parker
Justin Shinebourne
Catherine Rose
Antonia Byatt
Beverley Greathead
Ronald Woods
Cecilia Weiler
Rukhsana Yasmin

Company registered number

04385537

Charity registered number

1092698

Registered office

Webber Street
London
SE1 8QW

Company secretary

Maria Deady

Chief executive officer

Louise Johns-Shepherd

Independent auditor

Goldwins Limited
75 Maygrove Road
London
NW6 2EG

Bankers

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

Barclays Bank plc
53 The Broadway
London
W5 5JS

Santander Business Banking
Bridle Road
Bootle
Liverpool
L30 4GB

Solicitors

Bates Wells
10 Queen Street Place
London
EC4R 1BE

Trustees Report

For the Year Ended 31 August 2021

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the audited financial statements of the charity for the year ended 31 August 2021. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the 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 (FRS 102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015) and update Bulletin 2 (effective 1 January 2019).

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Nicky Parker, Chair of Trustees

I'm proud that CLPE has continued to carry out work of exceptional quality during a challenging year. The continued growth, new funding and awards are testament to the dedication of a highly talented staff and supportive trustee board. Since the pandemic struck, CLPE has proved itself creative, nimble and unafraid to take on new challenges, pivoting in delivery methods whilst adhering to the five-year strategic plan. In the last year we have delivered significant amounts of online training to support schools to teach literacy creatively and effectively - because research shows that reading for pleasure has more positive impact on a child's future than anything else. For those who have been able to visit the centre for face to face training, our crowd-funded Literacy Library remains a place of beauty and inspiration. We carried out the fourth cycle of our ground-breaking research project Reflecting Realities, the UK's first annual survey of ethnic diversity in children's literature published in this country. It continues to provide data to track and understand progress towards a more inclusive future and to support teachers and publishers. It is already having a positive impact. All children have an equal right to freedom of thought and education and all need to find themselves in stories. We remain true to our vision: to improve children's life chances by putting high quality literature at the heart of all learning.

Louise Johns-Shepherd, Chief Executive

2020-21 was another year of uncertainty for the charity. Along with our colleagues in schools and in other charities, we felt like it was a year where every time we made a plan, we had to change it and adjust for a new situation, new guidance or new restrictions. It is a testament to the resilience of the charity, its staff team and its board that, despite the constantly changing landscape we have had an extremely successful year. Once again, we have increased the number of people who are using our services, and the number of children who are impacted by our work. The evaluations of our resources and training continue to show that we are delivering high quality, impactful and much needed support to schools and we are heartened by the way in which our research and our work is valued in schools across the country. The demonstrable impact of our work has enabled us to seek support from a range of organisations this year and we are incredibly grateful for the support we have received from funding bodies, other literacy organisations and our partners.

On World Book Day this year we published research which showed that more than 40% of children in primary schools hadn't been able to take books home during the pandemic. Teachers are telling us about the impact this has had on the children in their classroom, particularly those children who were already facing disadvantage in their lives. Our work has never been more important and we are looking forward to 2021-22 and to celebrating the 50 years that CLPE has been in existence by making sure that we support more teachers, more schools and more children than ever before.

Our Team

The CLPE team is made up of teachers, librarians, communicators, project managers and administrators from a range of backgrounds working together in a beautiful old school building in the very middle of London. All our teaching team have recent classroom and leadership experience and they use this to support their research, writing and development of all our courses and materials. We now have a staff of 21 people in full and part time positions as well as a wider team of Associate Teachers working with us around the country. We have 18 Associate Schools who are beacons of practice across England where schools can visit and see CLPE practice thriving. We have a wider team of associates working with us to support the delivery of our extended programme, fundraise, research and support our marketing and communications work. We continue to build partnerships with likeminded organisations ensuring our work and research is disseminated and communicated as widely as possible. During 2020-21 we have worked to develop our staffing structure to ensure that we can fully respond to the needs of the sectors we work with and within as we move forward to deliver our Strategic Plan.

Our Trustees

We are a charity and governed by a board of trustees. Our trustees meet four times a year as an entire board, and we have two committees: Finance Committee and Operations Committee. Trustees also form smaller, time limited special project committees to support the implementation of our strategic plan and to take forward particular projects. Our Trustees are committed to ensuring that we have the full range of skills and knowledge on our board and work to ensure we are implementing the principles of good governance and working as an effective board. Our board has worked with agility during the time of the pandemic, meeting more frequently and regularly reviewing finance and activity as well as planning for stability in a time of change. We have been keen to ensure that our work is guided by delivering our Strategic Plan throughout these difficult times and Trustees worked with the staff during 2020-21 to ensure that our organisation and staffing was fit for purpose as we move forward to future years.

CLPE Trustees

- Antonia Byatt
- Jackie Gillan – Chair of Finance Committee
- Beverley Greathead
- Ali Mawle
- Elaine McQuade – Vice Chair of Trustees
- Caroline Pidgeon
- Nicky Parker – Chair of Trustees
- Catherine Rose – Chair of Operations Committee
- Justin Shinebourne
- Cecilia Weiler
- Ronnie Woods
- Rukhsana Yasmin

Company Secretary: Maria Deady, Centre and HR Manager.

Farrah Serroukh, Learning Programmes Leader works with the Trustees Special Projects Group and Rachel Doran, Finance Manager works with the Finance Committee. Maria Deady, Charlotte Hacking and Sarah James work with the Operations Committee. Other members of the Staff Senior Leadership Team work with the full board and committees as required.

2020-2021 – Review of the Year and Impact.

CLPE works with teachers and others that work in primary schools. We offer high quality training, resources and support to help teachers to develop their subject knowledge to improve their teaching of literacy and their knowledge about children's literature.

We continue to work to the aims of our Strategic Plan, which began in 2019 and which we reviewed at the end of 2020-21.
By 2027 we want to:

- Be recognised as **the** national Centre of Excellence in primary literacy practice and the national champion for children's literature
- Have a defined research and development programme and a publication strategy which builds on the CLPE legacy of expert knowledge, practice and research and which evidences the impact of our work
- Share our practice and research as widely as possible by developing our online resources and working to enable as many teachers as possible to access them, becoming the natural first choice for primary literacy resources online;
- Establish our Literacy Library as a 'destination' in the charity, education and publishing worlds and beyond ensuring we have a strategy to maintain and develop the building.
- Have maintained our presence outside London remaining accessible from places of identified need and build our national profile in order that we are seen as the trusted national expert for literacy teaching.

2019-20 was a very challenging year for us as a charity, but we learnt many valuable lessons from our experience, widened our reach and reputation and added an alternative income stream to our work through the development of a series of online CPD opportunities. This year we have built on this success and in 2020-21, we were awarded funding from the Arts Council Culture Recovery fund and the Paul Hamlyn Foundation. We have been able to extend our online work and offer a full online programme alongside a cautiously planned programme of face to face training, as we saw lockdown restrictions eased. We continued to make use of the Government furlough scheme to support us during continuing periods of lockdown in 2020-21, making decisions on staffing to support delivery as necessary. This additional funding and support made an enormous difference to us being able to continue our work at this time.

In July 2020, we released our recovery curriculum teaching notes to support primary children with the transition back into school in September. These notes were based on Here We Are: Notes for Living on Planet Earth by Oliver Jeffers and more than 13,000 teachers registered to receive the notes by the beginning of September and were using these as the basis of their planning for the new academic year. On the 8th October 2020, Oliver Jeffers himself helped us to celebrate the enormous success of this project by hosting a school assembly alongside CLPE CE Louise Johns-Shepherd and unveiling a 180ft hording in the centre of the Kings Cross Estate in London. We worked with the Kings Cross Estate, Kings Cross Academy, Harper Collins and Oliver Jeffers to put together this display which reproduced 'notes to the world' from the children at one of our Associate Schools, Kings Cross Academy, alongside a range of children's authors and illustrators, including Oliver Jeffers, Michael Rosen, Shirley Hughes, Ed Vere and Konnie Huq. Oliver also appeared in a video podcast now hosted on CLPE's YouTube channel to talk about his work and the impact of the back to school unit. In December 2020 we launched a unit around Oliver Jeffers What We'll Build to support schools in January 2021, including home learning to support during lockdown and in April 2021 we launched the focus for our 2021-22 back to school unit 'Growing our World' at a special Literacy Library Presents Event, centred around three books, Errol's Garden by Gillian Hibbs, The Secret Sky Garden by Linda Sarah and Fiona Lumbers, and The Promise by Nicola Davies and Laura Carlin. By August 2021, 5700 schools had signed up to receive the resources.

Face to face school INSETs relaunched in September 2020, and a programme of online INSET launched alongside this, with schools able to select from a menu of whole day sessions on Teaching Writing, Developing a Reading for Pleasure School and Planning the Curriculum Around a Quality Text. This extended in January 2021, to options for two hour INSETs based on our Power of a Rich Reading Curriculum webinars on the topics of Poetry, Picturebooks, Non-Fiction and Reflecting Realities in the Primary Classroom.

This year was unusual for us as circumstances meant we had to schedule two of our Children's Poetry Awards (the CLiPPA) within one financial year. We received continued funding from both the Arts Council England and the Authors' Licensing and Collecting Society to support the running of the 2020 and 2021 award and shadowing scheme.

Our partners at The National Theatre were unable to host the CLiPPA in July 2020, so we went forward by partnering with The Cheltenham Literature festival who were able to host a virtual award ceremony as part of their virtual festival. We announced the shortlist for the 2020 award on 1st October, with press coverage in The Bookseller, a blog tour including posts from the judges and shortlisted poets and competitions to win the shortlisted books with partners National Poetry Day and World Book Day. The award ceremony took place on 9th October. The 4 judges, led by Valerie Bloom, hosted the show and all five of the shortlisted poets performed poems from their shortlisted collections. The show culminated with the announcement of Zaro Weil as the winner of the 2020 award, with her collection, Cherry Moon, and the opening of the school shadowing scheme. The event was livestreamed to an estimated audience of 4000 and recorded and made available to a much wider audience after the event. The school shadowing scheme ran from October to December. Nearly 500 schools registered to take part and in December 2020, we announced five winners from Minchinhampton Academy in Gloucestershire, St Matthew's CE Primary School in Birmingham, Norwich Road Academy in Norfolk, Mandeville Primary School in St Albans and Swaffield School in Wandsworth.

Our partnership with the Cheltenham Literature Festival continued for the 2021 award, with a live award show for over 400 children at the festival on the 11th October 2021. In July 2021 we announced the shortlist for the 2021 award to an audience of over 350 attendees at The Globe Theatre in London as part of the Poetry By Heart live finals. Our shadowing winners from Norwich Road Academy in Norfolk and Swaffield School in Wandsworth attended the ceremony to perform alongside shortlisted poets Jane Newberry, Matt Goodfellow, Michael Rosen and Manjeet Mann in a short show hosted by the chair of the 2021 judging panel, Allie Esiri. Learning Programme Leader and CLiPPA Judge Charlotte Hacking appeared on BBC Radio Norfolk on the morning of the event to talk about the school shadowing scheme and to highlight the achievements of Norwich Road Academy. The 2021 award took place as a live event at the festival, with all five shortlisted poets performing as well as the children from St Matthew's CE Primary, Birmingham, the overall winners of the 2020 shadowing scheme. The announcement of the winner, Michael Rosen, engaged much attention in the press with a wide coverage including on the BBC, in The Guardian, The i, Times Radio, The Bookseller, The Week Junior and First News. The 2021 shadowing scheme launched at the event and will run to 11th February 2022.

In November 2020, we had recruited for two face to face Power of Reading groups and a Closing the Vocabulary Gap in the Early Years course in our Literacy Library. We also began the first year of training for our Closing the Vocabulary in the Early Years project funded by the Mercer's Foundation. These were planned with restricted numbers to comply with government guidance. However, a lockdown in November meant that these had to be moved online with the intention to move back to face to face once restrictions lifted. We were joined in the online sessions by authors Alexis Deacon, SF Said, Ken Wilson-Max and Ed Vere.

