

OXFORD SCHOOLS CHAPLAINCY

England & Wales · Charity number 1140387

Details

Other names	OSC
Status	Registered
Legal form	Charitable company
Company number	07448668
Registered	2011-02-11
Register	View on the Charity Commission register

Contact

Address	7 Third Acre Rise Oxford OX2 9DA
Phone	01865865292
Email	info@oxfordschoolschaplaincy.org
Website	www.oxfordschoolschaplaincy.org

Activities

Objects: 1 THE OBJECTS OF THE CHARITY ARE, FOR THE PUBLIC BENEFIT:1.1 TO ADVANCE THE CHRISTIAN RELIGION IN PARTICULAR, BUT NOT EXCLUSIVELY, IN SCHOOLS, AND 1.2 TO RELIEVE POVERTY, SUFFERING AND DISTRESS AMONG CHILDREN AND YOUNG PEOPLE.

Activities: Assemblies in Secondary SchoolsSetting up and supporting the running of Christian UnionsRE and PSHE lessons Supporting and networking Christians in Education

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Prevention Or Relief Of Poverty, Religious Activities
- **Who:** Children/young People

Geography

- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£158,151	£88,533	-	-
2024-08-31	£92,761	£90,602	-	-
2023-08-31	£49,200	£47,621	-	-
2022-08-31	£36,777	£44,198	-	-
2021-08-31	£42,438	£45,221	-	-
2020-08-31	£48,411	£45,712	-	-

Trustees

Name	Role	Appointed
KENNETH MACMILLAN MACRITCHIE LLB	Chair	
AMANDA JILL MYATT		2013-09-01
Frances Claire Down		
Martin Andrew Thornley		2025-09-30
Moir Joyce Dorey		2014-04-24

Accounts



Oxford Schools Chaplaincy

(A company limited by guarantee)

**Report and Financial Statements
For the period 1 September 2024 to 31st August 2025**

Registered Charity Number: 1140387
Company registration Number: 7448668

Objectives, Activities, Achievements and Performance

The purposes of the charity are, for the public benefit:

- to advance the Christian religion in particular, but not exclusively, in schools; and
- to relieve poverty, suffering and distress among children and young people.

These objectives have been pursued throughout the reporting year as follows:

Personnel

Paul Sparrey and Hemara Earl continued this year as full-time Co-Directors of OSC, with Paul Sparrey as full-time Co-Director, Wellbeing, focusing on developing a programme of mentoring and mental health support alongside Hemara Earl, Co-Director, Development. Her role is to develop our work in sharing the Christian faith with students and staff across the City of Oxford. Jo Curtis was our part-time Office and Volunteers' Administrator, providing office and administrative assistance, and front-line support for Christian Unions and lessons in particular. Jo left OSC at the end of May 2025, and the post was advertised with increased hours. Her replacement is due to start in early September 2025.

Christian Unions (CUs) in schools and the city's FE college continued to be led and supported by the Co-Director, Development across the city, with good attendance from students, and support from Christian staff and OSC volunteers. A series of student-led outreach events has now been rolled out to 4 of our schools. Other outreach events, supported generously by speakers from OCCA, the Oxford Centre for Christian Apologetics, and other organisations, took place. A student leadership course primarily but not exclusively for sixth formers leading CUs in their schools continued to be run, bringing together students from across the city. Parent/staff prayer groups and CU picnic events for young people and their parents were supported in different secondary schools. Easter and Christmas lessons were provided to secondary schools and Year six transition lessons were taken out to 12 primary classes in 10 primary schools. Mentoring and 'Listening Ear Support' was provided to many students, as well as mental health support sessions to small groups.

Further links continue to be forged with schools, and this has resulted in a good number of lessons being delivered. We have again been blessed to see God provide new volunteers to continue to run lessons and wellbeing sessions, but the onus on leading these sessions is increasingly falling to the Directors and Administrator, as volunteer numbers have reduced in line with other similar organisations.

OSC continues a good relationship with outside organisations such as Festive, OCCA, Good News for Everyone (formerly Gideons UK) and is building new relationships with others: Christian Concern, Scripture Union, The Titus Trust, TISCA, and UCCF.

Throughout the year, our staff undertook various online and in person courses to ensure continuing professional development. In addition, the Co-Directors attended annual youth work conferences. The Co-Director, Wellbeing has termly supervision meetings with a school counsellor and networks with others in the Oxford area, as well as with STEP, based in St. Albans. The Co-Director, Development has been growing connections with other Christian Schools Work ministries nationally to share resources and expertise, and co-ordinates the informal Christian Schools Work Network, meeting online three times a year.

The OSC team are supported by a leadership team of five trustees and one special advisor to OSC which meets every term. Our special advisor left the role at the end of May, and an additional trustee joined the team. Meetings of the full trustee body are focussed more at a higher level of oversight. One trustee remains a line manager of the Co-Directors and being responsible for safeguarding issues; another trustee as pastoral care both to the employees and volunteers.

The OSC model is to leverage its activities by mobilising volunteers from local churches. Our volunteer administrator manages a pathway for volunteers who apply to work with OSC which provides an efficient system to ensure appropriate vetting and training both in relation to Safeguarding, Prevent, best practice in schools, lesson content and presentation. A supporter organises our weekly term-time OSC prayer meeting. It continues to remain our objective to grow OSC's activities by increasing the volunteer base, providing good quality training and preparation and supporting their Christian faith journey. We keep our supporters updated with newsletters and updates distributed via email on a regular basis.

Our Office and Volunteers' Administrator supports the Co-directors in managing our policies and procedures, ensuring that these are kept up to date and that we are in compliance. We take our safeguarding responsibilities very seriously and provide safeguarding training to all our volunteers who all undergo required checking. Our safeguarding trustee is Moira Dorey.

Prayer is a fundamental element of OSC. A weekly OSC prayer meeting has continued throughout the year with a small, committed group. Our annual Prayer for Schools Event had representatives of seven schools and twelve local churches. A further four community prayer groups have been established by the Co-Director, Development which have been meeting regularly. Staff prayer groups have also been formed, meeting in schools, and six schools' prayer meetings are now supported. We also held an End of year Thanksgiving and Prayer event in June 2025, a first of it's kind for OSC, with the aim of this becoming an annual event.

Relationships with Churches and Supporters

OSC seeks to partner with all churches in the Oxford area who share our vision. The Co-Director Development has made a number of church visits throughout the year to explain the work of OSC and encourage support. They attended the Love Oxford network meeting of local pastors, to encourage local church support for the work of OSC. We were

supported financially throughout the year by local churches and attracting volunteers and prayer support from many. In supporting Christian Unions in schools, OSC worked together throughout the year with youth workers from many local churches and partner charities. Our staff participate in the Oxford church youth workers' group, 'Soulnet' which is a venue for discussion, ideas, resources and prayer.

Premises

The Parish Church Council of St. Andrew's, North Oxford make available an office for OSC staff in their parish centre at Linton Road, Oxford at no cost. Other rooms in the Parish centre are used for a weekly prayer meeting and for other ad hoc meetings and training events.

Activities

This year OSC staff or volunteers have led 6 weekly Christian Unions (CUs) in 5 senior state schools in Oxfordshire and supported 4 other existing CUs led by teachers or local church workers. We have been leading CUs at Gosford Hill School, two CUs at the Cherwell School, one at The Swan School, The Oxford Academy and at the City's FE College, and provided peripheral support at Cheney School, Spires Academy, Matthew Arnold and Wheatley Park school.

The OSC approach to CUs is that these should ideally be led by the pupils with a school staff member prepared to be present with OSC volunteers/local church support/other Christian agencies to help run them. OSC provides continuity and active support and encouragement for CU leaders and members. This includes help to organise, set up/ provide support for developing termly programmes/ planning leadership succession and training/ teacher liaison/coordinating external support from church youth workers and volunteers/ seeking to resolve issues arising which may be detrimental to the future of CUs.

Our Co-Director, Development has attended weekly at four of the schools, with regular visits to the others; it is a priority to encourage and develop Bible-centred CUs in which both committed Christian students and those exploring the faith can come together in a welcoming, well led (ideally student led, teacher supported) group in every school. A Student Leadership Training Programme has continued for this year for the Sixth Formers (or sometimes younger students) who step forward to lead the CU's, bringing students together from across the city, equipping and encourage them to take a leadership role in their schools and beyond. The Student Leadership group has met three times this academic year.

A pattern of well-advertised outreach events have continued this year in which the existing CU students are able to invite friends and classmates to hear an outside speaker present the gospel and take questions from visiting speakers often after games/quizzes making these events accessible for many. This year approximately a thousand students have attended such events across the nine school sites on different Christian themes: Christmas, Easter, The Problem of Suffering/Evil, War/Victory (and who is the real victor?) Valentine's Day and real love, a Day in the Life of a Christian Barrister, as well as

increasingly popular “Grill a Christian” events in which a speaker will take questions from the floor on any aspect of faith and Christianity.

OSC continues to develop good quality/curriculum friendly lessons on aspects of the Christian faith, presented by OSC staff and trained volunteers from local churches and to find opportunities to present these in secondary schools in Oxford. This year we delivered lessons at Christmas and Easter to Matthew Arnold School, The Oxford Academy and Gosford Hill School, as well as assemblies at Gosford Hill School. Year six transition lessons were delivered to ten primary schools - Beckley, Cutteslowe, Garsington, John Henry Newman, New Marston Primary, Rose Hill School, St. Andrew’s Headington, St. Michael’s Marston, Tyndale School and Wheatley Primary.

The Co-Director, Wellbeing continues to spend two days a week in two senior schools providing listening ear/mentoring support to individuals. With the support of OSC volunteers, nine Kintsugi Hope Youth Wellbeing courses have been delivered, with potential for offering this support to other schools.

Financial Review

Donations and legacies from individuals (£134,439) were significantly greater than the previous year (£78,757). Grant income (£50) was less. Income from churches was increased (£19,793) compared to the previous year (£9,846). Total income for the year was £158,151 an increase of £65,390 on the previous year.

Income is higher than the previous year as a result of a particularly generous one-off £10k from one church and one donor making a donation of £98k. This donation has enabled us to continue to employ 2 directors.

Staff costs were slightly decreased (£1,294) due to our administrator leaving in May and not being immediately replaced. Total expenditure for the year was £88,533.

Overall, there was a surplus of income over expenditure for the year of £69,618 which was added to reserves. Total reserves at the year-end stood at £112,904 largely represented by cash at bank. Restricted funds make up 14% of the reserves.

Reserves Policy

The trustees regularly monitor OSC’s finances and reserves. The trustees regard long term viability to be dependent on achieving a balance between regular expenditure and regular donations from individuals and churches/trusts. This is currently not the case. Our regular monthly expenditure is about £2,300 more than regular monthly income. The reserves provide the shortfall.

Currently the reserves of the general fund represent about 18 months expenditure, which is significantly more than the 6 months that the trustees expect to hold.

OSC’s strategy envisages an increase in personnel. As the reserves are healthy, the trustees would hope to propose to increase staffing.

Structure, Governance and Management

Oxford Schools Chaplaincy is a company limited by guarantee. Its governing document comprises its Memorandum and Articles of Association. Trustees are elected by Members by simple majority or co-opted by existing Trustees for the remainder of the year in which they are co-opted. Trustees must be no less than 3 nor more than 12 in number. One third of Trustees (commencing with last to be appointed) must resign at each annual general meeting. Their names can be submitted for re-election.

Reference and Administrative Details

Name of Charity: Oxford Schools Chaplaincy (no other name used)

Charity Registration Number: 1140387

Company Registration Number: 7448668

Principal Office and Registered Office: St. Andrew's Church, Linton Road, Oxford
OX2 6UG

Names of Trustees (during reporting period)

Kenneth MacRitchie (Chair)

Frances Down (Treasurer)

Moiria Dorey

Rev. Dan Heyward

Mandy Myatt

Names of Directors on date of approval of report

Kenneth MacRitchie

Frances Down

Moiria Dorey

Mandy Myatt

Martin Thornley

OSC holds no property other than office equipment of Schools Worker.

