

**THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST**

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

**Charity No: 1144395**

# **THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST**

## **REPORT AND ACCOUNTS**

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# **THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST**

## **TRUSTEES' REPORT (Cont/d)**

### **FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

The Trustees present their report and accounts for the year ended 31<sup>st</sup> March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Trust Deed and applicable law.

#### **OUR PURPOSE AND ACTIVITIES**

The Trust was formed to advance the education of people with autism and / or language, communication or interaction difficulties, particularly those currently or previously attending or supported by Phoenix School.

It also aims to support international work with link organisations working with people with autism and communication difficulties.

#### **Grant making policy**

Grants are awarded after submission of applications to the trust. Applications are assessed establish whether they fall within the charity's objectives and the Trustees review applications that meet their requirements in terms of the benefit given. There were no grants awarded this financial year.

#### **ACHIEVEMENTS AND PERFORMANCE**

##### **Teacher Training Programme**

The Trust administers the Trainee Teacher Bursary in conjunction with Phoenix School and London East Teacher Training Alliance (LETTA).

Five trainees completed their training programme in July 2020 and two subsequently went on to be employed by Phoenix School. The other three trainees secured employment in other schools working with children with autism.

A further four trainees were taken on for September 2020 and set to complete their programme by July 2021. The outbreak of Covid-19 at the beginning of 2020 and the subsequent national lockdown affected the delivery of face-to-face lessons for trainees, however disruption was minimised through the use of online learning platforms. Phoenix School remained open during the lockdown and trainees were able to continue in their placements during this time.

##### **Model school in Sylhet, Bangladesh**

'Phoenix Sylhet' is a model special school in Sylhet, Bangladesh opened in September 2019 in partnership with Apasen UK and its sister organisation Apasen International. The project involved: the redevelopment of a building to provide suitable classroom space including the outdoor play area; recruitment and appointment of teachers and teaching assistants; and their subsequent training and development.

Prior to the opening of Phoenix Sylhet, a number of volunteers from Phoenix School, went out to Bangladesh during Summer 2019. This included three qualified and experienced teachers alongside a speech and language therapist from Phoenix School to support the training and development of staff in Sylhet. This was supplemented by a number of visits by the Executive Head Teacher and Associate Head Teacher from Phoenix School before and after the opening of the school. The school has had a successful start with a motivated and enthusiastic team of staff. The staff continue to improve their knowledge and experience of working with children with autism, with regular comprehensive online training and support from Phoenix School.

National lockdown in Bangladesh due to Covid-19 has led to a closure of the school. It is unclear when school settings will re-open in Bangladesh. However, staff are liaising with parents to enable learning to continue at home. The Trust has not been able to send out staff from the UK to support the school in Sylhet. However, there have been regular online interactions to enable the school to grow and develop.

# **THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST**

## **TRUSTEES' REPORT (Cont/d)**

### **FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

#### **Public benefit statement**

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity' (PD2). The achievements and activities above demonstrate the public benefit arising through the charity's activities.

#### **FINANCIAL REVIEW**

The Trust is in a very healthy financial state. The Trustees can be very satisfied with the Trust's financial position, with total cash balance amounting (at the year end) to £193,007 (2020 - £185,832).

#### **RESERVES POLICY**

It is the policy of the Trustees to maintain reserves at a sufficient level to enable activities in the medium term. Reserves are at a level to guarantee the continuation of activities despite any unexpected shortfalls in income. The Trust has set aside some of its reserves for the operating costs of Phoenix Sylhet. The Trust has committed to fund a further £15,000 in 2021/22 and £15,000 in 2022/23.

With expected reductions in education funding, the Trust will explore how it can use some of its reserves to develop and maintain out of school activities for students attending Phoenix School and support the school with any other activities that it may be able to fund. The Trust will review this on an on going basis.

#### **PLANS FOR FUTURE PERIODS**

##### **Teacher Training Programme 2021/22**

The current four trainees are due to complete their teacher training programme for 2020/21. A further four trainees have been recruited to start in September 2021. It is expected that the training programme will continue with lessons expected to continue on online platforms and meetings taking place virtually.

##### **International programme: Model School in Sylhet, Bangladesh**

It is uncertain when current restrictions on educational settings in Bangladesh will be relaxed, allowing schools to re-open. However, staff will continue to offer advice, support and learning resources remotely to children and their families.