We also introduced a Power of Reading Online course for the first time, offering our flagship programme to a broader reach of schools, both nationally and internationally, recruiting to three groups and a total of 67 participants. We also designed and delivered a full webinar programme, continuing our low-cost 'Planning Around a Text' webinars, and a free event for Schools and Subject Leaders as well as developing a new mid-tier price level of research-based webinars. Between September 2020 and July 2021 we ran 25 low cost or free webinars to support teachers from Nursery through to Y6 to plan with a book at the centre of their curriculum. 1238 teachers attended these sessions. We developed a 'research series' where we investigate key aspects of our research and support teachers' to develop their subject knowledge. These focussed on Understanding the Reading Journey, Understanding the Writing Journey, Phonics in a Rich Reading Curriculum, Meeting the Needs of Children with English as an Additional Language and 4 webinars based on the expert knowledge contained in our book, The Power of a Rich Reading Curriculum, on picturebooks, poetry, non-fiction and reflecting realities in the primary classroom. These session reached a total of 2081 teachers. This programme significantly improved our reach, revenue and reputation as a quality training provider throughout another year of significant periods of disruption.

This online programme has met a need in the system providing both subject knowledge and pedagogical content knowledge for teachers in a convenient, low cost way without compromising on quality. They have been extremely well received with 99% of teachers who have attended rating them as effective. Teachers appreciate both the high quality of the input and the practical nature of the sessions which translate directly into practice. Through the online sessions we have reached nearly 3000 teachers from across the United Kingdom and beyond. We know we have widened our reach and we have more than doubled the numbers of teachers who are accessing our CPD. Our data shows us that this increase is coming from teachers and schools outside London and the South East who would previously not have been able to access our work The number of teachers accessing our online programme has increased significantly from 1355 in 2019-20 to 3746 in 2021. The online programme of webinars recruited 3919 attendees with a total revenue of £165,645, a significant uplift from the £13,330 income in 2019/20. The online programme was well received and evaluated by attendees with 96% of participants of the rating their course effective and 99% saying they would recommend their webinar to someone else. Total revenue from online delivery (online INSET and the webinar programme) reached £276,458.

After the success of our initial Literacy Library Presents online event with Dapo Adeola and Nathan Bryon in July 2020, we launched a full programme of these events as part of our online programme in 2021-21. These included 10 authors and illustrators; Bali Rai, E.L Norry, Leila Rasheed, Tony Bradman Onjali Rauf, Smriti Halls, Michael Rosen, Chris Riddell, Michael Morpurgo, Nicola Davies and Cressida Cowell. These events allow teachers to develop their knowledge of available texts and get to know the creators of the work and have reached an audience of 522 teachers, nationally and internationally.

In November 2020, we also launched the results of our third Reflecting Realities survey and in March 2021 secured funding from the Arts Council England to complete and deliver the fourth report in November 2021. In May 2021 we received additional funding from the Paul Hamlyn Foundation to run a three year research programme to take the aims of the report into the classroom, investigating the impact that representative literature has in the classroom with ten schools in the Wandle Learning Trust.

We began development of the CLPE website in the autumn of 2020. The aim of the work was to improve user journey and experience and increase memberships. We completed an audit of our current website and developed a new site that met our needs. The new site launched in July 2021, to an excellent response from users on the improvement in navigation and usability of the site. Memberships have seen an uplift in paid members and the site also now includes a free member layer, with users signing up to gain access to the free resources offered. As of December 2021, we have 41,978 free members registered to the site.

From the 6th January until the 8th March 2021, schools went into a second lockdown, so our programme moved to being entirely online once again. Participants from our face to face Power of Reading and Closing the Vocabulary in the Early Years groups, including the Mercers funded project were transferred to the online programme and we cancelled the rest of our face to face programme, placing further emphasis and arranging further dates for webinars on our online programme. We also began a new research project in collaboration with the Royal African Society, Poetry in the Primary Classroom, funded by the Paul Hamlyn Foundation, which had to be planned for online delivery. We worked with and created new resources for the work of three poets, Ruth Awolola, Karl Nova and Amina Jama, including new films and teaching notes to be hosted on the poetry section of our website, and are available to all our free members.

In June 2021, we opened up a limited number of face to face courses, with reduced capacity, to comply with continuing government guidance and welcomed a total of 97 participants. The courses were very well received and evaluated, with 100% of participants rating them effective and 100% saying they would recommend their course to someone else.

In the same month, we also announced our partnership with BookTrust and the publisher Knights Of to produce a published book for children in Key Stage 2, entitled Happy Here. The book includes stories and poems which explore themes of joy, home and family through a wide range of genres and styles. In September 2021, every primary school in England a free copy of the book, ready for the start of the new academic year. The initiative is part of a wider long-term programme of research and activity led by the CLPE and children's reading charity BookTrust to empower changes in teaching practice and improve representation in children's literature and publishing. Alongside this, BookTrust and CLPE are supporting schools with a range of resources and events in

2021-22, designed to help teachers share a love of reading and writing with children and give them a rich and diverse learning experience by bringing inclusive and representative stories into the classroom.

We continued to work in partnership with other organisations and to meet our commitments to publishers. During the summer months we were able to produce 18 new sets of teaching notes for the CILIP Kate Greenaway, Klaus Flugge and Oscar's Book Prize Awards and to meet our commitments to partner organisations like National Writing Day, National Poetry Day and Poetry by Heart.

We have continued to work in partnership with publishers and have produced teaching notes for Bloomsbury, Walker Books and Andersen Press. We worked in partnership with Walker, Child's Play and Simon and Schuster to develop a new set of notes for the new Growing our Future back to school campaign to start the new calendar year in schools. 6000 teachers registered for these notes by the end of September and we expect schools to continue signing up over the year. We have also maintained and developed partnerships with independent booksellers including Letterbox Library and Peter's Books as well as giving away more than 750 books to primary schools through our competitions and #FridayGiveaways.

Public benefit

The Charity has had regard to the Charity Commission's guidance on public benefit. We work to improve the life chances of children by ensuring that every child has access to quality experiences of literacy and that all teachers have the knowledge and resources to support children become confident, happy and enthusiastic readers and writers, with all the benefits this brings. We help schools to teach literacy in the most effective way. Our training and resources are all based on credible research and on the principles of effective continuing professional development.

All the money we make from our training courses and materials is used to add to our free resources, fund research and find out more about how to support children's developing literacy.
We appointed a Research Project Assistant for the duration of the project and a team of interns from Bath Spa University to work alongside our own team to help us to process the books for Reflecting Realities and were pleased to publish our fourth survey on 1st November 2021. This survey received enormous coverage and the work is widely regarded as ground breaking and important across the publishing, literature and education sectors. It is supplemented by a blog series from prominent partner organisations whose work is linked to the report and who have benefitted from its publication.

We've continued to work with First Story, Driver Youth Trust and the Fair Education Alliance, as part of a Literacy Advocacy Group to bring together key literacy organisations to make the case for future and further government funding for support for teachers and develop a manifesto for change.

We have also maintained and developed partnerships with independent booksellers including Letterbox Library and Peter's Books as well as giving away more than 500 books to primary schools through our competitions and #FridayGiveaways.

Plans for future periods

In order to secure and ensure our future and to make sure that we can continue to offer a range of high quality professional development to teachers We spent March – July 2021, evaluating and making changes to webinars that were not rated as effective and developing the programme offer for 2021-22. With continued uncertainty around Coronavirus, and the government furlough scheme ending in September 2021, our plan is to continue to offer a full programme of online training alongside our face to face training, with new webinars focussed on spelling and planning around the text Happy Here, to be added to the existing programme. The new website has been specifically planned to make the various strands of this offer clear to users so that they can easily see what we offer and how this can be accessed.

This work and the continual growth of our Power of Reading membership means that we have been able to develop content and delivery mechanisms in this time which will serve us well and create alternative income streams in the future. The continued online delivery will enable us to continue to broaden our offer and reach more teachers in more schools than ever before without compromising on the quality of our work or our offer. To

achieve this, we made a change of emphasis in our staff structure to help us ensure that:

- the administrative functions of our work are clearly defined and no one area is overburdened;
- we can respond to the increase in membership business that we are expecting with the launch of the new website;
- we are not over-reliant on one income stream but can work flexibly as local and national priorities change;
- we keep our structure as 'agile' as possible and make sure we are not increasing our permanent staff to an unsustainable level.

We know that meeting targets for face to face training will continue to be challenging moving into 2022. As well as being responsive to the changing landscape, we will be focussing energies where to make up any lost revenue in other areas of work. This will include a targeted marketing campaign to convert free website members to paid members with an online publicity event planned for February 2022. Changes to the staffing structure have allowed us to create a role for a dedicated membership officer, whose work will focus on improving the membership experience and to support the marketing team to generate new paid members.

We have used the reduced face to face training time in our building to make improvements that will set us up for the future as we come out of the pandemic. We have worked in partnership with our landlords, Southwark Council to negotiate a new 25 year lease and to replace the roof on our listed building. We have also replaced our old and broken heating system. Both these improvements will reduce our energy consumption and costs and ensure our building can be the flagship Centre of Excellence for literacy as we move into 2020.

We are proud of all we have achieved this year and despite continued challenges we have been able to develop and improve our work, increasing the breadth of our work and the reach of what we do. We are ending 2020-21 in a relatively stable financial position and have delivered on all our funded projects. We are planning new research projects and additional courses and building on our reputation for quality, delivery and impact as we celebrate 50 years of our Charity in 2022.

Financial Review

The pandemic has continued to hamper our ability to raise income from our learning programme and this year we are thankful to have received the Government's financial support for businesses coping with the impact of coronavirus and generous support from Arts Council England which has enabled us to avoid a deficit result this year. We also received support from the Authors' Licensing and Collecting Society for our Poetry Award and the next part of our grant from the Mercers' Foundation.

While we have increased the number of teachers trained, income from training has fallen £251k (22%) versus the prior year, and this income reduction has continued again in the new financial year ending 2022. Our online training, launched in 2020, has grown significantly, but the individual fees are much lower than face to face training, and so total training income has not returned to pre-pandemic amounts. This year, fees for attending our training and from our educational resources were 63% of total income (2019/20: 71%), income generated from grant funding, donations and sponsorship were 33% (2019/20: 24%) and income from rent and hire fees generated from our Centre were 4% (2019/20: 5%).

A more than proportionate fall in our costs in relation to income has also allowed CLPE to avoid a deficit result this year. Our Centre was closed for extended periods as a result of the pandemic, reducing our direct costs and variable overhead costs. Our Centre was eligible for Business Rates Relief as part of the Government's Coronavirus support and a number of staff remained on furlough into 2021. During the year we have withdrawn our staff from the Teachers' Pension scheme due to the high contribution rates.

The ongoing shift between our income streams, each with very different direct cost structures, means that financial forecasting and operational planning include a higher degree of complexity and uncertainty than before. Despite the very difficult circumstances we have ended the year in a relatively strong financial position. Unrestricted reserves exceed the target operating reserve level by £56k. Due to the continuing shift in our activities caused by the pandemic, we have considered whether there is an impairment of any of our asset values. We do not consider any of our fixed assets to be impaired but we have reduced the carrying value of our book stock, given the reduction in book sales from our Centre.

Going concern

The Trustees are confident that the charity is a going concern on the basis that the organisation can continue to meet its obligations~~,~~ for the foreseeable future. Trustees receive the finance reports each month, and consider major dependencies and potential mitigations within the financial risk assessment reviewed at each meeting.

Investment Policy

The charity's funds are expected to be spent in the medium term, so there are no funds held in investments.

Reserves Policy

This policy is reviewed regularly in line with our strategic plan. The current total reserves stand at £444k, £76k of which is restricted for use on three ongoing funded projects.

In deciding the level of reserves that the charity needs to hold, the trustees consider what the reserves are represented by in terms of net assets, and therefore what funds are freely available to spend on any of the charity's purposes. The Trustees consider the funds freely available to spend, to be limited to the net value of assets and liabilities that represent cash, or are readily converted into cash. On this basis, cash funds available exceed our total reserves, therefore the Trustees consider the full £444k total reserves are available funds.