Exemptions from Disclosure: None Claimed

Funds held as Custodian Trustee on behalf of Others: None

Independent examiner's report on the accounts

Report to the trustees of Oxford Schools Chaplaincy (Registered Charity Number 1140387) on accounts for the period ended 31st August 2025 set out on pages 8 to 16 inclusive.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: A Maxfield



Date: 4 April 2026

Name: Ms Anne Maxfield

Relevant professional qualification: MA ACA

Address: 151 Windmill Road, Headington, OXFORD, OX3 7DW

Statement of Financial Activities 31 August 2025

	2025			2024		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
Income						
Donations and legacies	143,689	10,594	154,283	88,306	397	88,703
Income from charitable activities	2,491	0	2,491	2,698	0	2,698
Income from investments	1,378	0	1,378	1,360	0	1,360
Total Income	147,558	10,594	158,151	92,364	397	92,761
Expenditure						
Raising funds	1,017	0	1,017	2,018	0	2,018
Charitable activities	86,973	544	87,516	88,207	376	88,584
Total expenditure	87,990	544	88,533	90,226	376	90,602
Net Movement of funds	59,568	10,050	69,618	2,138	21	2,159
Net Movement of funds						
Balances brought forward at 1 Sept	37,372	5,914	43,286	22,474	18,653	41,127
				12,760	-12,760	0
Balances carried forward at 31 August	96,940	15,964	112,904	37,372	5,914	43,286

All the above results are derived from continuing activities

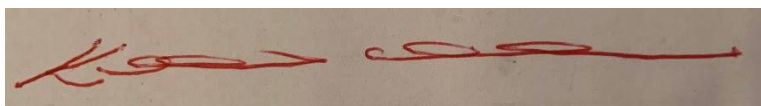
All gains and losses are recognised in the year and included above

Balance Sheet at 31 August 20245

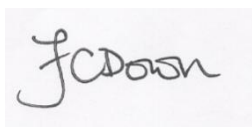
	2025 £	2024 £
Tangible Fixed Assets	0	0
Current Assets		
Debtors (see note 3)	3,269	258
Cash at bank and in hand	110,220	43,648
	<u>113,489</u>	<u>43,906</u>
Creditors: amounts falling due within one year (see note 4)	585	620
Net Current Assets	<u>112,904</u>	<u>43,286</u>
Creditors: amounts falling due after more than one year	0	
Total Net Assets	<u>112,904</u>	<u>43,286</u>
Unrestricted Income Funds	96,940	37,372
Restricted Income Funds (see note 8)	15,964	5,914
Total Accumulated Funds (see note 9)	<u>112,904</u>	<u>43,286</u>

These accounts were approved by the Trustees at their meeting on 28th April 2026 and signed on their behalf by:

Mr Kenneth MacRitchie (Chair)



Mrs Frances Down (Treasurer)



Dated 28th April 2026

Income and Expenditure account for the year ended August 2025

	All income funds 2025 £	All income funds 2024 £
Income		
Donations & Legacies		
<i>Individuals</i>		
Gift Aid donations	18,449	16,127
Non Gift Aid donations	115,990	62,630
	134,439	78,757
<i>Other</i>		
Churches	19,793	9,846
Grants & other organisations	50	100
	19,843	9,946
Total Donations & Legacies	154,283	88,703
Income from Charitable Activities	2,491	2,698
Interest & investment income	1,378	1,360
Gross Income in the year	158,151	92,761
Expenditure		
Raising Funds	1,017	2,018
Charitable Activities		
Staff Costs (see note 5)	81,522	82,816
Ministry Costs (see note 7)	2,344	1,943
Training & Travel costs (see note 7)	2,027	1,865
Other overheads (see note 7)	1,623	1,960
	87,516	88,584
Total Expenditure in the year	88,533	90,602
Net Income before tax for the year	69,618	2,159
Tax payable	0	0
Net Income after tax for the year	69,618	2,159

Statement of Cash Flows for the year ended 31 August 2025

Statement of Cash Flows	2025	2024
	£	£
Cash flows from operating activities		
Net cash provided by (used in) operating activities	<u>65,194</u>	<u>174</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	1,378	1,360
Purchase of property, plant and equipment	<u>0</u>	<u>0</u>
Net cash provided by (used in) investing activities	<u>1,378</u>	<u>1,360</u>
Change in cash and cash equivalents in the year	<u>66,572</u>	<u>1,534</u>
Cash and cash equivalents at the beginning of the year	43,648	42,114
Cash and cash equivalents at the end of the year	<u>110,220</u>	<u>43,648</u>

Reconciliation of net income / (expenditure) to net cash flow from operating activities	2025	2024
	£	£
Net income / (expenditure) for the year as per the Statement of Financial Activities	69,618	2,159
Adjustments for:		
Dividends, interest and rents from investments	-1,378	-1,360
(Increase) / decrease in debtors	-3,011	259
Increase / (decrease) in creditors	-35	-884
Net cash provided by (used in) operating activities	<u>65,194</u>	<u>174</u>

Notes on the Financial Statements for the year ended August 2025

1. Explanatory notes to the financial statements

Basis of preparation and assessment of going concern:

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

2. Accounting policies

a) Income

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

Voluntary Income:

Donations are recognised when received by the charity.

Income tax recoverable on Gift Aid donations is recognised when the donation is received.

Legacies: entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

b) 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.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Notes on the Financial Statements for the year ended August 2025

c) Fund accounting

General Funds (unrestricted) represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity.

Restricted Funds represent those funds to be used for specific purposes as requested by the donor.

The charity does not usually invest for each fund separately and interest is attributed to the General Fund.

d) Current assets

Amounts owing to the charity at 31 August 2025 in respect of gift aid recoverable or other income are shown as debtors less provision for amounts that may prove uncollectible.

e) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

f) Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

g) Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the charity.

h) Pensions

Contributions are made to a defined contribution scheme on behalf of the Schools Co-Directors and Administrator and are included in the accounts when payable.

Notes on the Financial Statements for the year ended August 2025

3. Debtors

	2025	2024
	£	£
HM Revenue & Customs re Gift Aid	1,625	258
Other debtor	1,644	0
Total	3,269	258

4. Creditors

	£	£
Pension creditor	585	620
Accruals	0	0
Total	585	620

The charity contributes 5% on behalf of its employees to an auto-enrolment compliant NEST pension scheme. Pension contributions owing to the pension scheme at 31 August 2025 were £585 (2024 - £620).

5. Staff Costs and Trustee Remuneration

	2025	2024
	£	£
Salaries	75,207	77,679
Employers NI	1,916	577
Pension	3,760	3,884
Payroll services	639	676
Total	81,522	82,816
Equivalent full time staff	2.26	2.35

During the year the charity employed 2 full time Schools Directors and a part time (0.35 FTE) administrator until June 2025. No employee's remuneration exceeded £60,000.

The Charity considers its key management personnel to comprise the Schools Directors and a volunteer Trustee, Moira Dorey.

The Schools Directors, who are key management personnel, received total remuneration of £68,780 (2024 - £68,877). No remuneration was paid to any of the volunteer Trustees and no expenses were reimbursed to any of the Trustees during the current or preceding year.

6. Related Party Transactions

The Charity received donations totalling £5,940 (2024: £5,460) from Trustees and connected parties during the year. No restrictions were imposed on the use of the donations which were made to the general fund.

Notes on the Financial Statements for the year ended August 2025

7. Resources Expended Detail

	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
Ministry Costs						
Schools work costs	1,036	0	1,036	655	290	946
Yr 6 Leaving gifts	0	544	544	0	86	86
Hospitality	293	0	293	316		316
Events run	253	0	253	203		203
Miscellaneous (inc DBS)	218	0	218	392		392
	1,800	544	2,344	1,567	376	1,943
Training & Travel Costs						
Training courses costs	1,079	0	1,079	802		802
Travel costs	949	0	949	1,062		1,062
	2,027	0	2,027	1,865	0	1,865
Other Overheads						
Mobile Phone	177	0	177	95		95
Office Costs	216	0	216	140		140
Computing	299	0	299	678		678
Fees & subscriptions	932	0	932	1,047		1,047
	1,623	0	1,623	1,960	0	1,960

Notes on the Financial Statements for the year ended August 2025

8. Restricted Income Funds

Year ended 31 August 2025	Brought forward at 1 Sept 2024	Income in- year	Expenditure in-year	Carried forward at 1 Sept 2025
	£	£	£	£
Fund restricted to :-				
Roadshow costs	132	0	0	132
Laptop Appeal	10	0	0	10
Yr 6 Leaving gifts	0	594	544	50
Benefact Trust	0	10,000		10,000
Chaplaincy TOA	5,772	0	0	5,772
Total Restricted Funds	5,914	10,594	544	15,964

Chaplaincy TOA represents donations made to OSC to further chaplaincy work at The Oxford Academy (TOA) and is being held to support the cost of chaplaincy-related events at TOA.

The Benefact Trust grant has been given to partially fund a new role based at TOA which will deliver mental health support to students at the school. This work had not begun at the end of the financial year.

9. Analysis of Net Assets by Fund

	Unrestricted Funds	Restricted Funds	Total Funds
Year ended 31 August 2025	2025	2025	2025
	£	£	£
Current Assets	97,526	15,964	113,489
Current Liabilities	-585	0	-585
At 31 August 2025	96,941	15,964	112,904

	Unrestricted Funds	Restricted Funds	Total Funds
Year ended 31 August 2024	2024	2024	2024
	£	£	£
Current Assets	37,992	5,914	43,906
Current Liabilities	-620	0	-620
At 31 August 2024	37,372	5,914	43,286

Accounts



Oxford Schools Chaplaincy

(A company limited by guarantee)

**Report and Financial Statements
For the period 1 September 2023 to 31st August 2024**

Registered Charity Number: 1140387
Company registration Number: 7448668

Objectives, Activities, Achievements and Performance

The purposes of the charity are, for the public benefit:

- to advance the Christian religion in particular, but not exclusively, in schools; and
- to relieve poverty, suffering and distress among children and young people.

These objectives have been pursued throughout the reporting year as follows:

Personnel

In August 2023 there was an addition to the staff team - Hemara Earl joined OSC as full-time Co-Director, Development. Her role has been to develop our work in sharing the Christian faith with students and staff across the City of Oxford and strengthen links with partner churches. This has released Paul Sparrey as full-time Co-Director, Wellbeing to focus on developing a programme of mentoring and mental health support. Jo Curtis is our part-time Office and Volunteers' Administrator, providing assistance and front-line support for Christian Unions and lessons in particular.

Christian Union's (CU's) in schools continued to be supported by OSC across the city, with good attendance from students, and support from Christian staff and OSC volunteers. A CU in the city's FE college was refreshed and re-envisioned. Parent/staff prayer groups and CU picnic events for young people and their parents were supported; CU school outreach events were delivered, as well as year six transition lessons to primary schools. Easter and Christmas lessons were provided to secondary schools as well as to an additional school, and a Forgiveness lesson was delivered to one school, and The Problem of Suffering lesson to a new school; mentoring and 'Listening Ear Support' was provided to many students, as well as mental health support sessions to small groups.

Further links have been forged with schools, and this has resulted in more lessons being delivered. We have again been blessed to see God provide just the right number of volunteers needed at just the right time required for lessons and for wellbeing sessions. New OSC volunteers have been recruited and OSC continues a good relationship with outside organisations such as Wycliffe Theological College, giving students experience in schools and benefitting from their training and expertise.

Other positive developments have been made in our working relationships with Festive, OCCA (Oxford Centre for Christian Apologetics), and Good News for Everyone (formerly Gideons) amongst others.

Throughout the year, our staff undertook various online and in person courses to ensure continuing professional development. In addition, the Co-Directors attended annual youth work conferences. The Co-Director, Wellbeing has termly supervision meetings with a school counsellor and networks with others in the Oxford area, as well as with STEP, based

in St. Albans. The Co-Director, Development has been growing connections with other Christian Schools Work ministries nationally to share resources and expertise.

The OSC team are supported by a leadership team of five trustees and one special advisor to OSC which meets every term. Meetings of the full trustee body are focussed more at a higher level of oversight. One trustee remains a line manager of the Co-Directors and being responsible for safeguarding issues; another trustee as pastoral care both to the employees and volunteers.

The OSC model is to leverage its activities by mobilising volunteers from local churches. Our Office and Volunteer's Administrator manages a pathway for volunteers who apply to work with OSC which provides an efficient system to ensure appropriate vetting and training both in relation to Safeguarding, Prevent, best practice in schools, lesson content and presentation. A supporter organises our weekly term-time OSC prayer meeting. It continues to remain our objective to grow OSC's activities by increasing the volunteer base, providing good quality training and preparation and supporting their Christian faith journey. We keep our supporters updated with newsletters and updates distributed via email on a regular basis.

Our Office and Volunteers' Administrator manages our policies and procedures, ensuring that these are kept up to date and that we are compliant. We take our safeguarding responsibilities very seriously and provide safeguarding training to all our volunteers who all undergo required checking. Our safeguarding trustee is Moira Dorey.

Prayer is a fundamental element of OSC. A weekly OSC prayer meeting has continued throughout the year with a small, committed group. Our annual Prayer for Schools Event had representatives of seven schools and twelve local churches. A further four community prayer groups have been established by the Co-Director, Development which have been meeting regularly. Staff prayer groups have also been formed, meeting in schools, and six schools' prayer meetings are now supported.

Relationships with Churches and Supporters

OSC seeks to partner with all churches in the Oxford area who share our vision. The Co-Director Development has made a number of church visits throughout the year to explain the work of OSC and encourage support. They have also been invited to attend the Love Oxford network meeting of local pastors to encourage local church support for the work of OSC. We were supported financially throughout the year by local churches and attracting volunteers and prayer support from many. In supporting Christian Unions in schools, OSC worked together throughout the year with youth workers from many local churches and partner charities. Our staff participate in the Oxford church youth workers' group, 'Soulnet' which is a venue for discussion, ideas, resources and prayer.

Premises

The Parish Church Council of St. Andrew's, North Oxford make available an office for OSC staff in their parish centre at Linton Road, Oxford at no cost. Other rooms in the Parish centre are used for a weekly prayer meeting and for other ad hoc meetings and training events.

Activities

OSC supports existing Christian Unions (CUs) at senior state schools in Oxfordshire. As well as starting a new CU at the City's FE College, this year we have also been supporting two CUs at the Cherwell School, one at Gosford Hill School, The Swan School and The Cheney School, established a new Sixth Form CU at The Oxford Academy, and provided peripheral support at Spires Academy, Matthew Arnold and Wheatley Park school.

The OSC approach to CUs is that these should ideally be led by the pupils with a school staff member prepared to be present with OSC volunteers/local church support/other Christian agencies to help run them. OSC provides continuity and active support and encouragement for CU leaders and members. This includes help to organise, set up/ provide support for developing termly programmes/ planning leadership succession and training/ teacher liaison/coordinating external support from church youth workers and volunteers/ seeking to resolve issues arising which may be detrimental to the future of CUs.

Our Co-Director, Development has attended weekly at four of the schools, with regular visits to the others; it is a priority to encourage and develop Bible centred CUs in which both committed Christian students and those exploring the faith can come together in a welcoming, well led (ideally student led, teacher supported) group in every school.