The Trust, along with Apasen International, has committed to fund this programme for three years and will seek to find a sustainable funding model to enable the school to continue in the long term.

##### **Saturday Project - Youth Club**

The Trust is looking to develop, in partnership with Phoenix School, a Saturday youth club provision for young people with autism. The Saturday Project will encourage young people to develop their social and life skills whilst improving their wellbeing through participating in activities in the local community. Activities include cooking, physical activities and off-site trips.

The Trust has been awarded a grant from the John Laing Charitable Trust for two years and it is expected that the programme will start in September 2021, subject to restrictions around Covid-19. Twenty-four young people have registered for the programme.

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## TRUSTEES' REPORT (Cont/d)

### FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The Trust was formed through the establishment of a Trust Deed dated 3<sup>rd</sup> March 2010 and amended on 2<sup>nd</sup> December 2014 and 22<sup>nd</sup> March 2016. It was registered as a charity on 21<sup>st</sup> October 2011 under charity number 1144395.

##### Organisation

The Board of Trustees administers the charity. The Board meets quarterly to review the affairs of the charity and to consider grant applications which are only paid to a beneficiary upon the approval of the Board.

The Trust supports Phoenix School's work with the local community and follows the school's financial management protocols.

##### Appointment of Trustees

There are currently four Trustees, all of whom are either part of the local community or a member of staff or a governor of the Phoenix School.

#### REFERENCE AND ADMINISTRATIVE DETAILS

**Charity Number:** 1144395

**Trustees** Derek Stride  
Stewart Harris MBE – Chair  
Lorraine Wright  
Jonathon Caunt

**Principal Office:** Phoenix School, 49 Bow Road, London E3 2AD

**Independent Examiner:** Mr David Terry  
Ramon Lee Ltd, 93 Tabernacle Street, London EC2A 4BA

**Bankers:** NatWest Plc, Stratford Broadway Branch,  
Ground Floor, Gredley House, 1-11 Broadway, London E15 4BQ

# **THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST**

## **TRUSTEES' REPORT (Cont/d)**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

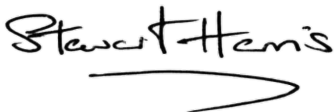
The charity Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

### **APPROVAL**

This report was approved by the Board and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Stewart Harris', with a long horizontal flourish underneath.

**STEWART HARRIS MBE (CHAIR)  
TRUSTEE**

**21<sup>st</sup> April 2022**

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> March 2021, which are set out on pages 7 to 10.

This report is made solely to the charity's Trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my Independent Examination, for this report, or for the opinions I have formed.

## **Responsibilities and basis of report**

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

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

## **Independent Examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records.

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



**D TERRY – Chartered Accountant  
RAMON LEE LTD  
93 TABERNACLE STREET  
LONDON EC2A 4BA**

**21<sup>st</sup> April 2022**

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
<b>RECEIPTS</b>				
Grant - Phoenix School	-	45,000	45,000	57,000
Grant - Clifford Chance Foundation	-	-	-	2,077
Grant - Saturday Youth Club	-	10,000	10,000	-
Rental income	13,015	-	13,015	25,110
Donations	2,030	-	2,030	5,934
Investment income	269	-	269	522
<b>TOTAL RECEIPTS</b>	<b>15,313</b>	<b>55,000</b>	<b>70,313</b>	<b>90,643</b>
<b>PAYMENTS</b>				
Charitable activities:				
Donation	500	-	500	-
Bursaries	-	46,200	46,200	52,000
Grant funded activity (Note 2)	15,000	-	15,000	20,000
Learning resources	-	-	-	1,382
Playground Development	-	-	-	2,077
Travelling expense	-	-	-	13,649
Administration and support costs	478	-	478	1,476
Governance costs	960	-	960	1,920
<b>TOTAL PAYMENTS</b>	<b>16,938</b>	<b>46,200</b>	<b>63,138</b>	<b>92,504</b>
<b>NET OF RECEIPTS / (PAYMENTS)</b>	<b>(1,624)</b>	<b>8,800</b>	<b>7,176</b>	<b>(1,862)</b>
<b>CASH FUNDS LAST YEAR END</b>	<b>170,831</b>	<b>15,000</b>	<b>185,831</b>	<b>187,693</b>
<b>CASH FUNDS THIS YEAR END</b>	<b>169,207</b>	<b>23,800</b>	<b>193,007</b>	<b>185,831</b>

The notes on pages 9 to 10 form part of these accounts.



**THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST**

**STATEMENT OF ASSETS AND LIABILITIES**

**AS AT 31<sup>st</sup> MARCH 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
<b>CASH FUNDS</b>					
Bank current account	<b>3</b>	169,207	23,800	193,007	185,831
<b>TOTAL CASH FUNDS</b>		<u>169,207</u>	<u>23,800</u>	<u>193,007</u>	<u>185,831</u>

Approved by the Trustees on 21<sup>st</sup> April 2022 and signed on their behalf by:



.....  
**STEWART HARRIS MBE (CHAIR)**

The notes on pages 9 to 10 form part of these accounts.

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

### 1. ACCOUNTING POLICIES

- 1.1 The receipts and payment accounts have been drawn up as a summary of the receipts and payments made during the year by the charity. Amounts are included as received by the charity or as cheques are drawn. The accounts and statements do not include accruals and prepayments in respect of income and expenses.

The receipts and payments accounts and statements of assets and liabilities have been prepared following the guidance for accounting for smaller charities issued by the Charity Commission.

- 1.2 Investments are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

### 2. ANALYSIS OF GRANTS

#### Grants Paid

#### EDUCATION

Apasen International

	2021 £	2020 £
	15,000	20,000
	<u>15,000</u>	<u>20,000</u>

### 3. MOVEMENT IN FUNDS

	Balance as at 01.04.20 £	Income £	Expenditure £	Transfers £	Balance as at 31.03.21 £
<b>Restricted funds</b>					
Phoenix School	15,000	45,000	46,200	-	13,800
Saturday Youth Club	-	10,000	-	-	10,000
<b>Total restricted funds</b>	<u>15,000</u>	<u>55,000</u>	<u>46,200</u>	<u>-</u>	<u>23,800</u>
<b>Unrestricted funds</b>					
General funds	170,831	15,313	16,938	-	169,207
<b>Total unrestricted funds</b>	<u>170,831</u>	<u>15,313</u>	<u>16,938</u>	<u>-</u>	<u>169,207</u>
<b>Total funds</b>	<u>185,831</u>	<u>70,313</u>	<u>63,138</u>	<u>-</u>	<u>193,007</u>

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

### 3. MOVEMENT IN FUNDS (continued)

#### Movement in funds – previous year

	Balance as at 01.04.19 £	Income £	Expenditure £	Transfers £	Balance as at 31.03.20 £
<b>Restricted funds</b>					
Phoenix School	10,000	57,000	52,000	-	15,000
Clifford Chance Foundation	-	2,077	2,077	-	-
<b>Total restricted funds</b>	<u>10,000</u>	<u>59,077</u>	<u>54,077</u>	<u>-</u>	<u>15,000</u>
<b>Unrestricted funds</b>					
General funds	177,693	31,566	38,427	-	170,831
<b>Total unrestricted funds</b>	<u>177,693</u>	<u>31,566</u>	<u>38,427</u>	<u>-</u>	<u>170,831</u>
<b>Total funds</b>	<u>187,693</u>	<u>90,643</u>	<u>92,504</u>	<u>-</u>	<u>185,831</u>

#### Description, nature and purpose of restricted funds:

**Phoenix School** – grant provided to pay for the bursary scheme for trainee teachers.

**Saturday Youth Club** – grant provided for a Saturday youth club for young people with autism. The Saturday Project will encourage young people to develop their social and life skills whilst improving their wellbeing through participating in activities in the local community. Activities include cooking, physical activities and off-site trips.

**Clifford Chance Foundation** – grant provided to make improvements to play area for Phoenix Sylhet.

### 4. RELATED PARTY TRANSACTIONS

During the year, a restricted grant of £45,000 (2020 – £57,000) was received from Phoenix School where Stewart Harris, Lorraine Wright and Jonathon Caunt are governors.

None of the Trustees received any remuneration during the year.

There were no other related party transactions for the period ended 31<sup>st</sup> March 2021.