Taking into account the resources needed for working capital to cope with fluctuations in cash flow, and an assessment of the major risks to which the charity is exposed, the Trustees have determined that an appropriate level of funds to designate as an operating cost reserve should be broadly equivalent to 3 months operating costs plus a further 3 months' rent. As at 31 August 2021 this equates to £312k. Currently unrestricted reserves of £368k exceed the targeted operating cost reserve. The Trustees consider that this is a satisfactory position that will allow CLPE to weather the continuing uncertainties of the coming financial year
This policy is reviewed regularly in line with our strategic plan.

Structure, Governance and Management

Recruitment and Appointment of Trustees

There are 12 Trustees for the charity who share their extensive expertise from backgrounds in education, publishing, finance, law and local government to support the work of the charity. Trustees reviewed the skills, knowledge and expertise of the board as well as the committee structure to ensure that the board is fit for purpose to deliver the new plan. Trustees are aware of the fact that they are an experienced and long standing board with several trustees, including the Chair and Vice-Chair coming to the end of their terms over the next three years. In June 2021 the board created a Special Project Group who are charged with ensuring sustainability and developing a plan for succession. The board also agreed to expand the numbers of the trustees on the board temporarily to ensure we have the time to induct new trustees, ensure the board reflects 21st century society and also add to the capacity of the current board at a time of uncertainty for the charity. For a period of no more than two years we will expand our board to 16 Trustees and expect to appoint 4 new trustees with appropriate skills and experience in 2021-2.

Risk Management

Throughout this year, the Board of Trustees has conducted a regular review of the major risks to which the charity is exposed. A risk register is discussed at every committee and full meeting and updated as a consequence of these discussions. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan to return CLPE to a position where the operating costs of the charity are generated from the charged work. This makes the charity self-sustaining and ensures a long term future that is not dependent on government or local authority funding. Internal control risks are minimised by procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity. The risk assessment, and procedures for mitigating health and safety considerations, have been expanded to cover risks associated with the pandemic, including steps to respond to changing government guidance and to continue to make our Centre 'Covid-secure'.

Organisational Structure

The Charitable Trust was set up in November 2001 when the organisation was transferred from Local Education Authority (LEA) control.

CLPE is a registered charity and a company limited by guarantee. Its registered office is as shown on page 1. It is governed by its Articles of Association. The management of the Charity is the responsibility of the Trustees who are appointed under the terms of the Articles of Association.

The CLPE has a Board of Trustees that meets quarterly, and there is also a Finance committee and an Operations Committee.

Trustees are provided with an induction pack which includes the Articles of the Company, information about the duties and responsibilities of charity trustees and further information from the Charities Commission.
There are currently 12 Trustees with a variety of professional backgrounds relevant to the work of the charity. The board will be expanded to 16 Trustees from January 2022 for a period of no more than two years (see recruitment and appointment above).

There are special projects groups convened by the vice chair of trustees to develop various projects and the longer term strategy. These groups are advisory rather than a decision making bodies but do have terms of reference agreed by the full trustee board and reports to the full trustee meetings.

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Chief Executive along with the Senior Management Team. This is guided by a Manual of Authorities which is reviewed annually.

The Chief Executive is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Senior Management Team has responsibility for the day to day operational management of the Centre, income generation and individual supervision and development of the staff team.

Responsibilities of Trustees

The Trustees (who are the directors of The Centre for Literacy in Primary Education for the purposes of company law) are responsible for preparing the 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

Statement of disclosure of information to auditors

The Trustees have confirmed that, so far as they are aware, there is no relevant audit information of which the Company's auditors are unaware, and that they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

Preparation of the report

This report of the Trustees has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

Auditors

The trustees have appointed Goldwins as their auditors. Goldwins have accepted this appointment under Section 485 of the Companies Act 2006.

This report was approved and authorised for issue by the Trustees on 23rd February 2022 and signed on their behalf by:

.....

Nicky Parker
Chair of Trustees

Opinion

We have audited the financial statements of The Centre for Literacy in Primary Education (the 'charitable company') for the year ended 31 August 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes to the financial statements, 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 2021 and of 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 Companies Act 2006.

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.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charity 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

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
  - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
  - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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.

Anthony Epton

.....

Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

Date: 3 March 2022

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Statement of Financial Activities
(Incorporating Income and Expenditure Account)

For the Year Ended 31 August 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	*Total funds 2020 £*
Income from:					
Donations	**2**	111,703	201,042	312,745	*242,083*
Charitable activities	**3**	883,581	153,076	1,036,657	*1,226,190*
Other trading activities	**4**	45,619	-	45,619	*71,677*
Investments	**5**	199	-	199	*358*
Total income		**1,041,102**	**354,118**	**1,395,220**	*1,540,308*
Expenditure on:					
Charitable activities	**6**	985,719	367,098	1,352,817	*1,428,463*
Total expenditure		**985,719**	**367,098**	**1,352,817**	*1,428,463*
Net movement in funds		**55,383**	**(12,980)**	**42,403**	*111,845*
Reconciliation of funds:	**17**				
Total funds brought forward		312,741	88,763	401,504	*289,659*
Total funds carried forward		**368,124**	**75,783**	**443,907**	*401,504*

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Balance Sheet

As at 31 August 2021

	Note	£	2021 £	£	2020 £
Fixed assets:					
Tangible assets	11		215,499		*268,942*
Intangible assets	12		92,622		*21,791*
			308,121		*290,733*
Current assets:					
Stocks	13	18,558		*27,334*	
Debtors	14	112,920		*142,943*	
Cash at bank and in hand		642,101		*458,932*	
		773,579		*629,209*	
Creditors: amounts falling due within one year	15	**(589,460)**		*(468,438)*	
Net current assets/(liabilities)			**184,119**		*160,771*
Creditors: amounts falling due after one year	16		**(48,333)**		*(50,000)*
Total net assets			**443,907**		*451,504*
Charity Funds	17				
Restricted funds			75,783		*88,763*
Unrestricted funds			368,124		*312,741*
Total funds			**443,907**		*401,504*

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

The financial statements were approved and authorised for issue by the Trustees on 23rd February 2022 and signed on their behalf, by:

Nicky Parker
Chair of Trustees

The attached notes form part of these financial statements.

Company registration number: 04385537

The Centre for Literacy in Primary Education
(A Company Limited by Guarantee)

Statement of Cash Flows

For the Year Ended 31 August 2021

	Note	2021 £	*2020 £*
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	**19**	**294,622**	*267,984*
Cash flows from investing activities:			
Cash flows from interest		199	*358*
Purchase of tangible fixed assets		(13,336)	*(6,905)*
Purchase of intangible fixed assets		(96,649)	
Net cash used in investing activities		**(109,786)**	*(6,547)*
Cash flows from financing activities:			
Cash inflows from new borrowing		-	*50,000*
Repayments of borrowing		(1,667)	-
Cash provided by / (used in) financing activities		**(1,667)**	*50,000*
Change in cash and cash equivalents in the year		**183,169**	***311,437***
Cash and cash equivalents brought forward		458,932	*147,495*
Cash and cash equivalents carried forward	**20**	**642,101**	*458,932*

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) and the Companies Act 2006.

The Centre for Literacy in Primary Education 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 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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.

1.4 Income

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

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Bank interest is included when receivable.

Income from charitable trading activity is accounted for when earned.

Income from grants where related to performance and specific deliverable is accounted for as the charity earns the right to consideration by its performance.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

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

All expenditure is inclusive of irrecoverable VAT.

1.6 Fixed assets and depreciation
Tangible fixed assets

All assets costing more than £500 are capitalised.

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

Leasehold improvements	-	20% (5 years) Straight line with nil residual value.
Library	-	12.50% (8 years) Straight line with nil residual value.
Furniture and fittings	-	20% (5 years) Straight line with nil residual value.
Computers and equipment	-	25% (4 years) Straight line with nil residual value.

1.7 Intangible assets

Website development costs are capitalised as intangible assets only when the following criteria are met: (i) it is technically feasible to complete the product so it will be available to use; (ii) management intends to complete the product or sell it; (iii) there is ability to use or sell the product; (iv) it can be demonstrated how the software product will generate future economic benefits; (v) the expenditure attributable to the product during its development can be measured reliably. Website development costs are amortised over their useful economic life of 4 years.

1.8 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight-line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

1.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.10 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.11 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.

1.12 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.

1.13 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 within interest payable and similar charges.

1.14 Pensions

Teaching staff employed by the charity are eligible for membership of the Teachers' Pension Scheme, which is a national, statutory, contributory, unfunded defined benefit scheme administered by the Teachers' Pension Agency, an executive agency of the Department for Education and Skills. Pension costs are assessed in accordance with the advice of the Government Actuary.

Non-teaching staff up to 2008-09 were eligible for membership of the Local Government Pension Scheme (LGPS), administered by the London Borough of Southwark, which acts as an Administering Authority. The scheme was closed to new non-teaching staff during that year. The Local Government Pension Scheme was a defined benefit scheme based on final pensionable salary, but from The Centre for Literacy in Primary Education's perspective became a defined contribution scheme during 2013-14. Pension costs charged in the Statement of Financial Activities represent the contributions recommended by the independent actuary and payable by the charity in the year.

Non-teaching staff not in the Local Government Pension Scheme are eligible for inclusion in a defined contribution scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the scheme.

1.15 Critical accounting estimates and areas of judgment

In the application of the Company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Depreciation and accruals are the areas which give rise to judgement and estimates.

2. Income from donations

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	*Total funds 2020 £*
CLIPPA Awards	-	10,000	10,000	*25,425*
Fundraising	111,703	191,042	302,745	*216,658*
Total donations	**111,703**	**201,042**	**312,745**	*242,083*
Total 2020	*216,658*	*25,425*	*242,083*	

3. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	*Total funds 2020 £*
Power of Reading	623,787	-	623,787	*844,560*
Courses and conferences	183,024	-	183,024	*130,169*
Funded projects	-	153,076	153,076	*130,808*
Cross sector work	28,338	-	28,338	-
School CPD	43,827	-	43,827	*112,827*
Publications	4,605	-	4,605	*7,826*
	883,581	**153,076**	**1,036,657**	*1,226,190*
Total 2020	*1,134,735*	*91,455*	*1,226,190*	

4. Income from other trading activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	*Total funds 2020 £*
Premises income	45,619	-	45,619	*71,677*
Total income from other trading income	**45,619**	**-**	**45,619**	*71,677*
Total 2020	*71,677*	-	*71,677*	

5. Income from investments

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	*Total funds 2020 £*
Bank interest receivable	**199**	**-**	**199**	*358*
Total 2020	*358*	-	*358*	

6. Analysis of resources expended by activities

	Direct costs 2021 £	Staff costs 2021 £	Support costs 2021 £	Total 2021 £	*Total 2020 £*
Awards & Donations	1,841	228,672	55,551	286,064	*28,386*
Funded projects	102,840	66,815	1,650	171,305	*203,030*
Courses and conferences	18,612	56,766	104,562	179,940	*537,052*
Power of Reading	53,442	193,471	356,371	603,284	*557,521*
Cross sector work	1,692	8,789	16,190	26,671	-
School CPD	976	13,593	25,039	39,608	*67,557*
Publication sales	1,675	1,428	2,631	5,734	*11,912*
Expenditure on trading activities:					
Cost of generating Premises Income	-	14,149	26,062	40,211	*23,005*
Total	**181,078**	**583,683**	**588,056**	**1,352,817**	*1,428,463*

7. Support costs

	Total 2021 £	*Total 2020 £*
Legal and professional	13	*3,621*
Rent	61,506	*124,997*
Telephone	6,491	*7,318*
IT costs	42,200	*26,604*
Light and heat	7,495	*10,193*
Rates	1,797	*6,646*
Insurance	9,405	*9,988*
Other premises costs	76,930	*14,690*
Cleaning	5,790	*7,479*
Security	1,196	*1,035*
Publicity and marketing	57,585	*25,631*
Printing, postage and stationery	9,503	*11,270*
Bank charges	947	*1,104*
Other operating costs	5,812	*11,552*
Wages and salaries	172,749	*189,404*
Depreciation	92,597	*89,988*
Governance costs (note 8)	36,040	*40,613*
Total	**588,056**	*582,133*

The basis of allocation for support costs is according to staff time spent on projects as well as actual expenses incurred.