A Student Leadership Training Programme has been launched for the Sixth Formers who step forward to lead the CU's, bringing students together from across the city, equipping and encourage them to take a leadership role in their schools and beyond. The Student Leadership group has met three times this academic year, with attendance growing from an initial six students, reaching twenty-three young people at the most recent meeting.

A pattern of termly outreach events have been established in each school, in which the existing CU students are able to invite friends and classmates to hear an outside speaker present the gospel and take questions from visiting speakers. This year approximately five-hundred students have attended such events across the nine school sites.

OSC aims to develop good quality/curriculum friendly lessons on aspects of the Christian faith, presented by OSC staff and trained volunteers from local churches and to find opportunities to present these in secondary schools in Oxford. This year we delivered lessons at Christmas and Easter to The Oxford Academy (Forgiveness lessons also delivered at TOA), Gosford Hill School, Matthew Arnold School and The Cheney School, as well as two year group assemblies at Gosford Hill School. Year six transition lessons were delivered to five primary schools - John Henry Newman, Beckley, Garsington, St. Michael's, Wheatley Primary.

The Co-Director, Wellbeing continues to spend two days a week in two senior schools providing listening ear/mentoring support to individuals. With the support of OSC volunteers, seven Kintsugi Hope Youth Wellbeing courses have been delivered, with potential for offering this support to other schools.

Financial Review

Donations and legacies from individuals (£78,757) was greater than the previous year. Grant income (£100) was less. Income from churches was increased (£9,846) compared to the previous year. Total income for the year was £92,761 an increase of £43,561 on the previous year. Income is higher than the previous year as a result of a particularly generous donation from one individual. The increased income was received at the start of the financial year and allowed OSC to go ahead and appoint to the new director role. Staff costs were increased by £38,480 due to the new director post. Total expenditure for the year was £90,602.

Overall there was a surplus of income over expenditure for the year of £2,159 which was added to reserves. Total reserves at the year-end stood at £43,286 largely represented by cash at bank. Restricted funds now make up just 14% of the reserves compared to 45% last year. This is due to a reallocation of restricted funds after consultation with the donor for funds to the Oxford Academy which are now no longer needed.

Reserves Policy

The trustees regularly monitor OSC's finances and reserves. The trustees regard long term viability to be dependent on achieving a balance between regular expenditure and regular donations from individuals and churches/trusts. This is currently not the case and the reserves provide the shortfall. Ideally the trustees would like the level of the reserves to be able provide the shortfall for about 6 months. Currently the reserves of the general fund represent about 5 months expenditure.

OSC's strategy envisages an increase in personnel. If and when reserves would provide sufficient cushion for increased regular expenditure, the trustees would propose to increase staffing.

Structure, Governance and Management

Oxford Schools Chaplaincy is a company limited by guarantee. Its governing document comprises its Memorandum and Articles of Association. Trustees are elected by Members by simple majority or co-opted by existing Trustees for the remainder of the year in which they are co-opted. Trustees must be no less than 3 nor more than 12 in number. One third of Trustees (commencing with last to be appointed) must resign at each annual general meeting. Their names can be submitted for re-election.

Reference and Administrative Details

Name of Charity: Oxford Schools Chaplaincy (no other name used)

Charity Registration Number: 1140387

Company Registration Number: 7448668

Principal Office and Registered Office: St. Andrew's Church, Linton Road, Oxford
OX2 6UG

Names of Trustees (during reporting period)

Kenneth MacRitchie (Chair)

Frances Down (Treasurer)

Moira Dorey

Rev. Dan Heyward

Mandy Myatt

Special adviser to OSC - Rev. Charlie Kerr

Names of Directors on date of approval of report

Kenneth MacRitchie

Frances Down

Moira Dorey

Rev. Dan Heyward

Mandy Myatt

OSC holds no property other than office equipment of Schools Worker.

Exemptions from Disclosure : None Claimed

Funds held as Custodian Trustee on behalf of Others: None

Independent examiner's report on the accounts

Report to the trustees of Oxford Schools Chaplaincy (Registered Charity Number 1140387) on accounts for the period ended 31st August 2024 set out on pages 8 to 16 inclusive.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: A Maxfield



Date: 6 April 2025

Name: Ms Anne Maxfield

Relevant professional qualification: MA ACA

Address: 151 Windmill Road, Headington, OXFORD, OX3 7DW

Statement of Financial Activities 31 August 2024

	2024			2023		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
Income						
Donations and legacies	88,306	397	88,703	37,016	9,326	46,342
Income from charitable activities	2,698	0	2,698	2,444	0	2,444
Income from investments	1,360	0	1,360	414	0	414
Total Income	92,364	397	92,761	39,874	9,326	49,200
Expenditure						
Raising funds	2,018	0	2,018	13	0	13
Charitable activities	88,207	376	88,584	47,545	76	47,621
Total expenditure	90,226	376	90,602	47,557	76	47,633
Net Movement of funds	2,138	21	2,159	-7,683	9,250	1,567
Net Movement of funds						
Balances brought forward at 1 Sept	22,474	18,653	41,127	30,157	9,403	39,560
Transfer between funds	12,760	-12,760	0	0	0	0
Balances carried forward at 31 August	37,372	5,914	43,286	22,474	18,653	41,127

All the above results are derived from continuing activities

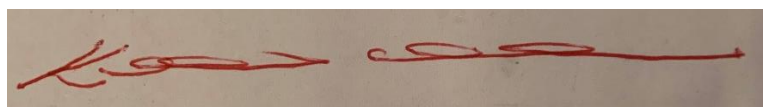
All gains and losses are recognised in the year and included above

Balance Sheet at 31 August 2024

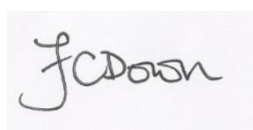
	2024 £	2023 £
Tangible Fixed Assets	0	0
Current Assets		
Debtors (see note 3)	258	517
Cash at bank and in hand	43,648	42,114
	<u>43,906</u>	<u>42,631</u>
Creditors: amounts falling due within one year (see note 4)	620	1,504
Net Current Assets	<u>43,286</u>	<u>41,127</u>
Creditors: amounts falling due after more than one year		0
Total Net Assets	<u><u>43,286</u></u>	<u><u>41,127</u></u>
 Unrestricted Income Funds	 37,372	 22,474
Restricted Income Funds (see note 8)	5,914	18,653
Total Accumulated Funds (see note 9)	<u><u>43,286</u></u>	<u><u>41,127</u></u>

These accounts were approved by the Trustees at their meeting on 29th April 2025 and signed on their behalf by:

Mr Kenneth MacRitchie (Chair)



Mrs Frances Down (Treasurer)



Dated 29th April 2025

Income and Expenditure account for the year ended August 2024

	All income funds 2024 £	All income funds 2023 £
Income		
Donations & Legacies		
<i>Individuals</i>		
Gift Aid donations	16,127	22,096
Non Gift Aid donations	<u>62,630</u>	<u>17,231</u>
	<u>78,757</u>	<u>39,328</u>
<i>Other</i>		
Churches	9,846	6,814
Grants & other organisations	<u>100</u>	<u>200</u>
	<u>9,946</u>	<u>7,014</u>
Total Donations & Legacies	<u>88,703</u>	<u>46,342</u>
Income from Charitable Activities	2,698	2,444
Interest & investment income	1,360	414
Gross Income in the year	<u>92,761</u>	<u>49,200</u>
Expenditure		
Raising Funds	2,018	13
Charitable Activities		
Staff Costs (see note 5)	82,816	44,336
Ministry Costs (see note 7)	1,943	1,127
Training & Travel costs (see note 7)	1,865	696
Other overheads (see note 7)	<u>1,960</u>	<u>1,461</u>
	<u>88,584</u>	<u>47,621</u>
Total Expenditure in the year	<u>90,602</u>	<u>47,633</u>
Net Income before tax for the year	<u>2,159</u>	<u>1,567</u>
Tax payable	0	0
Net Income after tax for the year	<u>2,159</u>	<u>1,567</u>

Statement of Cash Flows for the year ended 31 August 2024

Statement of Cash Flows	2024	2023
	£	£
Cash flows from operating activities		
Net cash provided by (used in) operating activities	<u>174</u>	<u>2,450</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	1,360	414
Purchase of property, plant and equipment	<u>0</u>	<u>0</u>
Net cash provided by (used in) investing activities	<u>1,360</u>	<u>414</u>
Change in cash and cash equivalents in the year	<u>1,534</u>	<u>2,864</u>
Cash and cash equivalents at the beginning of the year	42,114	39,250
Cash and cash equivalents at the end of the year	<u>43,648</u>	<u>42,114</u>

Reconciliation of net income to net cash flow from operating activities	2024	2023
	£	£
Net income for the year as per the Statement of Financial Activities	2,159	1,567
Adjustments for:		
Dividends, interest and rents from investments	-1,360	-414
(Increase) / decrease in debtors	259	1,260
Increase / (decrease) in creditors	-884	37
Net cash provided by (used in) operating activities	<u>174</u>	<u>2,450</u>

Notes on the Financial Statements for the year ended August 2024

1. Explanatory notes to the financial statements

Basis of preparation and assessment of going concern:

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

2. Accounting policies

a) Income

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

Voluntary Income:

Donations are recognised when received by the charity.

Income tax recoverable on Gift Aid donations is recognised when the donation is received.

Legacies: entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

b) 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.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Notes on the Financial Statements for the year ended August 2024

c) Fund accounting

General Funds (unrestricted) represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity.

Restricted Funds represent those funds to be used for specific purposes as requested by the donor.

The charity does not usually invest for each fund separately and interest is attributed to the General Fund.

d) Current assets

Amounts owing to the charity at 31 August 2024 in respect of gift aid recoverable or other income are shown as debtors less provision for amounts that may prove uncollectible.

e) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

f) Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

g) Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the charity.

h) Pensions

Contributions are made to a defined contribution scheme on behalf of the Schools Director and Administrator and are included in the accounts when payable.

Notes on the Financial Statements for the year ended August 2024

3. Debtors	2024	2023
	£	£
HM Revenue & Customs re Gift Aid	258	517
4. Creditors	£	£
Pension creditor	620	250
Accruals	0	1,254
Total	620	1,504

The charity contributes 5% on behalf of its employees to an auto-enrolment compliant NEST pension scheme. Pension contributions owing to the pension scheme at 31 August 2024 were £620 (2023 - £250).

5. Staff Costs and Trustee Remuneration	2024	2023
	£	£
Salaries	77,679	41,589
Employers NI	577	0
Pension	3884	1,979
Payroll services	676	565
Recruitment costs	0	203
Total	82,816	44,336
Equivalent full time staff	2.35	1.35

The Charity considers its key management personnel to comprise the Schools Directors and a volunteer trustee, Moira Dorey.

No member of staff was paid more than £60,000. No remuneration was paid to any of the volunteer Trustees and no expenses were reimbursed to any of the Trustees during the current or preceding year.

6. Related Party Transactions

The Charity received donations totalling £4,260 (2023: £3,665) from individuals serving as Trustees during the year. No restrictions were imposed on the use of the donations which were made to the general fund.

Notes on the Financial Statements for the year ended August 2024

7. Resources Expended Detail

	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Ministry Costs						
Schools work costs	655	290	946	362	0	362
Yr 6 Leaving gifts	0	86	86	0	38	38
Hospitality	316	0	316	215	0	215
Events run	203	0	203	296	0	296
Miscellaneous (inc DBS)	392	0	392	216	0	216
	1,567	376	1,943	1,089	38	1,127
Training & Travel Costs						
Training courses costs	802	0	802	129	0	129
Travel costs	1,062	0	1,062	567	0	567
	1,865	0	1,865	696	0	696
Other Overheads						
Mobile Phone	95	0	95	135	0	135
Office Costs	140	0	140	118	0	118
Computing	678	0	678	190	0	190
Fees & subscriptions	1,047	0	1,047	980	38	1,018
	1,960	0	1,960	1,423	38	1,461

Notes on the Financial Statements for the year ended August 2024

8. Restricted Income Funds

	Brought forward at 1 Sept 2023	Income in- year	Expenditure in-year	Transfers between funds	Carried forward at 31 Aug 2024
	£	£	£	£	£
Fund restricted to :-					
Roadshow costs	132	0	0		132
Laptop Appeal	10	0	0		10
Yr 6 Leaving gifts	0	346	-86	-260	0
Kintsugi	0	51	-51		0
Chaplaincy TOA	18,511	0	-239	-12,500	5,772
Total Restricted Funds	18,653	397	-376	-12,760	5,914

Chaplaincy TOA represents donations made to OSC to further its support for the Chaplaincy Team Leader employed by The Oxford Academy (TOA) with the support of the Oxford Diocese Development Fund. During the year TOA announced that the chaplain was leaving and that they would fund the post themselves with no contribution required from OSC. TOA have asked OSC to support events in the future and £6,000 donated by St Andrews church (less spend to date) remains restricted for chaplaincy work at TOA. However, the other donor to the restricted fund for TOA work has agreed that their donations in previous financial years (£12,500 in total) could be for the general use of the charity. The donor having released the restriction, £12,500 has been moved to the general fund.

9. Analysis of Net Assets by Fund

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Current Assets	37,992	5,914	43,906	42,631
Current Liabilities	-620	0	-620	-1,504
At 31 August 2024	37,372	5,914	43,286	41,127

Accounts



Oxford Schools Chaplaincy

(A company limited by guarantee)

**Report and Financial Statements
For the period 1 September 2021 to 31st August 2023**

Registered Charity Number: 1140387
Company registration Number: 7448668

Objectives, Activities, Achievements and Performance

The purposes of the charity are, for the public benefit:

- to advance the Christian religion in particular, but not exclusively, in schools; and
- to relieve poverty, suffering and distress among children and young people.

These objectives have been pursued throughout the reporting year as follows:

Personnel

Paul Sparrey has continued through the year as our full-time director, supported by Jo Curtis, our part-time Office and Volunteers' Administrator, who also provides assistance and front-line support for Christian Unions and lessons in particular. Kay Blackwell continues as full time Chaplain at The Oxford Academy and is partly sponsored by the charity.

Following the challenging times from the COVID pandemic and the impact to the work, the charity's activities have been focussed on the continuing and rebuilding on what OSC has provided before, as well as seeing new opportunities open up for work in schools. We continued to support CU's in schools across the city, seeing good attendance from students, as well as starting a new CU in the city's FE college. We continued to work with and support parent/staff prayer groups and CU picnic events for young people and their parents; delivering year six transition lessons in primary schools, delivering Easter and Christmas lessons to another school where the charity had not been able to access since the pandemic; increased provision of mentoring and 'Listening Ear Support' to more students, and offering additional mental health support sessions.

In respect to the development with lessons, whilst the volunteer base has been much smaller than pre-pandemic, there has been encouragement to see just the right amount of volunteer provision at just the right time in delivering school lessons, as well as support with CU's. We have also seen some growth with new OSC volunteers joining the team, in particular building a helpful relationship with Wycliffe Theological College, giving students there experience in schools and benefitting from their training and expertise.

Throughout the year, our staff undertook various online and in person courses to ensure continuing professional development. Our trustee who pastors the staff organised a one day retreat for them. Our director has termly supervision meetings with a school counsellor and networks with others in similar positions and continues to get advice and support from STEP in St. Albans.

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



The OSC team are supported by a leadership team of five trustees and one special advisor to OSC which meets every term. Meetings of the full trustee body are focussed more at a higher level of oversight. One trustee remains a line manager of the Director, with another trustee being responsible for safeguarding issues and another as pastor both to the employees and volunteers.

The OSC model is to leverage its activities by mobilising volunteers from local churches. Our volunteer administrator manages a pathway for volunteers who apply to work with OSC which provides an efficient system to ensure appropriate vetting and training both in relation to Safeguarding, Prevent, best practice in schools, lesson content and presentation. A supporter organises our weekly term-time OSC prayer meeting. It remains our objective to grow OSC's activities by increasing the volunteer base, providing good quality training and preparation and extending the representation across more Oxford churches. We keep our supporters updated with newsletters distributed three to four times a year.

Our administration assistant supports the director in producing policies and procedures, ensuring that these are kept up to date and that we are in compliance. We take our safeguarding responsibilities very seriously and, in some cases, go beyond legal requirements. We provide safeguarding training to all our volunteers who all undergo required checking. Our safeguarding trustee is Moira Dorey.

Prayer is a fundamental element of OSC. A weekly OSC prayer meeting has continued throughout the year with a small, committed group. More local parent and school staff prayer groups have been supported and new groups started, in praying for their schools.

Relationships with Churches and Supporters

OSC seeks to partner with all churches in the Oxford area who share our vision. Our director has made a number of church visits throughout the year to explain the work of OSC and encourage support. We were supported financially throughout the year by five churches and attract volunteers and prayer support from many other churches.

Our director is a member of the steering group at the City of Oxford College. In supporting Christian Unions in schools, OSC worked together throughout the year with youth workers from many local churches and partner charities. Our staff participate in the Oxford church youth workers' group, 'Soulnet' which is a venue for discussion, ideas, resources and prayer.

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



OSC is a member of the Evangelical Alliance. Our special advisor to OSC is the Schools Chaplaincy Adviser to the Diocese of Oxford which facilitates close cooperation, particularly in Church of England schools including The Oxford Academy.

Premises

The Parish Church Council of St. Andrew's, North Oxford make available an office for OSC staff in their parish centre at Linton Road, Oxford at no cost. Other rooms in the Parish centre are used for a weekly prayer meeting and for other ad hoc meetings and training events.

Activities

OSC supports existing Christian Unions (CUs) at senior state schools in Oxfordshire. The OSC approach to CUs is that these should ideally be owned by the pupils with a school staff member prepared to be present with OSC volunteers/local church support/other Christian agencies to help run them. OSC provides continuity and active support and encouragement for CU leaders and members. This includes help to organise, set up/ provide support for developing termly programmes/ mentoring and training of leaders/ planning leadership succession and training/ teacher liaison/coordinating external support from church youth workers and volunteers/ seeking to resolve issues arising which may be detrimental to the future of CUs.

This year OSC have been supporting two CUs at the Cherwell School and at The Oxford Academy, a CU at Gosford Hill School and at The Swan School.

OSC aims to develop good quality/ curriculum friendly lessons on aspects of the Christian faith, presented by trained volunteers from local churches and to find opportunities to present these in secondary schools in Oxford. This year we delivered lessons at Christmas and Easter to The Oxford Academy, two year group assemblies at Gosford Hill School at Christmas and Easter, and Year 6 transition lessons to five primary schools (two of which were new school openings for OSC).

Our director currently spends a day per week in two senior schools providing mentoring support to individuals. He has been delivering Kintsugi Hope Youth Wellbeing programmes and OSC has become a partner of this charity which produces materials to enable Christians to provide mentoring programmes to young people. This has created another exciting avenue by which OSC can offer volunteers in getting involved in schools' work.

Financial Review

Donations and legacies from individuals (£39,328) was greater than the previous year due to a £10,000 legacy. Grant income (£200) was identical. Income from churches was significantly reduced (£6814) compared to the previous year. A significant amount of the total income (£9326) was restricted giving to support the chaplain at The Oxford Academy. Total income for the year was £49,200 and increase of £12,423 on the previous year. Staff costs were increased by £4,000 due to inflation and the schools work back to pre-pandemic levels. Total expenditure for the year was £47,633. Overall there was a surplus of income over expenditure for the year of £1,567 which was added to reserves. Total reserves at the year-end stood at just over £41,000 largely represented by cash at bank. Restricted funds now make up 45% of the reserves.

Reserves Policy

The trustees regularly monitor OSC's finances and reserves. The trustees regard long term viability to be dependent on achieving a balance between regular expenditure and regular donations from individuals and churches/trusts. This is currently not the case and the reserves provide the shortfall. Ideally the trustees would like the level of the reserves to be able provide the shortfall for about 6 months. Currently the reserves of the general fund represent about 4 months expenditure.

Clarification about how much of the restricted funds are needed for The Oxford Academy Chaplain is currently being sort and any change to the restriction would be sought from the original donors.

OSC's strategy envisages significant increase in personnel. If and when reserves would provide sufficient cushion for increased regular expenditure, the trustees would propose to increase staffing.

Structure, Governance and Management

Oxford Schools Chaplaincy is a company limited by guarantee. Its governing document comprises its Memorandum and Articles of Association. Trustees are elected by Members by simple majority or co-opted by existing Trustees for the remainder of the year in which they are co-opted. Trustees must be no less than 3 nor more than 12 in number. One third of Trustees (commencing with last to be appointed) must resign at each annual general meeting. Their names can be submitted for re-election.

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Reference and Administrative Details

Name of Charity: Oxford Schools Chaplaincy (no other name used)

Charity Registration Number: 1140387

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Principal Office and Registered Office: St. Andrew's Church, Linton Road, Oxford
OX2 6UG

Names of Trustees (during reporting period)

Kenneth MacRitchie (Chair)

Frances Down (Treasurer)

Moira Dorey

Rev. Dan Heyward

Mandy Myatt

Special adviser to OSC - Rev. Charlie Kerr

Names of Directors on date of approval of report

Kenneth MacRitchie

Frances Down

Moira Dorey

Rev. Dan Heyward

Mandy Myatt

OSC holds no property other than office equipment of Schools Worker.

Exemptions from Disclosure : None Claimed

Funds held as Custodian Trustee on behalf of Others: None

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Independent examiner's report on the accounts

Report to the trustees of Oxford Schools Chaplaincy (Registered Charity Number 1140387) on accounts for the period ended 31st August 2023 set out on pages 8 to 16 inclusive.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: A Maxfield

Date: 12/05/2024

Name: Ms Anne Maxfield

Relevant professional qualification: MA ACA

Address: 151 Windmill Road, Headington, OXFORD, OX3 7DW

Statement of Financial Activities 31 August 2023

	2023			2022 (restated)		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Income						
Donations and legacies	37,016	9,326	46,342	27,389	9,353	36,742
Income from charitable activities	2,444	0	2,444	12	0	12
Income from investments	414	0	414	23	0	23
Total Income	39,874	9,326	49,200	27,424	9,353	36,777
Expenditure						
Raising funds	13	0	13	0	0	0
Charitable activities	47,545	76	47,621	44,098	100	44,198
Total expenditure	47,557	76	47,633	44,098	100	44,198
Net Movement of funds	-7,683	9,250	1,567	-16,674	9,253	-7,421
Balances brought forward at 1 Sept	30,157	9,403	39,560	46,831	150	46,980
Balances carried forward at 31 Aug	22,474	18,653	41,127	30,157	9,403	39,560

All the above results are derived from continuing activities
All gains and losses are recognised in the year and included above.

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Balance Sheet at 31 August 2023

	2023 £	2023 (restated) £
Tangible Fixed Assets	0	0
Current Assets		
Debtors (see note 3)	517	1,776
Cash at bank and in hand	42,114	39,250
	<u>42,631</u>	<u>41,027</u>
Creditors: amounts falling due within one year (see note 4)	1,504	1,467
Net Current Assets	<u>41,127</u>	<u>39,560</u>
Creditors: amounts falling due after more than one year	0	0
Total Net Assets	<u>41,127</u>	<u>39,560</u>
Unrestricted Income Funds	22,474	30,157
Restricted Income Funds (see note 8)	18,653	9,403
Total Accumulated Funds (see note 9)	<u>41,127</u>	<u>39,560</u>

These accounts were approved by the Trustees at their meeting on 8 May 2024
and signed on their behalf by:

Mr Kenneth MacRitchie (Chair)

Mrs Frances Down (Treasurer)

Dated 8/05/24

Statement of Cash Flows for the year ended 31 August 2023

Statement of Cash Flows	2023	2022
	£	£
Cash flows from operating activities		
Net cash provided by (+) / used in (-) operating activities	<u>2,450</u>	<u>-5,388</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	414	23
Purchase of property, plant and equipment		
Net cash provided by (+) / used in (-) investing activities	<u>414</u>	<u>23</u>
Change in cash and cash equivalents in the year	<u>2,864</u>	<u>-5,365</u>
Cash and cash equivalents at the beginning of the year	39,250	44,615
Cash and cash equivalents at the end of the year	<u>42,114</u>	<u>39,250</u>

Reconciliation of net income (+) / expenditure (-) to net cash flow from operating activities	2023	2022
	£	£
Net income (+) / expenditure (-) for the year as per the Statement of Financial Activities	1,567	-7,421
Adjustments for:		
Dividends, interest and rents from investments	-414	-23
(Increase) / decrease in debtors	1,260	2,068
Increase / (decrease) in creditors	37	-12
Net cash provided by (+) / used in (-) operating activities	<u>2,450</u>	<u>-5,388</u>

Income and Expenditure account for the year ended August 2023

	All income funds 2023	All income funds 2022
Income	£	£
Donations & Legacies		
Individuals Gift Aid donations	22,096	21,831
Individuals Non Gift Aid donations	17,231	4,416
Total Individuals	39,328	26,246
Churches	6,814	9,646
Grants & other organisations	200	850
Total Other	7,014	10,496
Total Donations & Legacies	46,342	36,742
Income from Charitable Activities	2,444	12
Interest & investment income	414	23
Gross Income for the year	49,200	36,777
Expenditure		
Raising Funds	13	0
Charitable Activities		
Staff Costs (see note 5)	44,336	40,313
Ministry Costs (see note 7)	1,127	883
Training & Travel costs (see note 7)	696	1,228
Other overheads (see note 7)	1,461	1,774
Total Expenditure in the year	47,621	44,198
Net Expenditure before tax for the year	1,567	-7,421
Tax payable	0	0
Net Expenditure after tax for the year	1,567	-7,421

Notes on the Financial Statements for the year ended August 2023

1. Explanatory notes to the financial statements

Basis of preparation and assessment of going concern:

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that the charity's current level of expenditure may not be sustainable on the basis of regular donations and that continuing operations is therefore reliant on uncertain one-off gifts during the next 12 months. The trustees have committed to reviewing the level of general fund reserves on a regular basis to ensure that the charity's reserves policy is being followed and that timely action will be taken to reduce regular expenditure commitments should the need arise. On this basis the accounts have been prepared on a going-concern basis.

2. Accounting policies

a) Income

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

Voluntary Income:

Donations are recognised when received by the charity.

Income tax recoverable on Gift Aid donations is recognised when the donation is received.

Legacies: entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

b) 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.

Grants and donations are accounted for when paid, or when awarded if that creates a binding obligation for the charity.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Notes on the Financial Statements for the year ended August 2022

c) Fund accounting

General Funds (unrestricted) represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity.

Restricted Funds represent those funds to be used for specific purposes as requested by the donor.

The charity does not usually invest for each fund separately and interest is attributed to the General Fund.

d) Current assets

Amounts owing to the charity at 31 August 2023 in respect of gift aid recoverable or other income are shown as debtors less provision for amounts that may prove uncollectible.

e) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

f) Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

g) Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the charity.

h) Pensions

Contributions are made to a defined contribution scheme on behalf of the Schools Director and Administrator and are included in the accounts when payable.