8. Governance costs

	Unrestricted funds 2021 £	*Total funds 2020 £*
Auditor's remuneration	9,783	*9,783*
Trustee meetings and other costs	-	*758*
Reimbursement of Trustees' expenses	-	*611*
Wages and salaries	21,368	*23,427*
Other costs	4,889	*6,034*
Total	**36,040**	*40,613*

9. Net income/(expenditure)

This is stated after charging:

	2021 £	*2020 £*
Depreciation of tangible fixed assets:		
- owned by the charity	66,779	*73,422*
Amortisation of intangible fixed assets	25,818	*13,022*
Auditor's remuneration - audit	9,783	*9,783*
Operating lease rentals	61,506	*124,997*

During the year, none of the trustees received any remuneration (2020 - £NIL).
During the year, none of the trustees received any benefits in kind (2020 - £NIL).
During the year, none of the trustees received reimbursement of expenses (2020 - £1,703).

10. Staff costs

Staff costs were as follows:

	2021 £	*2020 £*
Wages and salaries	661,403	*687,774*
Social security costs	61,329	*65,197*
Other pension costs	55,068	*99,819*
Total	**777,800**	*852,790*

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

	2021 No.	*2020 No.*
Educational staff	7	*7*
Support staff	13	*13*
Total	**20**	*20*

10. Staff costs (continued)

The number of higher-paid employees was:

	2021	*2020*
	No.	*No.*
In the band £70,001 - £80,000	**1**	*1*

Key management personnel comprises of six members of senior management and the Chief Executive. The total benefits received by key management personnel in the year amounted to £361,998 (2020: £395,431).

11. Tangible fixed assets

	Leasehold improvements £	Library £	Furniture and fittings £	Computers and equipment £	Total £
Cost or valuation					
At the start of the year	156,215	254,121	34,528	114,524	559,388
Additions	-	-	1,267	12,069	13,336
Disposals	(16,994)	-	-	(48,887)	(65,881)
At the end of the year	**139,221**	**254,121**	**35,795**	**77,706**	**506,843**
Depreciation					
At the start of the year	106,015	59,738	26,138	98,555	290,446
Charge for the year	22,901	31,765	2,434	9,679	66,779
Eliminated on disposal	(16,994)	-	-	(48,887)	(65,881)
At the end of the year	**111,922**	**91,503**	**28,572**	**59,347**	**291,344**
Net book value					
At the end of the year	**27,299**	**162,618**	**7,223**	**18,359**	**215,499**
At the start of the year	*50,200*	*194,383*	*8,390*	*15,969*	*268,942*

12. Intangible Fixed Assets

	Website & App development £	Total £
Cost or valuation		
At the start of the year	114,456	114,456
Additions	96,649	96,649
Disposals	(102,656)	(102,656)
At the end of the year	**108,449**	**108,449**
Depreciation		
At the start of the year	92,665	92,665
Charge for the year	13,971	13,971
Disposals	(90,809)	(90,809)
At the end of the year	**15,827**	**15,827**
Net book value		
At the end of the year	**92,622**	**92,622**
At the start of the year	*21,791*	*21,791*

13. Stocks

	2021 £	*2020 £*
Book stock	**18,558**	*27,334*

14. Debtors

	2021 £	*2020 £*
Trade debtors	62,906	*70,886*
Other debtors	-	*1,011*
Prepayments and accrued income	50,014	*71,046*
Total	**112,920**	*142,943*

15. Creditors: Amounts falling due within one year

	2021	*2020*
	£	*£*
Trade creditors	101,606	*45,220*
Other taxation and social security	33,836	*30,601*
Other creditors	27,823	*12,808*
Accruals and deferred income	426,195	*379,809*
Total	**589,460**	*468,438*

Deferred income

	£
Deferred income at the start of the year	332,745
Amounts released from previous years	(332,745)
Amount deferred in the year	315,332
Deferred income at the end of the year	**315,332**

Deferred income comprises invoiced or received in the year relating to services to be provided in the next financial year.

16. Creditors: Amounts falling after one year

	2021	*2020*
	£	*£*
Bank loan	48,333	*50,000*
Total	**48,333**	*50,000*

17. Statement of funds

Statement of funds - current year

	Balance at the start of the year £	Income £	Expenditure £	Transfers in/(out) £	Balance at the end of the year £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	312,000	-	-	-	312,000
General funds					
General reserves	741	1,041,102	(985,719)	-	56,124
Total unrestricted funds	**312,741**	**1,041,102**	**(985,719)**	**-**	**368,124**
Restricted funds:					
Reflecting Realities 2020	10,071	-	(10,071)	-	-
CLIPPA 2020	14,242	-	(14,242)	-	-
Improving Vocabulary	64,450	91,910	(94,074)	-	62,286
Reflecting Realities 2021	-	29,996	(24,350)	-	5,646
CLIPPA 2021	-	29,950	(22,099)	-	7,851
Culture Recovery Fund	-	191,042	(191,042)	-	-
Poetry in the Primary Classroom	-	11,220	(11,220)	-	-
Total restricted funds	**88,763**	**354,118**	**(367,098)**	**-**	**75,783**
Total funds	**401,504**	**1,395,220**	**(1,352,817)**	**-**	**443,907**

Designated Funds
The operating cost reserve represents amounts set aside to provide financial stability should CLPE suffer unexpected events, losses of income or large unbudgeted expenses. It is calculated in line with the Reserves Policy, at 3 months operating costs plus a further 3 months rent.

Restricted Funds
The Reflecting Realities project is anticipated to be ongoing. The 2020 and 2021 Surveys have been funded by Arts Council England.

The CLIPPA is an award for published poetry for children in the UK. For the 2020 award Funding was received from The Authors Licensing and Collection Society and The Siobhan Dowd Trust. For the 2021 award Funding was received from The Authors Licensing and Collection Society and Arts Council England.

Improving Vocabulary is an annual programme, in partnership with Dolly Parton's Imagination Library. It is funded by the Charity of Sir Richard Whittington, which is administered by The Mercers' Foundation. It is expected to run for 3 years.

The Culture Recovery Fund was distributed by Arts Council England to support cultural organisations through the impact of the Covid-19 pandemic.

Poetry in the Primary Classroom was a programme delivered in partnership with the Royal African Society with funding from the Paul Hamlyn Foundation.

17. Statement of funds (continued)

Statement of funds - prior year

	Balance at the start of the year £	*Income* £	*Expenditure* £	*Transfers in/(out)* £	*Balance at the end of the year* £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	*315,000*	*-*	*-*	*(3,000)*	*312,000*
General funds					
General reserves	*(67,864)*	*1,423,428*	*(1,357,823)*	*3,000*	*741*
Total unrestricted funds	*247,136*	*1,423,428*	*(1,357,823)*	*-*	*312,741*
Restricted funds:					
Reflecting Realities, Stage 2	*21,177*	*-*	*(11,106)*	*-*	*10,071*
CLIPPA	*-*	*25,425*	*(11,183)*	*-*	*14,242*
EEF – POP	*21,346*		*(21,346)*	*-*	*-*
Mercers - Improve Vocabulary	*-*	*91,455*	*(27,005)*	*-*	*64,450*
Total restricted funds	*42,523*	*116,880*	*(70,640)*	*-*	*88,763*
Total funds	*289,659*	*1,540,308*	*(1,428,463)*	*-*	*401,504*

18. Analysis of net assets between funds – current year

	Unrestricted funds 2021 £	**Restricted funds 2021** £	**Total funds 2021** £
Tangible fixed assets	215,499	-	215,499
Intangible fixed assets	92,622	-	92,622
Current assets	697,796	75,783	773,579
Creditors due within one year	(589,460)	-	(589,460)
Creditors due after one year	(48,333)	-	(48,333)
Total	**368,124**	**75,783**	**443,907**

Analysis of net assets between funds – prior year

	Unrestricted funds 2020 £	*Restricted funds 2020* £	*Total funds 2020* £
Tangible fixed assets	*268,942*	*-*	*268,942*
Intangible fixed assets	*21,791*	*-*	*21,791*
Current assets	*540,446*	*88,763*	*629,209*
Creditors due within one year	*(468,438)*	*-*	*(468,438)*
Creditors due after one year	*(50,000)*	*-*	*(50,000)*
Total	*312,741*	*88,763*	*401,504*

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

	2021	*2020*
	£	*£*
Net expenditure for the year (as per the Statement of Financial Activities)	**42,403**	*111,845*
Depreciation	80,750	*89,987*
Disposals of fixed assets	11,847	-
Interest, rent and dividends from investments	(199)	*(358)*
Increase/(decrease) in stock	8,776	*15,723*
(Increase)/decrease in debtors	30,023	*99,097*
Increase/(decrease) in creditors	121,022	*(48,310)*
Net cash (used in)/provided by operating activities	**294,622**	*267,984*

20. Analysis of cash and cash equivalents

	2021	*2020*
	£	*£*
Cash in hand	642,101	*458,932*
Total	**642,101**	*458,932*

21. Pension commitments

The charity's employees belong to one of three pension schemes: The Teachers' Pension Scheme for England and Wales (TPS) for academic and related staff; the Local Government Pension Scheme (LGPS) and The Pension Trust scheme (PT), for non-teaching staff. The TPS is a defined benefit scheme and up until 31st March 2014 the LGPS scheme was also defined benefit, but since then has become a defined contribution scheme. The PT scheme is a defined contribution scheme.

No contributions were payable to the TPS at 31 August 2021 (2020: £8,107), contributions amounting to £1,042 were payable to the LGPS at 31 August 2021 (2020: £1,383) and contributions amounting to £5,759 were payable to the PT as at 31 August 2021 (2020: £2,961). All amounts are included within creditors at the year-end.

Teachers' Pension Scheme

Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following an appointment or a change of contract, although they can opt-out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

21. Pension commitments (continued)

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014(as amended) ('the Directions'). The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- Employer contribution rates set at 23.68% of pensionable pay (including a 0.08% employer administration charge) (currently 16.48%);
- Total scheme liabilities (pension currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million giving a notional past service deficit of £22,000 million;
- An employer cost cap of 7.3% of pensionable pay will be applied to future valuations; and
- The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return is 4.45%.

The TPS valuation for 2016 determined an employer rate of 23.6%, from September 2019.

The total contribution made for the year ended 2021 was £15,834 (2020: £79,369), of which employer's contributions totalled £11,197 (2020: £55,057) and employees' contributions totalled £4,637 (2020: £24,312). As of November 2020, no CLPE staff remain in the scheme, after being transferred to The Pension Trust Scheme.

A copy of the valuation report and supporting documentation is available on the Teachers' Pension website https://www.teacherspensions.co.uk/-/media/documents/member/documents/news-items/teachers-pension-scheme-actuarial-valuation-2016.

Under the definitions set out in FRS 102, the TPS is a multi-employer pension scheme. The Company has accounted for its contributions to the scheme as if it were a defined contribution scheme. The Company has set out above the information available on the scheme.

Local Government Pension Scheme

The Local Government Pension Scheme (LGPS) is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds.

Since 1 April 2014, the London Borough of Southwark has introduced a policy whereby Centre for Literacy in Primary Education's pension risk as an admitted body is underwritten by London Borough of Southwark. Centre for Literacy in Primary Education's contribution rate has been fixed at the rate certified by the 2010 triennial actuarial valuation for as long as the charity remains an employer in the fund. As the Council is now taking responsibility for any deficits and the charity has a fixed contribution rate, the scheme is now a defined contribution scheme for accounting purposes.