Notes on the Financial Statements for the year ended August 2023

3. Debtors	2023	2022
	£	£
HM Revenue & Customs re Gift Aid	517	1,776
4. Creditors	£	£
Pension creditor	250	217
Accruals	1,254	1,250
Total	1,504	1,467

The charity contributes 5% on behalf of its employees to an auto-enrolment compliant NEST pension scheme. Pension contributions owing to the pension scheme at 31 August 2023 were £250 (2022 - £217).

5. Staff Costs and Trustee Remuneration	2023	2022
	£	£
Salaries	41,589	37,869
Employers NI	0	0
Pension	1,979	1,893
Payroll services	565	551
Recruitment costs	203	0
Total	44,336	40,313
Equivalent full time staff	1.35	1.4

During the year the charity employed a full time Schools Director and a part time (0.35 FTE) administrator. No employee's remuneration exceeded £60,000. The Charity considers its key management personnel to comprise the Schools Director a volunteer trustee, Moira Dorey.

The Schools Director received total remuneration of £34,404 (2022 £31,008). No remuneration was paid to any of the volunteer Trustees and no expenses were reimbursed to any of the Trustees during the current or preceding year.

Notes on the Financial Statements for the year ended August 2023

6. Related Party Transactions

The Charity received donations totalling £3,665 (2022: £3,660) from individuals serving as Trustees during the year. No restrictions were imposed on the use of the donations which were made to the general fund. In addition a trustee gave £5,000 + GA (2022 £5,000 + GA) to the restricted fund for The Oxford Academy Chaplaincy initiative.

7. Resources Expended Detail

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2023	2023	2023	2022
	£	£	£	£
Ministry Costs				
Resources for Schools work	362	0	362	166
Laptops	0	0	0	0
Yr 6 Leaving Gifts	0	38	38	100
Hospitality	215	0	215	137
CU Consumables	296	0	296	325
Miscellaneous (inc DBS)	216	0	216	154
	1,089	38	1,127	883
Training & Travel Costs				
Training courses costs	129	0	129	787
Travel costs	567	0	567	441
	696	0	696	1,228
Other Overheads				
Mobile Phone	135	0	135	70
Office Costs	118	0	118	100
Computing	190	0	190	506
Fees & subscriptions	980	38	1,018	925
Miscellaneous	0	0	0	173
	1,423	38	1,461	1,774

Notes on the Financial Statements for the year ended August 2023

8. Restricted Income Funds

	Brought forward at 1 Sept 2022 (restated)	Income in- year	Expenditure in-year	Carried forward at 1 Sept 2022
Fund restricted to :-	£	£	£	£
Roadshow costs	132	0	0	132
Laptop Appeal	10	0	0	10
Yr 6 Leaving gifts	0	38	38	0
Kintsugi	0	38	38	0
Chaplaincy TOA	9,261	9,250	0	18,511
Total Restricted Funds	9,403	9,326	76	18,653

Chaplaincy TOA represents donations made to OSC to further its support for the Chaplaincy Team Leader employed by The Oxford Academy with the support of the Oxford Diocese Development Fund. The opening balance on the TOA restricted fund has been restated at £9,261 (previously £19,261) to correct an error which arose in the accounts to 31 August 2021. A donation received in the 2020/21 financial year was incorrectly classified as a restricted donation for Chaplaincy TOA. In fact the donor did not express any restriction on how the donation could be used and this £10,000 donation has now been reclassified as a general fund donation and opening reserves balances restated accordingly.

9. Analysis of Net Assets by Fund

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2023	2023	2023	2022
	£	£	£	£
Current Assets	23,978	18,653	42,631	41,027
Current Liabilities	-1,504	0	-1,504	-1,467
At 31 August 2023	22,474	18,653	41,127	39,560

Accounts



Oxford Schools Chaplaincy

(A company limited by guarantee)

**Report and Financial Statements
For the period 1 September 2021 to 31st August 2022**

Registered Charity Number: 1140387
Company registration Number: 7448668

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Objectives, Activities, Achievements and Performance

The purposes of the charity are, for the public benefit:

- to advance the Christian religion in particular, but not exclusively, in schools; and
- to relieve poverty, suffering and distress among children and young people.

These objectives have been pursued throughout the reporting year as follows:

Personnel

Paul Sparrey has continued through the year as our full-time director supported by Jo Curtis our part-time administrative assistant who also provides front line support for Christian Unions and lessons in particular. Kay Blackwell started as full time Chaplain at The Oxford Academy and is partly sponsored by the charity.

The charity's activities have continued to be seriously affected by the continuing COVID pandemic, particularly up to the end of 2021 with some Christmas lessons being cancelled. The pandemic has also resulted in a loss of connection with many volunteers and the challenge of getting OSC activities again scheduled into the programme of senior schools who have themselves many challenges in recovering their activities as the worst effects of the pandemic pass. Accordingly, this year has been focussed on rebuilding where we have sought to reengage with our volunteer and supporter base and with schools. There have been many encouraging signs and we look forward with confidence to the coming year.

Throughout the year, our staff undertook various online and in person courses to ensure continuing professional development. Our trustee who pastors the staff organised two away days for them. Our director has regular one to one meetings with a mentor and networks with others in similar positions in Marlborough School, Woodstock and continuing advice and support from STEP in St. Albans.

The OSC team are supported by a leadership team of 3 trustees which meets every term. Meetings of the full trustee body are focussed more at a higher level of oversight. One trustee remains a line manager of the Director, with another trustee being responsible for safeguarding issues and another as pastor both to the employees and volunteers.

The OSC model is to leverage its activities by mobilising volunteers from local churches. One of our volunteers leads an inter-church discipleship group for Year 6 girls. Our volunteer administrator manages a pathway for volunteers who apply to work with OSC which provides an efficient system to ensure appropriate vetting and training both in

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



relation to lesson content and presentation and safeguarding. A supporter organises our weekly term-time OSC prayer meeting. It remains our objective to grow OSC's activities by increasing the volunteer base, providing good quality training and preparation and extending the representation across more Oxford churches. We keep our supporters updated with newsletters distributed by e-mail and in hard copy three times a year.

Our admin assistant manages our policies and procedures, ensuring that these are kept up to date and that we are in compliance. We take our safeguarding responsibilities very seriously and, in some cases, go beyond legal requirements. We provide safeguarding training to all our volunteers who all undergo required checking. Our safeguarding trustee is Moira Dorey.

Prayer is a fundamental element of OSC. A weekly OSC prayer meeting has continued throughout the year with a small, committed group. Our annual Prayer for Schools Event had representatives of 10 schools and 10 local churches.

Relationships with Churches and Supporters

OSC seeks to partner with all churches in the Oxford area who share our vision. Our director has made a number of church visits throughout the year to explain the work of OSC and encourage support. We were supported financially throughout the year by 5 churches and attract volunteers and prayer support from many other churches.

Our director chairs the Kidlington churches steering group for schools in Kidlington and is a member of the steering group for chaplaincy at The Oxford Academy and City of Oxford College. In supporting Christian Unions in schools, OSC worked together throughout the year with youth workers from many local churches and partner charities. Our staff participate in the Oxford church youth workers' group, Soulnet which is a venue for discussion, ideas, resources and prayer.

A termly newsletter is sent to supporters keeping them connected with activities. OSC maintains contact with the Church of England diocesan RE advisor and contributes to the Education Advisory group at Christchurch, Oxford University. OSC is a member of the Evangelical Alliance. One of our trustees is the Schools Chaplaincy Adviser to the Diocese of Oxford which facilitates close cooperation, particularly in Church of England schools including The Oxford Academy.

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Premises

The Parish Church Council of St. Andrew's, North Oxford make available an office for OSC staff in their parish centre at Linton Road, Oxford at no cost. Other rooms in the Parish centre are used for a weekly prayer meeting and for other ad hoc meetings and training events. Other churches have provided their facilities for OSC events at no cost, including Woodstock Road Baptist Church and St. Ebbes. C. of E.

Activities

OSC supports existing Christian Unions (CUs) at senior state schools in Oxfordshire. The OSC approach to CUs is that these should ideally be owned by the pupils with a school staff member prepared to be present with OSC volunteers/local church support/other Christian agencies to help run them. OSC provides continuity and active support and encouragement for CU leaders and members. This includes help to organise, set up/ provide support for developing termly programmes/ mentoring and training of leaders/ planning leadership succession and training/ teacher liaison/coordinating external support from church youth workers and volunteers/ seeking to resolve issues arising which may be detrimental to the future of CUs.

This year OSC have been supporting 2 age group CUs at each of Cherwell and Oxford Academy and a CU at Gosford High. A new CU has been commenced at Swan and there are plans developing for restarting CU at Cheney.

OSC aims to develop good quality/ curriculum friendly lessons on aspects of the Christian faith, presented by trained volunteers from local churches and to find opportunities to present these in secondary schools in Oxford. This year our lesson activity was restricted to Christmas and Easter lessons at Oxford Academy and a series of 5 year group assemblies at Gosford Hill at Christmas and Easter.

Our director currently spends a day per week in two senior schools providing mentoring support to individuals and groups of students. He has completed the course to become a group leader of Kintsugi Hope programmes and OSC has become a partner of this charity which produces materials to enable Christians to provide mentoring programmes to young people. This is a very exciting development for OSC and we have hopes that this may expand to be another avenue which we can offer volunteers to become involved in schools' work.

Financial Review

Donations from individuals (£26,246) was decreased in 2021/2022 compared to the previous year. This includes £9,353 of restricted giving, not available for the day to day running of the charity. Grant income (£850) was slightly increased in 2020/21 compared to the previous year and income from churches was increased, but this did contain £3000 of restricted giving. Total income for the year was down nearly £5,700 from 2020/2021 at £36,777 in total.

Staff costs were decreased as post pandemic activities were still slow to get restarted. Expenditure costs increased compared to the previous year as activities resumed post pandemic. Total expenditure for the year was £44,198, slightly less than the previous year mainly due to lower staff costs.

Overall, there was a deficit for the year of £7,421, £4,638 greater deficit than the previous year. Total reserves at the year-end stood at £39,560, largely represented by cash at bank.

Reserves Policy

The trustees regularly monitor OSC's finances and reserves. The trustees regard long term viability to be dependent on achieving balance between regular expenditure and regular donations from individuals and churches/trusts. Until this is achieved, trustees propose to allow reserves to increase by receipt of one-off donations. OSC's strategy envisages significant increase in personnel. If, and when reserves would provide sufficient cushion for increased regular expenditure, the trustees would propose to increase staffing.

Structure, Governance and Management

Oxford Schools Chaplaincy is a company limited by guarantee. Its governing document comprises its Memorandum and Articles of Association. Trustees are elected by Members by simple majority or co-opted by existing Trustees for the remainder of the year in which they are co-opted. Trustees must be no less than 3 nor more than 12 in number. One third of Trustees (commencing with last to be appointed) must resign at each annual general meeting. Their names can be submitted for re-election.

Bishop Stephen, the Bishop of Oxford and Professor Ewan McKendrick, Professor of English Private Law, University of Oxford, are our patrons.

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Reference and Administrative Details

Name of Charity: Oxford Schools Chaplaincy (no other name used)

Charity Registration Number: 1140387

Company Registration Number: 7448668

Principal Office and Registered Office: St. Andrew's Church, Linton Road, Oxford
OX2 6UG

Names of Trustees (during reporting period)

Kenneth MacRitchie (Chair)

Frances Down (Treasurer)

Moira Dorey

Rev. Dan Heyward

Mandy Myatt

Rev. Charlie Kerr

Names of Directors on date of approval of report

Kenneth MacRitchie

Frances Down

Moira Dorey

OSC holds no property other than office equipment of Schools Worker.

Exemptions from Disclosure : None Claimed

Funds held as Custodian Trustee on behalf of Others: None

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Independent examiner's report on the accounts

Report to the trustees of Oxford Schools Chaplaincy (Registered Charity Number 1140387) on accounts for the period ended 31st August 2022 set out on pages 8 to 16 inclusive.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: A Maxfield

Date: 19/03/23

Name: Ms Anne Maxfield

Relevant professional qualification: MA ACA

Address: 151 Windmill Road, Headington, OXFORD, OX3 7DW

Statement of Financial Activities 31 August 2022

	2022			2021		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Income						
Donations and legacies	27,389	9,353	36,742	29,180	10,210	39,390
Income from charitable activities	12	0	12	0	0	0
Income from investments	23	0	23	3	8	11
Other: Corona Virus Job Retention Scheme	0	0	0	3,037	0	3,037
Total Income	27,424	9,353	36,777	32,220	10,218	42,438
Expenditure						
Raising funds	0	0	0	0	0	0
Charitable activities	44,098	100	44,198	45,021	200	45,221
Total expenditure	44,098	100	44,198	45,021	200	45,221
Net Movement of funds	-16,674	9,253	-7,421	-12,800	10,018	-2,783
Balances brought forward at 1 Sept	36,831	10,150	46,980	49,631	132	49,763
Balances carried forward at 31 Aug	20,157	19,403	39,560	36,831	10,150	46,980

All the above results are derived from continuing activities
All gains and losses are recognised in the year and included above.

Balance Sheet at 31 August 2022

	2022 £	2021 £
Tangible Fixed Assets	0	0
Current Assets		
Debtors (see note 3)	1,776	3,844
Cash at bank and in hand	39,250	44,615
	41,027	48,459
Creditors: amounts falling due within one year (see note 4)	1,467	1,479
Net Current Assets	39,560	46,980
Creditors: amounts falling due after more than one year	0	0
Total Net Assets	39,560	46,980
Unrestricted Income Funds	20,157	36,831
Restricted Income Funds (see note 8)	19,403	10,150
Total Accumulated Funds (see note 9)	39,560	46,980

These accounts were approved by the Trustees at their meeting on 27 April 2023 and signed on their behalf by:

Mr Kenneth MacRitchie (Chair)

Mrs Frances Down (Treasurer)

Dated 27/04/23



Statement of Cash Flows for the year ended 31 August 2022

Statement of Cash Flows	2022	2021
	£	£
Cash flows from operating activities		
Net cash provided by (+) / used in (-) operating activities	<u>-5,388</u>	<u>-6,109</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	23	11
Purchase of property, plant and equipment		
Net cash provided by (+) / used in (-) investing activities	<u>23</u>	<u>11</u>
Change in cash and cash equivalents in the year	<u>-5,365</u>	<u>-6,098</u>
 Cash and cash equivalents at the beginning of the year	 44,615	 50,713
Cash and cash equivalents at the end of the year	<u><u>39,250</u></u>	<u><u>44,615</u></u>
 Reconciliation of net income (+) / expenditure (-) to net cash flow from operating activities		
	2022	2021
	£	£
Net income (+) / expenditure (-) for the year as per the Statement of Financial Activities	-7,421	-2,783
Adjustments for:		
Dividends, interest and rents from investments	-23	-11
(Increase) / decrease in debtors	2,068	-3,320
Increase / (decrease) in creditors	-12	5
Net cash provided by (+) / used in (-) operating activities	<u><u>-5,388</u></u>	<u><u>-6,109</u></u>

Income and Expenditure account for the year ended August 2022

	All income funds 2022 £	All income funds 2021 £
Income		
Donations & Legacies		
Individuals Gift Aid donations	21,831	25,784
Individuals Non Gift Aid donations	4,416	6,760
Total Individuals	26,246	32,544
Churches	9,646	6,346
Grants & other organisations	850	500
Total Other	10,496	6,846
Total Donations & Legacies	36,742	39,390
Income from Charitable Activities	12	0
Corona Virus Job Retention Scheme	0	3,037
Interest & investment income	23	11
Gross Income for the year	36,777	42,438
Expenditure		
Raising Funds	0	0
Charitable Activities		
Staff Costs (see note 5)	40,313	42,697
Ministry Costs (see note 7)	883	902
Training & Travel costs (see note 7)	1,228	371
Other overheads (see note 7)	1,774	1,251
	44,198	45,221
Total Expenditure in the year	44,198	45,221
Net Expenditure before tax for the year	-7,421	-2,783
Tax payable	0	0
Net Expenditure after tax for the year	-7,421	-2,783

Notes on the Financial Statements for the year ended August 2022

1. Explanatory notes to the financial statements

Basis of preparation and assessment of going concern:

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

2. Accounting policies

a) Income

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

Voluntary Income:

Donations are recognised when received by the charity.

Income tax recoverable on Gift Aid donations is recognised when the donation is received.

Legacies: entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

b) 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.

Grants and donations are accounted for when paid, or when awarded if that creates a binding obligation for the charity.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Notes on the Financial Statements for the year ended August 2022

c) Fund accounting

General Funds (unrestricted) represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity.

Restricted Funds represent those funds to be used for specific purposes as requested by the donor.

The charity does not usually invest for each fund separately and interest is attributed to the General Fund.

d) Current assets

Amounts owing to the charity at 31 August 2022 in respect of gift aid recoverable or other income are shown as debtors less provision for amounts that may prove uncollectible.

e) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

f) Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

g) Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the charity.

h) Pensions

Contributions are made to a defined contribution scheme on behalf of the Schools Director and Administrator and are included in the accounts when payable.

Notes on the Financial Statements for the year ended August 2022

3. Debtors	2021	2021
	£	£
HM Revenue & Customs re Gift Aid	1,776	3,844
4. Creditors	£	£
Pension creditor	217	229
Accruals	1,250	1,250
Total	1,467	1,479

The charity contributes 5% on behalf of its employees to an auto-enrolment compliant NEST pension scheme. Pension contributions owing to the pension scheme at 31 August 2022 were £217 (2021 - £229).

5. Staff Costs and Trustee Remuneration	2022	2021
	£	£
Salaries	37,869	40,027
Employers NI	0	0
Pension	1,893	2,001
Payroll services	551	669
Recruitment costs	0	0
Total	40,313	42,697
Equivalent full time staff	1.4	1.5

During the year the charity employed a full time Schools Director and a part time (0.4 FTE) administrator. No employee's remuneration exceeded £60,000. The Charity considers its key management personnel to comprise the Schools Director and two volunteer trustees, Moira Dorey and Mandy Myatt.

The Schools Director received total remuneration of £31,008 (2021 £30,400). No remuneration was paid to any of the volunteer Trustees and no expenses were reimbursed to any of the Trustees during the current or preceding year.

Notes on the Financial Statements for the year ended August 2022

6. Related Party Transactions

The Charity received donations totalling £3,660 (2021: £3,660) from individuals serving as Trustees during the year. No restrictions were imposed on the use of the donations which were made to the general fund.

7. Resources Expended Detail

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2022	2022	2022	2021
	£	£	£	£
Ministry Costs				
Resources for Schools work	166	0	166	133
Laptops	0	0	0	200
Yr 6 Leaving Gifts	0	100	100	0
Hospitality	137	0	137	314
CU Consumables	325	0	325	102
Miscellaneous (inc DBS)	154	0	154	154
	783	100	883	902
Training & Travel Costs				
Training courses costs	787	0	787	170
Travel costs	441	0	441	201
	1,228	0	1,228	371
Other Overheads				
Mobile Phone	70	0	70	70
Office Costs	100	0	100	5
Computing	506	0	506	230
Fees & subscriptions	925	0	925	891
Miscellaneous	173	0	173	54
	1,774	0	1,774	1,251

Notes on the Financial Statements for the year ended August 2022

8. Restricted Income Funds

	Brought forward at 1 Sept 2021	Income in- year	Expenditure in-year	Carried forward at 1 Sept 2022
Fund restricted to :-	£	£	£	£
Roadshow costs	132	0	0	132
Laptop Appeal	10	0	0	10
Yr 6 Leaving gifts	0	100	100	0
Chaplaincy TOA	10,008	9,253	0	19,261
Total Restricted Funds	10,150	9,353	100	19,403

Chaplaincy TOA represents donations made to OSC to further its support for the Chaplaincy Team Leader employed by The Oxford Academy (TOA) with the support of the Diocese of Oxford Development Fund.

9. Analysis of Net Assets by Fund

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2022	2022	2022	2021
	£	£	£	£
Current Assets	21,623	19,403	41,027	48,459
Current Liabilities	-1,467	0	-1,467	-1,479
At 31 August 2022	20,156	19,403	39,560	46,980

Accounts



Oxford Schools Chaplaincy

(A company limited by guarantee)

**Report and Financial Statements
For the period 1 September 2020 to 31st August 2021**

Registered Charity Number: 1140387
Company registration Number: 7448668



Objectives, Activities, Achievements and Performance

The purposes of the charity are, for the public benefit:

- to advance the Christian religion in particular, but not exclusively, in schools; and
- to relieve poverty, suffering and distress among children and young people.

These objectives have been pursued throughout the reporting year as follows:

Personnel

Paul Sparrey has continued through the year as our full-time director supported by Jo Curtis our part-time administrative assistant. Jo is a former teacher at Gosford Hill School, and she has been very generous with her time and skills to provide increased front-line support when required. Jo was on part time Covid furlough February to March 2021. Despite the challenges of Covid, our team have succeeded in sustaining and adapting the work of the charity despite the severe restrictions of operating within schools during this time.

As part of his continuing professional development, Paul participated in the School Chaplaincy Training Programme, has regular one-to-one meetings with a mentor and networking with others in similar positions in Marlborough School, Woodstock and continuing advice and support from STEP in St. Albans.

OSC were approached by The Oxford Academy (TOA) who were seeking to appoint a full-time chaplain but needed financial support. OSC, through 3 of its supporters, were able to commit £15k per annum for the next 3 years to make this happen with funding coming also from the Oxford Diocese and TOA. This is an exciting new development which will enable the development of a permanent Christian witness within the school. Interviews took place in May / June and Rev. Kay Blackwell has been appointed to start at new academic year September 2021. We look forward to Kay joining the OSC team and to the increased opportunities this will provide for Christian witness in TOA.

The OSC team are supported by a leadership team of 4 trustees, led by Ian Fry, head of families' work at St. Ebbe's Church. This team meet every term and meetings of the full trustee body are focussed more at a higher level of oversight. One trustee remains a line manager of the Director, with another trustee being responsible for safeguarding issues and another as pastor both to the employees and volunteers.

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



The OSC model is to leverage its activities by mobilising volunteers from local churches. One of our volunteers leads an inter-church discipleship group for Year 6 girls. Our volunteer administrator manages a pathway for volunteers who apply to work with OSC which provides an efficient system to ensure appropriate vetting and training both in relation to lesson content and presentation and safeguarding. A supporter organises our weekly term-time OSC prayer meeting. It remains our objective to grow OSC's activities by increasing the volunteer base, providing good quality training and preparation and extending the representation across more Oxford churches. We keep our supporters updated with newsletters distributed by e-mail and in hard copy three times a year.

Our administrative assistant manages our policies and procedures, ensuring that these are kept up to date and that we are complying with regulations. These have needed considerable expansion to deal with the changes in our activities by expansion into online work and one to one counselling. We take our safeguarding responsibilities very seriously and, in some cases, go beyond legal requirements. We provide safeguarding training to all our volunteers who all undergo required checking. Our safeguarding trustee is Ian Fry.

Prayer is a fundamental element of OSC. A weekly OSC prayer meeting has continued throughout the year with 8-10 regular participants. A week of prayer for schools was convened in January 2020 and our annual Prayer for Schools Event was held online in May 2020 with around 38 participants.

Relationships with Churches and Supporters

OSC seeks to partner with all churches in the Oxford area who share our vision. Our director has made a number of church visits throughout the year to explain the work of OSC and encourage support. We were supported financially throughout the year by 5 churches and attract volunteers and prayer support from many other churches.

Our director chairs the Kidlington churches steering group for schools in Kidlington and is on a steering group for chaplaincy at The Oxford Academy. A video was prepared showcasing the pastoral/mentoring work being undertaken at Gosford Hill for showing at a Kidlington Churches Together meeting. In supporting Christian Unions in schools, OSC worked together throughout the year with youth workers from Kidlington Baptist, St. Aldate's, St. Clements, St. Ebbe's, St. Andrew's, Thrive and Viva network. Paul participates in the Oxford church youth workers' group, Soulnet which is a venue for discussion, ideas, resources, and prayer.

A termly newsletter is sent to supporters keeping them connected with activities. OSC maintains contact with the Church of England diocesan RE advisor and contributes to the Education Advisory group at Christchurch, Oxford University. OSC is a member of the

Oxford Schools Chaplaincy

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Evangelical Alliance. One of our trustees is the Schools Chaplaincy Adviser to the Diocese of Oxford which facilitates close cooperation, particularly in Church of England schools including The Oxford Academy.

Premises

The Parish Church Council of St. Andrew's, North Oxford make available an office for OSC staff in their parish centre at Linton Road, Oxford at no cost. Other rooms in the Parish centre are used for a weekly prayer meeting and for other ad hoc meetings and training events. Other churches have provided their facilities for OSC events at no cost, including Woodstock Road Baptist Church and St. Ebbes. C. of E. Throughout this year, most of our work has been undertaken from home online.

Activities

OSC supports existing Christian Unions (CUs) at senior state schools in Oxfordshire. The OSC approach to CUs is that these should ideally be owned by the pupils with a school staff member prepared to be present with OSC volunteers/local church support/other Christian agencies to help run them. OSC provides continuity and active support and encouragement for CU leaders and members. This includes help to organise, set up/ provide support for developing termly programmes/ mentoring and training of leaders/ planning leadership succession and training/ teacher liaison/coordinating external support from church youth workers and volunteers/ seeking to resolve issues arising which may be detrimental to the future of CUs.

OSC aims to develop good quality/curriculum friendly lessons on aspects of the Christian faith, presented by trained volunteers from local churches and to find opportunities to present these in secondary schools in Oxford.

The OSC model of leveraging resources with volunteers from local churches has continued to be severely restricted during the worst periods of the pandemic when schools maintained a policy of no visitors. The team have adapted by developing online materials including Christian Union resources, school assemblies and a Christmas video. A recording was prepared of Year6 transition lessons which was used by 3 primary schools. Our website and Facebook page have been regularly updated through the period. We have maintained very popular online Christian Unions for 2 schools. A Big Pancake Event was held in person in February with a talk and activities attended by over 25 students from 5 Oxford schools. An online Easter event was attended by over 20 young people from Cherwell, Gosford Hill, Cheney and Spires schools.

Oxford Schools Chaplaincy

Company number: 07448668

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To adapt to changed circumstances and in response to a perceived increasing need, our director offered his services to schools in a mentoring capacity for those pupils having particular difficulties, especially in the present times. This was partly designed to gain access to schools when visitors were restricted. This offer was positively received by all schools and Gosford Hill and Swan have acted on this. Paul has been providing one half day per week to each school, in the Swan school engaging with over 20 pupils. This has been greatly appreciated and the schools are requesting more. There is clearly a great need in this area which we would like to fill. However, it is very time consuming on our limited paid resources and we are therefore actively seeking a way of training volunteers to be able to offer schools this important assistance. Our team have enrolled on training provided by Kintsugi Hope which is a Christian resource focussing on mental health which can be tailored for school use. This is a very promising avenue for development of OSC going forward

Financial Review

Donations from individuals (£32,544) was slightly increased in 2020/2021 compared to the previous year, however this includes £10,000 of restricted giving, not available for the day to day running of the charity. Grant income (£500) and income from churches were both reduced in 2020/21 compared to the previous year. Income was supplemented by a claim of £3,037 under the government Corona Virus Job Retention Scheme in respect of staff furloughed during the pandemic. Total income for the year was down nearly £6,000 from 2019/2020 at £42,438 in total.