The agreed contribution rates for future years are 24.1% of pensionable pay for CLPE in respect of future accrual of benefits for active members. For employees, contributions are dependent on the level of their full-time equivalent salary ranging from 5.5% to 10%.

The total contribution made for the year ended 2021 was £12,342 (2020: £16,596), of which employer's contributions totalled £9,812 (2020: £13,186) and employees' contributions totalled £2,530 (2020: £3,410).

21. Pension commitments (continued)

The Pension Trust Scheme

The Pension Trust Scheme (PT) is a defined contribution scheme.

The employer's contribution rates during the year were 6%. The employees' contribution rates during the year were 5%.

The total contribution made for the year ended 2021 was £61,149 (2020: £51,349), of which employer's contributions totalled £34,058 (2020: £31,577) and employees' contributions totalled £27,091 (2020: £19,772).

22. Operating lease commitments

At the year-end, the total of Charity's future minimum lease payments under non-cancellable operating leases was:

	Land and buildings		Other	
	2021	*2020*	**2021**	*2020*
	£	*£*	**£**	*£*
Amounts payable:				
Within 1 year	115,916	*102,900*	6,676	*6,676*
Between 1 and 5 years	463,664	*411,600*	14,018	*20,695*
After more than 5 years	1,738,740	*728,875*	-	-
Total	**2,318,320**	*1,243,375*	**20,694**	*27,371*

23. Related party transactions

One Trustee is nominated by the London Borough of Southwark, as outlined in Centre for Literacy in Primary Education's Articles of Association. This Trustee is not involved in any negotiations with the London Borough of Southwark with respect to service delivery, income negotiations or staff matters.

In the year CLPE provided services to Kings Cross Academy, of which Louise Johns-Shepherd is a director. Total transactions during the year were £350 (2020: £3,865) and nothing (2020: £NIL) was owed by Kings Cross Academy at the year-end.

THE CENTRE FOR LITERACY IN PRIMARY EDUCATION

England & Wales - Charity number 1092698

Accounts

Registered number: 04385537
Charity number: 1092698

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Trustees' Report and Financial Statements

For the Year Ended 31 August 2020

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

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The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Reference and Administrative Details of the Charity, its Trustees and Advisers For the Year Ended 31 August 2020

Trustees

Elaine McQuade
Caroline Pidgeon
Ali Mawle
Jackie Gillan
Nicola Parker
Justin Shinebourne
Catherine Rose
Antonia Byatt
Beverley Greathead
Ronald Woods
Cecilia Weiler
Rukhsana Yasmin (Appointed 1 July 2020)

Company registered number

04385537

Charity registered number

1092698

Registered office

Webber Street
London
SE1 8QW

Company secretary

Maria Deady

Chief executive officer

Louise Johns-Shepherd

Independent auditor

Goldwins Limited
75 Maygrove Road
London
NW6 2EG

Bankers

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

Barclays Bank plc
53 The Broadway
London
W5 5JS

Santander Business Banking
Bridle Road
Bootle
Liverpool
L30 4GB

Solicitors

Bates Wells
10 Queen Street Place
London
EC4R 1BE

Trustees Report
For the Year Ended 31 August 2020

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the audited financial statements of the charity for the year ended 31 August 2019. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the 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 (FRS 102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015) and update Bulletin 2 (effective 1 January 2019).

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Nicky Parker, Chair of Trustees

Like the rest of the world, we could not have predicted what 2020 would bring. CLPE is a venue-based charity and a significant proportion of our activity relies both on teachers travelling to our Centre and our staff travelling to other locations in the UK. This meant that the changes that happened in March had an immediate and enormous impact on our work, while we were acutely aware that the people we support in schools needed our help more than ever. However, we have worked hard this year to turn the situation around - we have been busy 'bending adversity', as a fellow Trustee says. I am therefore very proud to be able to begin this report by saying that in 2019-2020 we have supported more teachers, in more schools, than ever before. We have developed a new online mode of delivery and additional resources without compromising on quality. We have delivered our industry-changing Reflecting Realities report, our poetry award and have begun new partnerships and projects. We are presenting this report in a stronger financial position than we could ever have hoped for, having been generously supported throughout the year by the Arts Council and by other trusts and foundations who have understood the benefits, worth and importance of our work. Everything has been helped by our deservedly strong reputation and our standing within the literacy landscape. Integral to it all has been the vital input of our Board and staff, who have worked with energy, enthusiasm and agility throughout. There is no doubt that it has been an extremely challenging year, but we are proud to present a report that shows the tremendous impact and outreach of our work. We are now able to look forward to the future, to continuing the work of our award-winning charity and to building on what we have learnt in 2020.

Louise Johns-Shepherd, Chief Executive

This has been a year like no other, for us in the charity and of course for all the schools and teachers we work with. I am tremendously proud of all we have achieved at CLPE this year. Not only have we continued to work with and support schools through very difficult times we have managed to double the number of teachers we work with, increase the range of resources and courses on offer and ensure that our charity is there to support schools for years to come. We made sure that all our work was focussed on the best ways of supporting literacy teaching – wherever that was taking place – and we have continued to focus on making sure that all our resources and our professional development continue to meet the fast changing needs of schools and teachers. Although this has been a very hard year for all of us, and we know that this journey is not yet over, we are confident that we have played our part in helping schools to help children have a broad and balanced literary experience, developing their love of reading and writing in a broad cultural and creative context. We began this year by winning the Eleanor Farjeon Award for our contribution to children's literature and we are ending it as Southwark Charity of the Year and with a nomination for the Astrid Lindgren Memorial Award. We are confident that our work is having an impact across the publishing, literature and education landscapes and we are looking forward to continuing that work – whatever the future landscapes look like.

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Our Team
The CLPE team is made up of teachers, librarians, communicators, project managers and administrators from a range of backgrounds working together in a beautiful old school building in the very middle of London. All our teaching team have recent classroom and leadership experience and they use this to support their research, writing and development of all our courses and materials. We now have a staff of 20 people in full and part time positions as well as Associate Teachers working with us around the country. We have 16 Associate Schools who are beacons of practice across England where schools can visit and see CLPE practice thriving. We have a wider team of associates working with us to fundraise, research and support our marketing and communications work. We continue to build partnerships with likeminded organisations ensuring our work and research is disseminated and communicated as widely as possible.

Our Trustees
We are a charity and governed by a board of trustees. Our trustees meet four times a year as an entire board, and we have two committees: Finance Committee and Operations Committee. Some of our trustees also meet regularly to support the implementation of our strategic plan and to take forward particular projects. Our Trustees are committed to ensuring that we have the full range of skills and knowledge on our board and have worked with the Association of Chairs for the last two years to ensure we are implementing the principles of good governance and working as an effective board. At the beginning of 2019-20 our board reviewed their skills and experience and our committee structure. We were pleased that Rukhsana Yasmin was appointed to our board in April 2020. Rukhsana brings a wealth of skills to our board including a deep knowledge about the publishing industry, particularly nurturing new talent and the importance of ensuring representation in all aspects of the literary world. Our board has worked with agility during the time of the pandemic, meeting more frequently and regularly reviewing finance and activity as well as planning for stability in a time of change. We have been keen to ensure that our work is guided by delivering our new Strategic Plan throughout these difficult times.

CLPE Trustees
- Antonia Byatt
- Jackie Gillan – Chair of Finance Committee
- Beverley Greathead
- Ali Mawle
- Elaine McQuade – Vice Chair of Trustees
- Caroline Pidgeon
- Nicky Parker – Chair of Trustees
- Catherine Rose – Chair of Operations Committee
- Justin Shinebourne
- Cecilia Weiler
- Ronnie Woods
- Rukhsana Yasmin (appointed April 2020)

Company Secretary: Maria Deady, Centre and HR Manager.
Farrah Serroukh, Learning Programmes Leader works with the Trustees Special Projects Group and Rachel Doran, Finance Manager works with the Finance Committee. Maria Deady and Charlotte Hacking work with the Operations Committee. Other members of the Staff Senior Leadership Team work with the full board and committees as required.

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

2019-2020 – Review of the Year and Impact.
CLPE works with teachers and others that work in primary schools. We offer high quality training, resources and support to help teachers to develop their subject knowledge to improve their teaching of literacy and their knowledge about children's literature.

We began 2019-20 by publishing a new 5 year Strategic Plan.
By 2024 we want to:

- Be recognised as **the** national Centre of Excellence in primary literacy practice and the national champion for children's literature
- Have a defined research and development programme and a publication strategy which builds on the CLPE legacy of expert knowledge, practice and research and which evidences the impact of our work
- Share our practice and research as widely as possible by developing our online resources and working to enable as many teachers as possible to access them, becoming the natural first choice for primary literacy resources online;
- Establish our Literacy Library as a 'destination' in the charity, education and publishing worlds and beyond ensuring we have a strategy to maintain and develop the building.
- Have maintained our presence outside London remaining accessible from places of identified need and build our national profile in order that we are seen as the trusted national expert for literacy teaching.

We began the year well and were on track with all of these aims. By February 2020 we had delivered our training to 2,500 practitioners from more than 1,800 schools. Our online resources were well used and we had secured funding from the Mercers' Foundation to develop an innovative new Early Years initiative in partnership with Dolly Parton's Imagination Library. Our Literacy Library programme was becoming established and we had sold out two major conferences. We had received funding from the Arts Council to deliver our Children's Poetry Award and our Reflecting Realities Survey and secured support and sponsorship for both. We were named as the winners of the 2019 Eleanor Farjeon Award for our contribution to children's literature.

Like everyone else in the world, in March 2020 we faced unprecedented challenges. We closed our building on the 19th March when school closures were announced and moved all of our staff to home working to comply with government requirements. We were facing the loss of our major income streams through closure of our face to face training at our Centre and regionally as well as the difficulties of delivering our funded projects. We were looking at immediate revenue losses of more than £165K and a drop of £210K in future bookings. In the face of all these challenges we had to focus our work on ensuring we were continuing to support children's learning, on maintaining and supporting teachers' learning and on keeping children's literature at the forefront of our work.

We were due to run our annual Children's Poetry Award (the CLiPPA) in the summer at the National Theatre. All our plans for this award were severely disrupted. Our chair of judges, Michael Rosen, was very ill with coronavirus and the National Theatre was closed. We were determined to go ahead with the 2020 award and began to look for alternative ways in which we could deliver. Our Reflecting Realities work was also delayed as the processing of the books has traditionally taken place over Easter supported by UCL.

We planned an immediate response to support home schooling and to help children to learn positively at home. We shared all of our free resources as widely as possible and created 65 new 'Take 5' home learning resources for our 1,500 Power of Reading schools. We built a partnership with BBC Learning who listed our free resources weekly. As a result the use of our web-based resources has more than doubled in 2020 with 704,741 unique users of our website between March – December 2020 (compared with 342,006 for the same period in 2019)

During the first lockdown, when teachers were working to support children in school and at home, we wanted to support their learning with low cost, practical, good quality CPD and developed our first webinar training which was extremely popular and sold out within 20 minutes of us launching it. We continued to highlight our free resources and worked with publishers to produce 28 new resources for even more books. We commissioned and publicised blog posts from associate schools and teachers to give other teachers practical peer to peer support.

It became clear to us that we were not going to be able to deliver our Mercers funded project face to face in the way that we hoped and that we also needed to fulfil our commitment to the 419 teachers who were part of our 2019 Power of Reading project. We were able to plan effective alternative delivery mechanisms and managed to complete the recruitment to our Early Years funded project as well as delivering final Power of Reading

sessions remotely to 277 schools as recorded sessions. This allowed them to share these sessions with their wider staff more flexibly as part of their whole school professional development at this challenging time.

We continued to work in partnership with other organisations and to meet our commitments to publishers. During the summer months we were able to produce support materials for ALCS, 18 new sets of teaching notes for the Greenaway, Klaus Flugge and Oscar's Book Prize Awards and to meet our commitments to partner organisations like National Writing Day and Poetry By Heart.