Staff costs were slightly increased because of no vacancies and some non-pay costs were lower as activities were curtailed by lockdowns. Total expenditure for the year was £45,221, just £500 lower than the previous year.

Overall, there was a deficit for the year of £2,783. Total reserves at the year-end stood at £46,980, largely represented by cash at bank.

Reserves Policy

The trustees regularly monitor OSC's finances and reserves. The trustees regard long term viability to be dependent on achieving balance between regular expenditure and regular donations from individuals and churches/trusts. Until this is achieved, trustees propose to allow reserves to increase by receipt of one-off donations. OSC's strategy envisages significant increase in personnel. If, and when reserves would provide sufficient cushion for increased regular expenditure, the trustees would propose to increase staffing.

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Structure, Governance and Management

Oxford Schools Chaplaincy is a company limited by guarantee. Its governing document comprises its Memorandum and Articles of Association. Trustees are elected by Members by simple majority or co-opted by existing Trustees for the remainder of the year in which they are co-opted. Trustees must be no less than 3 nor more than 12 in number. One third of Trustees (commencing with last to be appointed) must resign at each annual general meeting. Their names can be submitted for re-election.

Bishop Stephen, the Bishop of Oxford and Professor Ewan McKendrick, Professor of English Private Law, University of Oxford, are our patrons.

Reference and Administrative Details

Name of Charity: Oxford Schools Chaplaincy (no other name used)

Charity Registration Number: 1140387

Company Registration Number: 7448668

Principal Office and Registered Office: St. Andrew's Church, Linton Road, Oxford
OX2 6UG

Names of Trustees (during reporting period)

Kenneth MacRitchie (Chair)

Frances Down (Treasurer)

Moirra Dorey

Ian Fry

Rev. Dan Heyward

Mandy Myatt

Rev. Charlie Kerr

Names of Directors on date of approval of report

Kenneth MacRitchie

Frances Down

Moirra Dorey

OSC holds no property other than office equipment of Schools Worker.

Exemptions from Disclosure : None Claimed

Funds held as Custodian Trustee on behalf of Others: None

Oxford Schools Chaplaincy

Company number: 07448668

Registered Charity Number: 1140387



Independent examiner's report on the accounts

Report to the trustees of Oxford Schools Chaplaincy (Registered Charity Number 1140387) on accounts for the period ended 31st August 2021 set out on pages 8 to 16 inclusive.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: A Maxfield

Date: 13/02/22

Name: Ms Anne Maxfield

Relevant professional qualification: MA ACA

Address: 151 Windmill Road, Headington, OXFORD, OX3 7DW

Statement of Financial Activities 31 August 2021

	2021			2020		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
Income						
Donations and legacies	29,180	10,210	39,390	39,347	85	39,432
Income from charitable activities	0	0	0	2,040	0	2,040
Income from investments	3	8	11	47	0	47
Other: Corona Virus Job Retention Scheme	3,037	0	3,037	6,892	0	6,892
Total Income	32,220	10,218	42,438	48,326	85	48,411
Expenditure						
Raising funds	0	0	0	1,279	0	1,279
Charitable activities	45,021	200	45,221	44,348	85	44,433
Total expenditure	45,021	200	45,221	45,627	85	45,712
Net Movement of funds	-12,800	10,018	-2,783	-2699	0	-2699
Balances brought forward at 1 Sept	49,631	132	49,763	46,932	132	47,064
Balances carried forward at 31 Aug	36,831	10,150	46,980	49,631	132	49,763

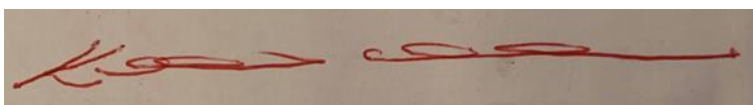
All the above results are derived from continuing activities
All gains and losses are recognised in the year and included above.

Balance Sheet at 31 August 2021

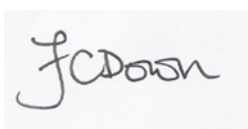
	2021 £	2020 £
Tangible Fixed Assets	0	0
Current Assets		
Debtors (see note 3)	3,844	524
Cash at bank and in hand	44,615	50,713
	48,459	51,237
Creditors: amounts falling due within one year (see note 4)	1,479	1,474
Net Current Assets	46,980	49,763
Creditors: amounts falling due after more than one year	0	0
Total Net Assets	46,980	49,763
Unrestricted Income Funds	49,631	46,932
Restricted Income Funds (see note 8)	132	132
Total Accumulated Funds (see note 9)	49,763	47,064

These accounts were approved by the Trustees at their meeting on 14 March 2022 and signed on their behalf by:

Mr Kenneth MacRitchie (Chair)



Mrs Frances Down (Treasurer)



Dated 14/03/22

Statement of Cash Flows for the year ended 31 August 2021

Statement of Cash Flows	2021	2020
	£	£
Cash flows from operating activities		
Net cash provided by (+) / used in (-) operating activities	<u>-6,109</u>	<u>4957</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	11	47
Purchase of property, plant and equipment		0
Net cash provided by (+) / used in (-) investing activities	<u>11</u>	<u>47</u>
Change in cash and cash equivalents in the year	<u>-6,098</u>	<u>5,004</u>
Cash and cash equivalents at the beginning of the year	50,713	45,709
Cash and cash equivalents at the end of the year	<u><u>44,615</u></u>	<u><u>50,713</u></u>

Reconciliation of net income (+) / expenditure (-) to net cash flow from operating activities	2021	2020
	£	£
Net income (+) / expenditure (-) for the year as per the Statement of Financial Activities	-2,783	3,699
Adjustments for:		
Dividends, interest and rents from investments	-11	-47
(Increase) / decrease in debtors	-3,320	1,075
Increase / (decrease) in creditors	5	1,230
Net cash provided by (+) / used in (-) operating activities	<u><u>-6,109</u></u>	<u><u>-353</u></u>

Income and Expenditure account for the year ended August 2021

	All income funds 2021 £	All income funds 2020 £
Income		
Donations & Legacies		
Individuals Gift Aid donations	25,784	17,109
Individuals Non Gift Aid donations	6,760	13,908
Total Individuals	32,544	31,016
Churches		7,766
Grants & other organisations	6,346	650
Total Other	500	8,416
Total Donations & Legacies	39,432	50,859
Income from Charitable Activities	0	2,040
Corona Virus Job Retention Scheme	3,037	6,892
Interest & investment income	11	47
Gross Income for the year	42,438	48,411
Expenditure		
Raising Funds	0	1,279
Charitable Activities		
Staff Costs (see note 5)	42,697	39,995
Ministry Costs (see note 7)	902	2,081
Training & Travel costs (see note 7)	371	857
Other overheads (see note 7)	1,251	1,500
	45,221	44,433
Total Expenditure in the year	45,222	45,712
Net Expenditure before tax for the year	-2783	2,699
Tax payable	0	0
Net Expenditure after tax for the year	-2783	2,699

Notes on the Financial Statements for the year ended August 2021

1. Explanatory notes to the financial statements

Basis of preparation and assessment of going concern:

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

2. Accounting policies

a) Income

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

Voluntary Income:

Donations are recognised when received by the charity.

Income tax recoverable on Gift Aid donations is recognised when the donation is received.

Legacies: entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

b) 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.

Grants and donations are accounted for when paid, or when awarded if that creates a binding obligation for the charity.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Notes on the Financial Statements for the year ended August 2021

c) Fund accounting

General Funds (unrestricted) represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity.

Restricted Funds represent those funds to be used for specific purposes as requested by the donor.

The charity does not usually invest for each fund separately and interest is attributed to the General Fund.

d) Current assets

Amounts owing to the charity at 31 August 2021 in respect of gift aid recoverable or other income are shown as debtors less provision for amounts that may prove uncollectible.

e) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

f) Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

g) Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the charity.

h) Pensions

Contributions are made to a defined contribution scheme on behalf of the Schools Director and Administrator and are included in the accounts when payable.

Notes on the Financial Statements for the year ended August 2021

3. Debtors	2021	2020
	£	£
HM Revenue & Customs re Gift Aid	3,844	524
4. Creditors	£	£
Pension creditor	229	224
Accruals	1,250	1,250
Total	1,475	1,474

The charity contributes 5% on behalf of its employees to an auto-enrolment compliant NEST pension scheme. Pension contributions owing to the pension scheme at 31 August 2021 were £229 (2020 - £224).

5. Staff Costs and Trustee Remuneration	2021	2020
	£	£
Salaries	40,027	37,238
Employers NI	0	0
Pension	2,001	1,853
Payroll services	669	660
Recruitment costs	0	244
Total	42,697	39,995
Equivalent full time staff	1.5	1.5

During the year the charity employed a full time Schools Director and a part time (0.5 FTE) administrator. No employee's remuneration exceeded £60,000. The Charity considers its key management personnel to comprise the Schools Director and a small leadership team made up of trustees.

The Schools Director received total remuneration of £30,400 (2020 £24,000). No remuneration was paid to any of the volunteer Trustees and no expenses were reimbursed to any of the Trustees during the current or preceding year.

Notes on the Financial Statements for the year ended August 2021

6. Related Party Transactions

The Charity received donations totalling £3,660 (2020: £3,660) from individuals serving as Trustees during the year. No restrictions were imposed on the use of the donations which were made to the general fund.

7. Resources Expended Detail

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2021	2021	2021	2020
	£	£	£	£
Ministry Costs				
Resources for Schools work	133	0	133	1,229
Laptops	0	200	200	0
Hospitality	314	0	314	470
CU Consumables	102	0	102	159
Miscellaneous (inc DBS)	154	0	154	222
	702	200	902	2,081
Training & Travel Costs				
Training courses costs	170	0	170	35
Travel costs	201	0	201	822
	371	0	371	857
Other Overheads				
Mobile Phone	70	0	70	160
Office Costs	5	0	5	69
Computing	230	0	230	291
Fees & subscriptions	891	0	891	851
Miscellaneous	54	0	54	130
	1,251	0	1,251	1,500

8. Restricted Income Funds

	Brought forward at 1 Sept 2020	Income in- year	Expenditure in-year	Carried forward at 1 Sept 2021
	£	£	£	£
Fund restricted to :-				
Roadshow costs	132	0	0	132
Laptop Appeal	0	210	200	10
Chaplain The Oxford Academy	0	10,008	0	10,008
Total Restricted Funds	132	10,218	200	10,150

Notes on the Financial Statements for the year ended August 2021

9. Analysis of Net Assets by Fund

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2020	2021	2021	2020
	£	£	£	£
Current Assets	38,309	10,150	51,237	51,237
Current Liabilities	-1,479	0	-1,474	-1,474
At 31 August 2021	36,830	10,150	49,763	49,763

Accounts



Oxford Schools Chaplaincy

(A company limited by guarantee)

Report and Financial Statements
For the period 1 September 2019 to 31st August 2020

Registered Charity Number: 1140387
Company registration Number: 7448668



Objectives, Activities, Achievements and Performance

The purposes of the charity are, for the public benefit:

- to advance the Christian religion in particular, but not exclusively, in schools; and
- to relieve poverty, suffering and distress among children and young people.

These objectives have been pursued throughout the reporting year as follows:

Personnel

Samantha Cragg, who had been our full- time Director of Schools Work for over 3.5 years, moved on with our best wishes and appreciation for her service at the end of October 2019. As one of her last tasks, she managed a widely advertised recruitment programme for her successor, culminating in interviews in September of a very impressive shortlist of applicants. Paul Sparrey was appointed our new Director and commenced full time with us in January 2020. Paul is very experienced having been involved in Christian youth work for over 16 years. Before joining us, he was Christian schools' worker in Reading. He lives in Wallingford and is married with 3 young children. Jo Curtis, joined OSC as our part-time administrative assistant at the beginning of September. Jo is a former teacher at Gosford Hill School and we are delighted to have someone of her experience to take on this important role. There has continued to be significant progress in our work both in quality and quantity.

At the beginning of 2020, we undertook a full review of our governance and strategy led by an external facilitator, Will Treasure, a Trustee of a 'sister' organisation St. Albans and Harpenden Christian Education Project ('STEP'). Will had been instrumental in establishing this charity and overseeing its growth. One of the key results of this exercise was to establish a smaller group of trustees as a leadership team with the mandate of maintaining close contact with the Director especially in the early months of his joining. This team meet every term and meetings of the full trustee body are now less frequent and focussed more at a higher level of oversight. One trustee remains a line manager of the Director, with another trustee being responsible for safeguarding issues. A new appointment was made for one trustee to act as pastor both to the employees and volunteers. Informal advisory support continues to be provided to the Director on an as requested basis by the Director of STEP.

The OSC model is to leverage its activities by mobilising volunteers from local churches. A volunteer leads, an inter-church discipleship group for Year 6 girls Our volunteer administrator manages a pathway for volunteers who apply to work with OSC which provides an efficient system to ensure appropriate vetting and training both in relation to

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Registered Charity Number: 1140387



lesson content and presentation and safeguarding. A supporter organises our weekly term-time OSC prayer meeting. It remains our objective to grow OSC's activities by increasing the volunteer base, providing good quality training and preparation and extending the representation across more Oxford churches. We keep our supporters updated with newsletters distributed by e-mail and in hard copy three times a year.