We made use of all the government support and furloughed 50% of our staff. We were able to take out government guaranteed Bounce Back Loan. We were wonderfully supported by the Mercers' Foundation and the Arts Council who supported our decisions to find alternative ways to deliver our funded projects and gave us extended timescales to do so. In addition, we were grateful to receive grants from the City Bridge Trust (via London Funders), the Arts Council Coronavirus Support fund and from the Garfield Weston Foundation to support the development of our online work. This additional funding and support made an enormous difference to us being able to continue our work at this time.

We were initially hoping to re-open our building at the end of Lockdown 1 but we had the opportunity to work in partnership with Southwark Council to begin work on the roof of our listed building. As we traditionally have limited opportunities to earn income over August we decided to schedule the work at this time and to turn the closure from a disaster into an opportunity.

From the summer through to October half term and lockdown 2 we concentrated on supporting the literacy learning of children and teachers returning to school. We wanted to support them by providing a resource that encouraged a sense of community across the entire school, to help them reflect on the last few months, settle back into the school routine and also help schools look forward to the future in a positive way – a curriculum for recovery. Our expert teaching team created a free, 2 week long, whole school unit of work for Early Years through to Year 6 which was free for schools to download from our website.
Our recovery curriculum was based on the book *Here We Are: Notes for Living on Planet Earth* by Oliver Jeffers because it was perfect for children of all ages and ideal for helping schools engage their whole community with literacy learning. At the end of the unit we planned an activity where pupils were asked to write their own notes for living on planet Earth, including thoughts and feelings following the COVID-19 pandemic and about the events around Black Lives Matter.
The teaching notes were released in June 2020, ready for schools to implement in September. Over 13,000 copies of the teaching notes were downloaded between June and September and we estimate that around 8,000 primary schools implemented our recovery curriculum.
On the 24th September, we invited schools who took part in our recovery curriculum to share their classroom work with us using the hashtag #CLPEWordsForTheWorld. Hundreds of schools shared their children's notes with us alongside a wide range of children's authors and illustrators including Oliver Jeffers, Michael Rosen, Shirley Hughes, Ed Vere and Konnie Huq to provide their own "words for the world". We worked with the Kings Cross Estate, Kings Cross Academy, Harper Collins and Oliver Jeffers to put together a 180ft artwork in Lewis Cubitt Square, N1 displaying notes from children alongside authors' written and illustrated notes as part of a community initiative celebrating those who live and learn at Kings Cross.
We were fortunate to receive funding from the Arts Council Culture Recovery Fund in October 2020 to support our work during this time. This has enabled us to continue to deliver our free resources and to maintain staffing to support our important literature work.
We were able to work with The Times and Sunday Times Cheltenham Festival to put on the CLiPPA poetry award as a virtual event. We produced a live show with performances from all the poets and from the judges. The show was illustrated live by Chris Riddell and we even had an appearance from Mike Rosen who is thankfully on the mend. The live audience for the show was estimated by the festival at 4,000 as it was beamed into classrooms across the country and beyond. More than 500 schools have since watched the show on the Cheltenham platform. 570 schools have taken part in the CLiPPA Shadowing scheme, more than ever before, and more than 100 teachers attended the associated Poetry CPD that we ran at the virtual festival. We had tremendous support from National Poetry Day, Poetry by Heart and the National Poetry Archive as well as generous sponsorship and support from the Authors' Licencing and Collecting Society.
We used our own team and two student interns to help us to process the books for Reflecting Realities and were pleased to publish our third survey on 11th November 2020. This survey received enormous coverage and the work is widely regarded as ground breaking and important across the publishing, literature and education sectors. It includes a toolkit for the entire sector to use when choosing books and is supplemented by a blog series from prominent authors and illustrators whose work represents the children in our classrooms. We have developed a partnership with BookTrust and are working together to ensure a long term and impactful future for this work. This important work provides the foundation for much of our future development as well as being

widely hailed as instrumental in the systemic changes taking place across the publishing industry.
During this time we have developed partnerships with the Royal Africa Society and are jointly presenting CPD for teachers with poets from the African Diaspora. We have also recruited 30 teachers to our Mercers' funded Early Years project and begun the work with the teachers. We have worked in partnership with Dolly Parton's Imagination Library and more than 850 children in Hackney, Tower Hamlets and Camden are now registered to receive books to their home every month. We have produced an online module on film literacy to support the Cambridge University DIALLS project and worked with First Story, Driver Youth Trust and the Fair Education Alliance to bring together key literacy organisations to make the case for future and further government funding for support for teachers.
We have continued to work in partnership with publishers and have produced teaching notes for Bloomsbury, Walker Books and Andersen Press. We are working in partnership with HarperCollins to develop a new set of notes for the new Oliver Jeffers book and to start the new calendar year in schools. We already have 1000 teachers registered for these notes and are expecting many more before the end of December. We have also maintained and developed partnerships with independent booksellers including Letterbox Library and Peter's Books as well as giving away more than 500 books to primary schools through our competitions and #FridayGiveaways.

Public benefit
The Charity has had regard to the Charity Commission's guidance on public benefit. We work to improve the life chances of children by ensuring that every child has access to quality experiences of literacy and that all teachers have the knowledge and resources to support children become confident, happy and enthusiastic readers and writers, with all the benefits this brings. We help schools to teach literacy in the most effective way. Our training and resources are all based on credible research and on the principles of effective continuing professional development.
All the money we make from our training courses and materials is used to add to our free resources, fund research and find out more about how to support children's developing literacy.

Plans for future periods
In order to secure and ensure our future and to make sure that we can continue to offer a range of high quality professional development to teachers we have spent March – December 2020 developing a sustainable online training offer. Our plan is to continue to offer this alongside our face to face training for the foreseeable future. We have been generously supported in this endeavour by funding from the Paul Hamlyn Foundation and this, along with the support from Garfield Weston has meant that we have been able to develop a well-received, well attended offer as well as beginning developments on our website which will make this offer even more sustainable.
Between May and December 2020 we have run 27 low cost or free webinars to support teachers from Nursery through to Y6 to plan with a book at the centre of their curriculum. 1,630 teachers have attended these sessions. We have developed a 'research series' where we investigate key aspects of our research and support teachers' to develop their subject knowledge. We have run 16 of these sessions reaching a total of 753 teachers. We have also run four author focussed events that are 'virtual' representations of our 'Literacy Library' sessions and allow teachers to develop their knowledge of available texts and get to know the creators of the work. These sessions have included 10 authors and been attended by 522 teachers. As well as these shorter events we have developed an online Power of Reading programme which is due to begin in January 2021 and has already recruited 32 participants.
This online programme has met a need in the system providing both subject knowledge and pedagogical content knowledge for teachers in a convenient, low cost way without compromising on quality. They have been extremely well received with 99% of teachers who have attended rating them as effective. Teachers appreciate both the high quality of the input and the practical nature of the sessions which translate directly into practice. Through the online sessions we have reached nearly 3000 teachers from across the United Kingdom and beyond. We know we have widened our reach and we have more than doubled the numbers of teachers who are accessing our CPD. Our data shows us that this increase is coming from teachers and schools outside London and the South East who would previously not have been able to access our work. The number of teachers attending CPD from outside the London area has doubled in 2020 from 969 (March 2020) to 1947 (December 2020).
This work and the continual growth of our Power of Reading membership means that we have been able to develop content and delivery mechanisms in this time which will serve us well and create alternative income streams in the future. This online delivery will enable us to continue to broaden our offer and reach more teachers in more schools than ever before without compromising on the quality of our work or our offer.
We are proud of all we have achieved this year and despite the very bleak outlook and very difficult circumstances we were facing in March we have been able to use this time to develop and improve our work, increasing the breadth of our work and the reach of what we do. We are ending 2020 in a relatively stable

financial position and have delivered on all our funded projects. We have used the time to work in partnership with Southwark and will be returning to an improved building in 2021 with a new lease and a new roof. We are planning new research projects and additional courses and building on our reputation for quality, delivery and impact. In October we received a nomination for the world wide Astrid Lindgren Memorial Award and in November we were pleased to be named as Southwark Charity of the Year.

Financial Review

CLPE's income traditionally comes predominantly from fees for attending our training and from our educational resources. In addition to this, income is also generated from grant funding, donations and sponsorship and from rent and hire fees generated from our Centre. During 2020 this profile has been different as we have had to utilise government relief funding as well as receiving generous support from the Arts Council, the City Bridge Fund, Garfield Weston Foundation, Paul Hamlyn Foundation. We also received support from the Authors' Licensing and Collecting Society for our Poetry Award and a grant from the Mercers' Foundation to support an early years project for the next three years. So this year, fees for attending our training and from our educational resources were 71% of total income (2019: 85%), income generated from grant funding, donations and sponsorship were 24% (2019: 13%) and income from rent and hire fees generated from our Centre were 5% (2019: 2%).

We have increased the number of teachers trained, but income from training has not met our budget set for the year. Income from our training and resources has fallen £142k (11.5%) versus the prior year, and this income reduction has continued in the new financial year. The specific circumstances of the pandemic have resulted in us developing a new income stream from online training. This has proved very popular but the fees are much lower than face to face training. We have also been unable to raise the income we would normally raise from our building through room hire.

We have been able to reduce both our direct costs and variable overhead costs as a result of the pandemic, and temporary closures of our Centre. Our Centre was eligible for Business Rates Relief as part of the Government's Coronovirus support. We have furloughed a number of staff in order to make best use of government support. Our Chief Executive took a 20% pay cut from March 2020 and we have withdrawn our staff from the Teachers Pension Scheme shortly after our year end due to the high contribution rates.

Despite the very difficult circumstances we have ended the year in a relatively strong financial position. Unrestricted reserves marginally exceed the target operating reserve level. We have made use of the government Coronavirus Bounce Back Loan scheme and took out a loan of £50k in order to support our cashflow. Due to the current shift in our activities caused by the pandemic, we have considered whether there is an impairment of any of our asset values. We do not consider any of our fixed assets to be impaired but we have provided for a reduction in the value of our book stock, given the reduction in sales that would usually occur at or from our Centre.

Going concern

The Trustees are confident that the charity is a going concern on the basis that the organisation can continue to meet its obligations, for the foreseeable future. Trustees receive the finance reports each month, and consider major dependencies and potential mitigations within the financial risk assessment reviewed at each meeting.

Investment Policy

The charity's funds are expected to be spent in the medium term, so there are no funds held in investments.

Reserves Policy

This policy is reviewed regularly in line with our strategic plan. The current total reserves stand at £402k, £89k of which is restricted for use on three ongoing funded projects.

In deciding the level of reserves that the charity needs to hold, the trustees consider what the reserves are represented by in terms of net assets, and therefore what funds are freely available to spend on any of the charity's purposes. The Trustees consider the funds freely available to spend, to be limited to the net value of assets and liabilities that represent cash, or are readily converted into cash. On this basis, cash funds available exceed our total reserves. Therefore the Trustees consider the full £402k total reserves are available funds. Taking into account the resources needed for working capital to cope with fluctuations in cash flow, and an assessment of the major risks to which the charity is exposed, the Trustees have determined that an appropriate level of funds to designate as an operating cost reserve should be broadly equivalent to 3 months operating costs plus a further 3 months' rent. As at 31 August 2020 this equates to £312k. Currently unrestricted reserves of £313k marginally exceed the targeted operating cost reserve. The Trustees consider that this is a satisfactory position that will allow CLPE to weather the uncertainties of the coming financial year This policy is reviewed regularly in line with our strategic plan.

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Structure, Governance and Management

Recruitment and Appointment of Trustees
There are 12 Trustees for the charity who share their extensive expertise from backgrounds in education, publishing, finance, law and local government to support the work of the charity. Trustees reviewed the skills, knowledge and expertise of the board as well as the committee structure to ensure that the board is fit for purpose to deliver the new plan. A new trustee, Rukhsana Yasmin, was appointed in April 2020.

Risk Management
Throughout this year, the Board of Trustees has conducted a regular review of the major risks to which the charity is exposed. This review was monthly from March 2020. A risk register is discussed at every committee and full meeting and updated as a consequence of these discussions. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan to return CLPE to a position where the operating costs of the charity are generated from the charged work. This makes the charity self-sustaining and ensures a long term future that is not dependent on government or local authority funding. Internal control risks are minimised by procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity. The risk assessment, and procedures for mitigating health and safety considerations, have been expanded in year to cover risks associated with the pandemic, including steps to make our Centre 'Covid-secure'.

Organisational Structure
The Charitable Trust was set up in November 2001 when the organisation was transferred from Local Education Authority (LEA) control.
CLPE is a registered charity and a company limited by guarantee. Its registered office is as shown on page 1. It is governed by its Articles of Association. The management of the Charity is the responsibility of the Trustees who are appointed under the terms of the Articles of Association.
The CLPE has a Board of Trustees that meets quarterly, and there is also a Finance committee and an Operations Committee.
Trustees are provided with an induction pack which includes the Articles of the Company, information about the duties and responsibilities of charity trustees and further information from the Charities Commission.
There are currently 12 Trustees with a variety of professional backgrounds relevant to the work of the charity.
There are special projects groups convened by the vice chair of trustees to develop various projects and the longer term strategy. This group is an advisory rather than a decision making body but does have terms of reference agreed by the full trustee board and reports to the full trustee meetings.
A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Chief Executive along with the Senior Management Team. This is guided by a Manual of Authorities which is reviewed annually.
The Chief Executive is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Senior Management Team has responsibility for the day to day operational management of the Centre, income generation and individual supervision and development of the staff team.

Responsibilities of Trustees
The Trustees (who are the directors of The Centre for Literacy in Primary Education for the purposes of company law) are responsible for preparing the 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

Statement of disclosure of information to auditors
The Trustees have confirmed that, so far as they are aware, there is no relevant audit information of which the Company's auditors are unaware, and that they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

Preparation of the report
This report of the Trustees has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

Auditors
The trustees have appointed Goldwins as their auditors. Goldwins have accepted this appointment under Section 485 of the Companies Act 2006.

This report was approved and authorised for issue by the Trustees on 10 February 2021 and signed on their behalf by:



…….
Nicky Parker
Chair of Trustees

Independent Auditor's Report to the Members of The Centre for Literacy in Primary Education

Opinion

We have audited the financial statements of The Centre for Literacy in Primary Education (the 'charity') 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 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 Companies Act 2006.

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.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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, except to the extent otherwise explicitly stated in our report, 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.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Independent Auditor's Report to the Members of The Centre for Literacy in Primary Education

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charity 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

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. This description forms part of our Auditor's Report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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.

Anthony Epton

……

Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

1 March 2021

The Centre for Literacy in Primary Education

(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 £*
Income from:					
Donations	**2**	216,658	25,425	242,083	*19,842*
Charitable activities	**3**	1,135,051	91,455	1,226,506	*1,390,216*
Other trading activities	**4**	71,361	-	71,361	*34,682*
Investments	**5**	358	-	358	*347*
Total income		**1,423,428**	**116,880**	**1,540,308**	*1,445,087*
Expenditure on:					
Charitable activities	**6**	1,357,823	70,640	1,428,463	*1,576,703*
Total expenditure		**1,357,823**	**70,640**	**1,428,463**	*1,576,703*
Net movement in funds		**65,605**	**46,240**	**111,845**	*(131,616)*
Reconciliation of funds:	**17**				
Total funds brought forward		247,136	42,523	289,659	*421,275*
Total funds carried forward		**312,741**	**88,763**	**401,504**	*289,659*

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Registered number: 04385537

Balance Sheet

As at 31 August 2020

	Note	£	2020 £	£	*2019* *£*
Fixed assets:					
Tangible assets	**11**		268,942		*339,002*
Intangible assets	**12**		21,791		*34,813*
			290,733		*373,815*
Current assets:					
Stocks	**13**	27,334		*43,057*	
Debtors	**14**	142,943		*242,040*	
Cash at bank and in hand		458,932		*147,495*	
		629,209		*432,592*	
Creditors: amounts falling due within one year	**15**	**(468,438)**		*(516,748)*	
Net current assets/(liabilities)			**160,771**		*(84,156)*
Creditors: amounts falling due after one year	**16**		(50,000)		-
Total net assets			**401,504**		*289,659*
Charity Funds:	**17**				
Restricted funds			88,763		*42,523*
Unrestricted funds			312,741		*247,136*
Total funds			**401,504**		*289,659*

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

The financial statements were approved and authorised for issue by the Trustees on 10 February 2021 and signed on their behalf, by:



Nicky Parker
Chair of Trustees

The attached notes form part of these financial statements.

The Centre for Literacy in Primary Education

(A Company Limited by Guarantee)

Statement of Cash Flows

For the Year Ended 31 August 2020

	Note	2020 £	*2019 £*
Cash flows from operating activities	**19**	**267,984**	*(90,495)*
Net cash (used in)/provided by operating activities			
Cash flows from investing activities:			
Cash flows from interest		358	*347*
Purchase of tangible fixed assets		(6,905)	*(148,500)*
Net cash used in investing activities		**(6,547)**	*(148,153)*
Cash flows from financing activities:			
Cash inflows from new borrowing		50,000	-
Cash provided by / (used in) financing activities		**50,000**	-
Change in cash and cash equivalents in the year		**311,437**	*(238,648)*
Cash and cash equivalents brought forward		147,495	*386,143*
Cash and cash equivalents carried forward	**20**	**458,932**	*147,495*

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) and the Companies Act 2006.

The Centre for Literacy in Primary Education 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 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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.

1.4 Income

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

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Bank interest is included when receivable.

Income from charitable trading activity is accounted for when earned.

Income from grants where related to performance and specific deliverable is accounted for as the charity earns the right to consideration by its performance.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

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

All expenditure is inclusive of irrecoverable VAT.

1.6 Fixed assets and depreciation
Tangible fixed assets

All assets costing more than £500 are capitalised.

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

Leasehold improvements	-	20% (5 years) Straight line with nil residual value.
Library	-	12.50% (8 years) Straight line with nil residual value.
Furniture and fittings	-	20% (5 years) Straight line with nil residual value.
Computers and equipment	-	25% (4 years) Straight line with nil residual value.

1.7 Intangible assets

Website development costs are capitalised as intangible assets only when the following criteria are met: (i) it is technically feasible to complete the product so it will be available to use; (ii) management intends to complete the product or sell it; (iii) there is ability to use or sell the product; (iv) it can be demonstrated how the software product will generate future economic benefits; (v) the expenditure attributable to the product during its development can be measured reliably. Website development costs are amortised over their useful economic life of 4 years.

1.8 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight-line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

1.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.10 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.11 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.

1.12 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.

1.13 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 within interest payable and similar charges.

1.14 Pensions

Teaching staff employed by the charity are eligible for membership of the Teachers' Pension Scheme, which is a national, statutory, contributory, unfunded defined benefit scheme administered by the Teachers' Pension Agency, an executive agency of the Department for Education and Skills. Pension costs are assessed in accordance with the advice of the Government Actuary.

Non-teaching staff up to 2008-09 were eligible for membership of the Local Government Pension Scheme (LGPS), administered by the London Borough of Southwark, which acts as an Administering Authority. The scheme was closed to new non-teaching staff during that year. The Local Government Pension Scheme was a defined benefit scheme based on final pensionable salary, but from The Centre for Literacy in Primary Education's perspective became a defined contribution scheme during 2013-14. Pension costs charged in the Statement of Financial Activities represent the contributions recommended by the independent actuary and payable by the charity in the year.

Non-teaching staff not in the Local Government Pension Scheme are eligible for inclusion in a defined contribution scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the scheme.

1.15 Critical accounting estimates and areas of judgment

In the application of the Company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Depreciation and accruals are the areas which give rise to judgement and estimates.

2. Income from donations

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	*Total funds 2019 £*
CLiPPA Awards	-	25,425	25,425	*13,637*
Literacy library	-	-	-	*380*
Fundraising	216,658	-	216,658	*5,825*
Total donations	**216,658**	**25,425**	**242,083**	*19,842*
Total 2019	*6,205*	*13,637*	*19,842*	

3. Income from charitable activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	*Total funds 2019 £*
Power of Reading	844,560	-	844,560	*947,764*
Courses and conferences	130,169	-	130,169	*137,488*
Funded projects	39,353	91,455	130,808	*152,316*
Regional work	112,827	-	112,827	*143,292*
Publications	7,826	-	7,826	*9,212*
Other income	316	-	316	*144*
	1,135,051	**91,455**	**1,226,506**	*1,390,216*
Total 2019	*1,237,900*	*152,316*	*1,390,216*	

4. Income from other trading activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	*Total funds 2019 £*
Premises income	71,361	-	71,361	*34,682*
Total income from other trading income	**71,361**	**-**	**71,361**	*34,682*
Total 2019	34,682	-	34,682	

5. Income from investments

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	*Total funds 2019 £*
Bank interest receivable	**358**	**-**	**358**	*347*
Total 2019	*347*	-	*347*	

6. Analysis of resources expended by activities

	Direct costs 2020 £	Staff costs 2020 £	Support costs 2020 £	Total 2020 £	*Total 2019 £*
Awards & Donations	8,774	10,270	9,342	28,386	*43,130*
Funded projects	50,209	80,026	72,795	203,030	*75,707*
Courses and conferences	19,588	270,974	246,490	537,052	*361,660*
Power of Reading	111,725	233,445	212,351	557,521	*909,731*
Regional courses	8,301	31,030	28,226	67,557	*47,613*
Publication sales	3,023	4,655	4,234	11,912	*40,074*
Other charitable activities	-	-	-	-	*79,141*
Expenditure on trading activities:					
Cost of generating Premises Income	4,751	9,559	8,695	23,005	*19,647*
Total	**206,371**	**639,959**	**582,133**	**1,428,463**	*1,576,703*

7. Support costs

	Total 2020 £	*Total 2019 £*
Legal and professional	3,621	*763*
Rent	124,997	*102,900*
Telephone	7,318	*12,628*
Computer and other maintenance	26,604	*24,397*
Light and heat	10,193	*13,014*
Rates	6,646	*10,805*
Insurance	9,988	*9,134*
Other premises costs	14,690	*12,113*
Cleaning	7,479	*10,994*
Security	1,035	*877*
Publicity and marketing	25,631	*42,820*
Printing, postage and stationery	11,270	*10,965*
Bank charges	1,104	*1,312*
Bad debts	-	*3,379*
Other operating costs	11,552	*24,467*
Wages and salaries	189,404	*125,923*
Development	-	*-*
Depreciation	89,988	*104,958*
Governance Costs	40,613	*31,399*
Total	**582,133**	*542,848*

The basis of allocation for support costs is according to staff time spent on projects as well as actual expenses incurred.

8. Governance costs

	Unrestricted funds 2020	*Total funds 2019*
	£	*£*
Auditor's remuneration	9,783	*10,417*
Trustee meetings and other costs	758	*1,393*
Reimbursement of Trustees' expenses	611	*1,549*
Wages and salaries	23,427	*18,040*
Other costs	6,034	-
Total	**40,613**	*31,399*

9. Net income/(expenditure)

This is stated after charging:

	2020	*2019*
	£	*£*
Depreciation of tangible fixed assets:		
- owned by the charity	73,422	*76,965*
Amortisation of intangible fixed assets	13,022	*13,022*
Auditor's remuneration - audit	9,783	*10,417*
Operating lease rentals	132,217	*113,679*

During the year, no Trustees received any remuneration (2019 - £NIL).
During the year, no Trustees received any benefits in kind (2019 - £NIL).
During the year, trustees received reimbursement of expenses amounting to £1,703 (2019 - £1,549).

10. Staff costs

Staff costs were as follows:

	2020	*2019*
	£	*£*
Wages and salaries	687,774	*711,429*
Social security costs	65,197	*71,071*
Other pension costs	99,819	*80,199*
Total	**852,790**	*862,699*

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

	2020	*2019*
	No.	*No.*
Educational staff	7	*7*
Support staff	13	*13*
Total	**20**	*20*

The number of higher-paid employees was:

	2020	*2019*
	No.	*No.*
In the band £70,001 - £80,000	**1**	*1*

Key management personnel comprises of six members of senior management and the Chief Executive. The total benefits received by key management personnel in the year amounted to £395,431 (2019: £360,377).