OSC seeks to work with local churches and other Christian groups involved in schools work. In supporting already established Christian Unions and setting up new ones, OSC has worked together with youth workers from Kidlington Baptist Church, St. Aldate's, St. Clements, St. Ebbe's, St. Andrew's and Viva network. OSC has also provided opportunities for students from the Oxford Centre for Christian Apologetics and Wycliffe Hall to present in schools. OSC used its convening capabilities to bring together the churches in Kidlington to form a steering group to serve Gosford Hill School and feeder primaries in a better and more joined up way.

OSC maintains contact with the Church of England diocesan RE advisor and contributes to the Education Advisory group at Christchurch, Oxford University. OSC is a member of the Evangelical Alliance. One of our trustees is the Schools Chaplaincy Adviser to the Diocese of Oxford which facilitates close cooperation, particularly in Church of England schools including The Oxford Academy.

Premises

The Parish Church Council of St. Andrew's, North Oxford make available an office for OSC staff in their parish centre at Linton Road, Oxford at no cost. Other rooms in the Parish centre are used for a weekly prayer meeting and for other ad hoc meetings and training events. Other churches have provided their facilities for OSC events at no cost, including Woodstock Road Baptist Church and St. Ebbes C.of E.

Activities

OSC supports existing Christian Unions (CUs) at senior state schools in Oxfordshire. The OSC approach to CUs is that these should ideally be owned by the pupils with a school staff member prepared to be present with OSC volunteers/local church support/other Christian agencies to help run them. OSC provides continuity and active support and encouragement for CU leaders and members. This includes help to organise, set up/ provide support for developing termly programmes/ mentoring and training of leaders/ planning leadership succession and training/ teacher liaison/coordinating external support from church youth workers and volunteers/ seeking to resolve issues arising which may be detrimental to the future of CUs.

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OSC aims to develop good quality/ curriculum friendly lessons on aspects of the Christian faith, presented by trained volunteers from local churches and to find opportunities to present these in secondary schools in Oxford.

OSC's traditional activities were severely restricted by the onset of the COVID pandemic. Schools were no longer open to visits from external groups or volunteers. In this scenario, we sought to identify different ways that we could be effective. We recognised the increased need for counselling support for pupils given the increased mental health issues which the virus had caused. Therefore, our director offered schools support from OSC in this area which were badly needed. Gosford Hill and The Swan school both engaged our Director to assist with pupil mentoring which enabled OSC to remain active in schools even during lockdown. The Director convened a chaplaincy steering group for The Oxford Academy. OSC developed our online offerings including weekly bible readings for Christian Union members to share, on-line CU for Cherwell School and on-line assemblies for The Oxford Academy.

Regrettably the trustees took the decision to place staff on furlough from 3rd April. Staff returned to work on 8th June and remained until the end of term at the beginning of July. OSC recognises the importance of prayer for teachers and pupils and for all the activities of OSC. A weekly term-time prayer meeting for OSC and its activities is held at OSC's offices with an average of 8 regular attenders from 6 city churches. This prayer meeting continued on-line during the pandemic. OSC assists in encouraging regular prayer meetings focused on different schools. An annual Pray for Oxford Schools event was held on-line where 10 churches were represented.

Financial Review

Donations from individuals (£31,016) and grant income (£650) were both reduced in 2019/20 compared to the previous year. However income from churches was maintained at around £8,000. Income was supplemented by a claim of £6,892 under the government Corona Virus Job Retention Scheme in respect of staff furloughed during the pandemic. Hence total income for the year was down just £4,500 at £48,411 in total. Staff costs were reduced as a result of vacancies and some non-pay costs were lower as activities were curtailed by lockdowns. Total expenditure for the year was £45,712. Overall there was a surplus of income over expenditure for the year of £2,299 which was added to reserves. Total reserves at the year-end stood at just under £50,000, largely represented by cash at bank.

Reserves Policy

The trustees regularly monitor OSC's finances and reserves. The trustees regard long term viability to be dependent on achieving balance between regular expenditure and regular donations from individuals and churches/trusts. Until this is achieved, trustees propose to allow reserves to increase by receipt of one-off donations. OSC's strategy envisages

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significant increase in personnel. If, and when reserves would provide sufficient cushion for increased regular expenditure, the trustees would propose to increase staffing.

Structure, Governance and Management

Oxford Schools Chaplaincy is a company limited by guarantee. Its governing document comprises its Memorandum and Articles of Association. Trustees are elected by Members by simple majority or co-opted by existing Trustees for the remainder of the year in which they are co-opted. Trustees must be no less than 3 nor more than 12 in number. One third of Trustees (commencing with last to be appointed) must resign at each annual general meeting. Their names can be submitted for re-election.

Bishop Stephen, the Bishop of Oxford and Professor Ewan McKendrick, Professor of English Private Law, University of Oxford, are our patrons.

Reference and Administrative Details

Name of Charity: Oxford Schools Chaplaincy (no other name used)

Charity Registration Number: 1140387

Company Registration Number: 7448668

Principal Office and Registered Office: St. Andrew's Church, Linton Road, Oxford
OX2 6UG

Names of Trustees (during reporting period and on approval of report)

Kenneth MacRitchie (Chair)

Frances Down (Treasurer)

Moirra Dorey

Ian Fry

Rev. Dan Heyward

Mandy Myatt

Rev. Charlie Kerr

Names of Directors on date of approval of report

Kenneth MacRitchie

Frances Down

Moirra Dorey

OSC holds no property other than office equipment of Schools Worker.

Exemptions from Disclosure : None Claimed

Funds held as Custodian Trustee on behalf of Others: None



Independent examiner's report on the accounts

Report to the trustees of Oxford Schools Chaplaincy (Registered Charity Number 1140387) on accounts for the period ended 31st August 2020 set out on pages 7 to 15 inclusive.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: A Maxfield

A handwritten signature in blue ink, reading 'Anne Maxfield', is written over a light blue horizontal line.

Date: 7/11/21

Name: Ms Anne Maxfield

Relevant professional qualification: MA ACA

Address: 151 Windmill Road, Headington, OXFORD, OX3 7DW



Statement of Financial Activities 31 August 2020

	2020			2019		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
Income						
Donations and legacies	39,347	85	39,432	49,359	1,500	50,859
Income from charitable activities	2,040	0	2,040	2,056	0	2,056
Income from investments	47	0	47	43	0	43
Other: Corona Virus Job Retention Scheme	6,892	0	6,892	0	0	0
Total Income	48,326	85	48,411	51,458	1,500	52,958
Expenditure						
Raising funds	1,279	0	1,279	4,255	0	4,255
Charitable activities	44,348	85	44,433	48,169	1,500	49,669
Total expenditure	45,627	85	45,712	52,424	1,500	53,924
Net Movement of funds	-2699	0	-2699	-966	0	-966
Balances brought forward at 1 Sept	46,932	132	47,064	47,898	132	48,030
Balances carried forward at 31 Aug	49,631	132	49,763	46,932	132	47,064

All the above results are derived from continuing activities
All gains and losses are recognised in the year and included above.



Balance Sheet at 31 August 2020

	2020	2019
	£	£
Tangible Fixed Assets	0	0
Current Assets		
Debtors (see note 3)	524	1,599
Cash at bank and in hand	50,713	45,709
	51,237	47,308
Creditors: amounts falling due within one year (see note 4)	1,474	243
Net Current Assets	49,763	47,064
Creditors: amounts falling due after more than one year	0	0
Total Net Assets	49,763	47,064
Unrestricted Income Funds	49,631	46,932
Restricted Income Funds (see note 8)	132	132
Total Accumulated Funds (see note 9)	49,763	47,064

These accounts were approved by the Trustees at their meeting on 15 November 2021 and signed on their behalf by:

Mr Kenneth MacRitchie (Chair)

Mrs Frances Down (Treasurer)

Dated 15/11/21



Statement of Cash Flows for the year ended 31 August 2020

Statement of Cash Flows	2020	2019
	£	£
Cash flows from operating activities		
Net cash provided by (+) / used in (-) operating activities	<u>4,957</u>	<u>-353</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	47	43
Purchase of property, plant and equipment		0
Net cash provided by (+) / used in (-) investing activities	<u>47</u>	<u>43</u>
Change in cash and cash equivalents in the year	<u>5,004</u>	<u>-310</u>
Cash and cash equivalents at the beginning of the year	45,709	46,019
Cash and cash equivalents at the end of the year	<u>50,713</u>	<u>45,709</u>
Reconciliation of net income (+) / expenditure (-) to net cash flow from operating activities		
	2020	2019
	£	£
Net income (+) / expenditure (-) for the year as per the Statement of Financial Activities	2,699	-966
Adjustments for:		
Dividends, interest and rents from investments	-47	-43
(Increase) / decrease in debtors	1,075	682
Increase / (decrease) in creditors	1,230	-27
Net cash provided by (+) / used in (-) operating activities	<u>4,957</u>	<u>-353</u>



Income and Expenditure account for the year ended August 2020

	All income funds 2020 £	All income funds 2019 £
Income		
Donations & Legacies		
Individuals Gift Aid donations	17,109	19,638
Individuals Non Gift Aid donations	13,908	16,790
Total Individuals	31,016	36,428
Churches	7,766	8,331
Grants & other organisations	650	6,100
Total Other	8,416	14,431
Total Donations & Legacies	39,432	50,859
Income from Charitable Activities	2,040	2,056
Corona Virus Job Retention Scheme	6,892	0
Interest & investment income	47	43
Gross Income for the year	48,411	52,958
Expenditure		
Raising Funds	1,279	4,255
Charitable Activities		
Staff Costs (see note 5)	39,995	43,026
Ministry Costs (see note 7)	2,081	3,522
Training & Travel costs (see note 7)	857	703
Other overheads (see note 7)	1,500	2,418
	44,433	49,669
Total Expenditure in the year	45,712	53,924
Net Expenditure before tax for the year	2,699	-966
Tax payable	0	0
Net Expenditure after tax for the year	2,699	-966



Notes on the Financial Statements for the year ended August 2020

1. Explanatory notes to the financial statements

Basis of preparation and assessment of going concern:

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

2. Accounting policies

a) Income

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

Voluntary Income:

Donations are recognised when received by the charity.

Income tax recoverable on Gift Aid donations is recognised when the donation is received.

Legacies: entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

b) 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.

Grants and donations are accounted for when paid, or when awarded if that creates a binding obligation for the charity.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.



Notes on the Financial Statements for the year ended August 2020

c) Fund accounting

General Funds (unrestricted) represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity.

Restricted Funds represent those funds to be used for specific purposes as requested by the donor.

The charity does not usually invest for each fund separately and interest is attributed to the General Fund.

d) Current assets

Amounts owing to the charity at 31 August 2020 in respect of gift aid recoverable or other income are shown as debtors less provision for amounts that may prove uncollectible.

e) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

f) Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

g) Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the charity.

h) Pensions

Contributions are made to a defined contribution scheme on behalf of the Schools Director and Administrator and are included in the accounts when payable.



Notes on the Financial Statements for the year ended August 2020

3. Debtors	2020	2019
	£	£
HM Revenue & Customs re Gift Aid	524	1,599
4. Creditors	£	£
Pension creditor	224	243
Accruals	1,250	0
Total	1,474	243

The charity contributes 5% on behalf of its employees to an auto-enrolment compliant NEST pension scheme. Pension contributions owing to the pension scheme at 31 August 2020 were £224 (2019 - £243).

5. Staff Costs and Trustee Remuneration	2020	2019
	£	£
Salaries	37,238	40,344
Employers NI	0	175
Pension	1,853	1,756
Payroll services	660	616
Recruitment costs	244	135
Total	39,995	43,026
Equivalent full time staff	1.5	1.7

During the year, the charity employed a full time Schools Director who left in Oct 2019 and was replaced by another full time Director in Jan 2020. They also had a part-time administrator who left in Jan 202 and a second part time (0.5 FTE) administrator. No employee's remuneration exceeded £60,000.

The Charity considers its key management personnel to comprise the Schools Director and a small leadership team made up of trustees.

The Schools Director received total remuneration of £24,000 (2019 £28,940 pa). No remuneration was paid to any of the volunteer Trustees and no expenses were reimbursed to any of the Trustees during the current or preceding year.



Notes on the Financial Statements for the year ended August 2020

6. Related Party Transactions

The Charity received donations totalling £3,660 (2019: £3,480) from individuals serving as Trustees during the year. No restrictions were imposed on the use of the donations which were made to the general fund.

7. Resources Expended Detail

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2020	2020	2020	2019
	£	£	£	£
Ministry Costs				
Resources for Schools work	1,229	0	1,229	157
Hospitality	470	0	470	645
CU Consumables	159	0	159	187
Roadshow costs	0	0	0	0
Website costs	0	0	0	2,388
Miscellaneous (inc DBS)	222	0	222	145
	2,081	0	2,081	3,522
Training & Travel Costs				
Training courses costs	35	0	35	374
Travel costs	822	0	822	329
	857	0	857	703
Other Overheads				
Mobile Phone	160	0	160	0
Office Costs	69	0	69	89
Computing	291	0	291	1,290
Fees & subscriptions	851	0	851	857
Miscellaneous	45	85	130	182
	1,415	85	1,500	2,418

8. Restricted Income Funds

	Brought forward at 1 Sept 2019	Income in-year	Expenditure in-year	Carried forward at 1 Sept 2020
	£	£	£	£
Fund restricted to :-				
Roadshow costs	132			132
Staff leaving gifts	0	85	85	0
Total Restricted Funds	132	85	85	132



Notes on the Financial Statements for the year ended August 2020

9. Analysis of Net Assets by Fund

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2020	2020	2020	2019
	£	£	£	£
Current Assets	51,105	132	51,237	47,308
Current Liabilities	-1,474	0	-1,474	-243
At 31 August 2020	49,631	132	49,763	47,064