11. Tangible fixed assets

	Leasehold improvements £	Library £	Furniture and fittings £	Computers and equipment £	Total £
Cost or valuation					
At the start of the year	156,215	254,121	36,978	108,712	556,026
Additions	-	-	-	6,905	6,905
Disposals	-	-	(2,450)	(1,093)	(3,543)
At the end of the year	**156,215**	**254,121**	**34,528**	**114,524**	**559,388**
Depreciation					
At the start of the year	78,233	27,973	21,899	88,919	217,024
Charge for the year	27,782	31,765	6,689	10,729	76,965
Eliminated on disposal	-	-	(2,450)	(1,093)	(3,543)
At the end of the year	**106,015**	**59,738**	**26,138**	**98,555**	**290,446**
Net book value					
At the end of the year	**50,200**	**194,383**	**8,390**	**15,969**	**268,942**
At the start of the year	***77,982***	***226,148***	***15,079***	***19,793***	***339,002***

12. Intangible Fixed Assets

	Website & App development £	Total £
Cost or valuation		
At the start of the year	114,456	114,456
Additions	-	-
At the end of the year	114,456	114,456
Depreciation		
At the start of the year	79,643	79,643
Charge for the year	13,022	13,022
At the end of the year	92,665	92,665
Net book value		
At the end of the year	**21,791**	**21,791**
At the start of the year	*34,813*	*34,813*

13. Stocks

	2020	*2019*
	£	*£*
Book stock	**27,334**	*43,057*

14. Debtors

	2020	*2019*
	£	*£*
Trade debtors	70,886	*170,722*
Other debtors	1,011	*4,344*
Prepayments and accrued income	71,046	*66,974*
Total	**142,943**	*242,040*

15. Creditors: Amounts falling due within one year

	2020	*2019*
	£	*£*
Trade creditors	45,220	*50,308*
Other taxation and social security	30,601	*18,753*
Other creditors	12,808	*11,559*
Accruals and deferred income	379,809	*436,128*
Total	**468,438**	*516,748*

Deferred income

	£
Deferred income at the start of the year	410,768
Amounts released from previous years	(410,768)
Amount deferred in the year	332,745
Deferred income at the end of the year	**332,745**

Deferred income comprises invoiced or received in the year relating to services to be provided in the next financial year.

16. Creditors: Amounts falling after one year

	2020	*2019*
	£	*£*
Bank loan	50,000	-
Total	**50,000**	-

17. Statement of funds

Statement of funds - current year

	Balance at the start of the year £	Income £	Expenditure £	Transfers in/(out) £	Balance at the end of the year £
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	315,000	-	-	(3,000)	312,000
General funds					
General reserves	(67,864)	1,423,428	(1,357,823)	3,000	741
Total unrestricted funds	**247,136**	**1,423,428**	**(1,357,823)**	**-**	**312,741**
Restricted funds:					
Reflecting Realities, Stage 2	21,177	-	(11,106)	-	10,071
CLIPPA	-	25,425	(11,183)	-	14,242
EEF – POP	21,346		(21,346)	-	-
Mercers - Improve Vocabulary	-	91,455	(27,005)	-	64,450
Total restricted funds	**42,523**	**116,880**	**(70,640)**	**-**	**88,763**
Total funds	**289,659**	**1,540,308**	**(1,428,463)**	**-**	**401,504**

Designated Funds
The operating cost reserve represents amounts set aside to provide financial stability should CLPE suffer unexpected events, losses of income or large unbudgeted expenses. It is calculated in line with the Reserves Policy, at 3 months operating costs plus a further 3 months rent.

Restricted Funds
Reflecting Realities, Stage 2 – The Reflecting Realities project is anticipated to be ongoing. This phase of the project was funded by Arts Council England and was completed by late 2020.

The CLiPPA is an award for published poetry for children in the UK. All funding for the 2020 event was received within the financial year and spent by late 2020. The announcement of the 2020 Award was made on Friday 9 October, in a live online Poetry Show, as part of the The Times and The Sunday Times Cheltenham Literature Festival. Funding was received from The Authors Licensing and Collection Society and The Siobhan Dowd Trust.

Education Endowment Fund – Power of Pictures - This programme, funded by the EEF, was completed in the year.

Mercers – Improving Vocabulary – This is an annual programme, in partnership with Dolly Parton's Imagination Library. It is funded by the Charity of Sir Richard Whittington, which is administered by The Mercers' Foundation. It is expected to run for 3 years.

17. Statement of funds (continued)

Statement of funds - prior year

	Balance at the start of the year £	*Income £*	*Expenditure £*	*Transfers in/(out) £*	*Balance at the end of the year £*
Unrestricted funds:					
Designated funds					
Operating Cost Reserve	*335,000*	*-*	*-*	*(20,000)*	*315,000*
General funds					
General reserves	*78,526*	*1,279,134*	*(1,445,524)*	*20,000*	*(67,864)*
Total unrestricted funds	*413,526*	*1,279,134*	*(1,445,524)*	*-*	*247,136*
Restricted funds:					
Reflecting Realities, Stage 2	*-*	*69,866*	*(48,689)*	*-*	*21,177*
CLIPPA	*-*	*13,637*	*(13,637)*	*-*	*-*
EEF – ILCL	*-*	*11,250*	*(11,250)*	*-*	*-*
EEF – POP	*7,749*	*71,200*	*(57,603)*	*-*	*21,346*
Total restricted funds	*7,749*	*165,953*	*(131,179)*	*-*	*42,523*
Total funds	*421,275*	*1,445,087*	*(1,576,703)*	*-*	*289,659*

18. Analysis of net assets between funds – current year

	Unrestricted funds 2020 £	**Restricted funds 2020 £**	**Total funds 2020 £**
Tangible fixed assets	268,942	-	268,942
Intangible fixed assets	21,791	-	21,791
Current assets	540,446	88,763	629,209
Creditors due within one year	(468,438)	-	(468,438)
Creditors due after one year	(50,000)	-	(50,000)
Total	**312,741**	**88,763**	**401,504**

Analysis of net assets between funds – prior year

	Unrestricted funds 2019 £	*Restricted funds 2019 £*	*Total funds 2019 £*
Tangible fixed assets	*339,002*	*-*	*339,002*
Intangible fixed assets	*34,813*	*-*	*34,813*
Current assets	*390,069*	*42,523*	*432,592*
Creditors due within one year	*(516,748)*	*-*	*(516,748)*
Total	*247,136*	*42,523*	*289,659*

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

	2020	*2019*
	£	*£*
Net expenditure for the year (as per Statement of Financial Activities)	111,845	*(131,616)*
Adjustment for:		
Depreciation charges	89,987	*104,957*
Dividends, interest and rents from investments	(358)	*(347)*
Increase/(decrease) in stocks	15,723	*33,161*
(Increase)/decrease in debtors	99,097	*(87,078)*
Increase/(decrease) in creditors	(48,310)	*(9,572)*
Net cash (used in)/provided by operating activities	**267,984**	*(90,495)*

20. Analysis of cash and cash equivalents

	2020	*2019*
	£	*£*
Cash in hand	458,932	*147,495*
Total	**458,932**	*147,495*

21. Pension commitments

The charity's employees belong to one of three pension schemes: The Teachers' Pension Scheme for England and Wales (TPS) for academic and related staff; the Local Government Pension Scheme (LGPS) and The Pension Trust scheme (PT), for non-teaching staff. The TPS is a defined benefit scheme and up until 31st March 2014 the LGPS scheme was also defined benefit, but since then has become a defined contribution scheme. The PT scheme is a defined contribution scheme.

Contributions amounting to £8,107 were payable to the TPS at 31 August 2020 (2019: £6,459), contributions amounting to £1,383 were payable to the LGPS at 31 August 2020 (2019: £1,383) and contributions amounting to £2,961 were payable to the PT as at 31 August 2020 (2019: £2,943). All amounts are included within creditors at the year-end.

Teachers' Pension Scheme

Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following an appointment or a change of contract, although they can opt-out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

21. Pension commitments (continued)

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014(as amended) ('the Directions'). The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- Employer contribution rates set at 23.68% of pensionable pay (including a 0.08% employer administration charge) (currently 16.48%);
- Total scheme liabilities (pension currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million giving a notional past service deficit of £22,000 million;
- An employer cost cap of 7.3% of pensionable pay will be applied to future valuations; and
- The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return is 4.45%.

During the previous year, the employer contribution rate was 16.4%. The TPS valuation for 2016 determined an employer rate of 23.6%, from September 2019.

The total contribution made for the year ended 2020 was £79,369 (2019: £77,914), of which employer's contributions totalled £55,057 (2019: £48,262) and employees' contributions totalled £24,312 (2019: £29,652).

A copy of the valuation report and supporting documentation is available on the Teachers' Pension website https://www.teacherspensions.co.uk/-/media/documents/member/documents/news-items/teachers-pension-scheme-actuarial-valuation-2016.

Under the definitions set out in FRS 102, the TPS is a multi-employer pension scheme. The Company has accounted for its contributions to the scheme as if it were a defined contribution scheme. The Company has set out above the information available on the scheme.

Local Government Pension Scheme

The Local Government Pension Scheme (LGPS) is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds.

Since 1 April 2014, the London Borough of Southwark has introduced a policy whereby Centre for Literacy in Primary Education's pension risk as an admitted body is underwritten by London Borough of Southwark. Centre for Literacy in Primary Education's contribution rate has been fixed at the rate certified by the 2010 triennial actuarial valuation for as long as the charity remains an employer in the fund. As the Council is now taking responsibility for any deficits and the charity has a fixed contribution rate, the scheme is now a defined contribution scheme for accounting purposes.

The agreed contribution rates for future years are 24.1% of pensionable pay for CLPE in respect of future accrual of benefits for active members. For employees, contributions are dependent on the level of their full-time equivalent salary ranging from 5.5% to 10%.

21. Pension commitments (continued)

The total contribution made for the year ended 2020 was £16,596 (2019: £16,596), of which employer's contributions totalled £13,186 (2019: £13,186) and employees' contributions totalled £3,410 (2019: £3,410).

The Pension Trust Scheme

The Pension Trust Scheme (PT) is a defined contribution scheme.

The employer's contribution rates during the year were 6%. The employees' contribution rates during the year were 5%.

The total contribution made for the year ended 2020 was £51,349 (2019: £29,043), of which employer's contributions totalled £31,577 (2019: £18,751) and employees' contributions totalled £19,772 (2019: £10,292).

22. Operating lease commitments

At the year-end, the total of Charity's future minimum lease payments under non-cancellable operating leases was:

	Land and buildings		**Other**	
	2020	*2019*	**2020**	*2019*
	£	*£*	**£**	*£*
Amounts payable:				
Within 1 year	102,900	*102,900*	6,676	*11,070*
Between 1 and 5 years	411,600	*411,600*	20,695	*15,761*
After more than 5 years	728,875	*831,775*	-	*1,806*
Total	**1,243,375**	*1,346,275*	**27,371**	*28,637*

23. Related party transactions

One Trustee is nominated by the London Borough of Southwark, as outlined in Centre for Literacy in Primary Education's Articles of Association. This Trustee is not involved in any negotiations with the London Borough of Southwark with respect to service delivery, income negotiations or staff matters.

In the year CLPE provided services to Kings Cross Academy, of which Louise Johns-Shepherd is a director. Total transactions during the year were £3,865 (2019: £1,028) and nothing (2019: £150) was owed by Kings Cross Academy at the year-end.

24. Post Balance Sheet Events

The World Health Organization declared the outbreak of the coronavirus a pandemic in March 2020. As we progress through 2020, more information is becoming known about the scale and impact of the coronavirus. The pandemic might have a financial effect on the charity and its operations. This may include changes to project implementation plans, alterations to ways of working and reductions in future donations.