

**THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST**

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

**Charity No: 1144395**

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

## **REPORT AND ACCOUNTS**

### **CONTENTS**

	<b>Page</b>
<b>Trustees' Report</b>	<b>2 - 5</b>
<b>Independent Examiner's Report</b>	<b>6</b>
<b>Statement of Receipts and Payments</b>	<b>7</b>
<b>Statement of Assets and Liabilities</b>	<b>8</b>
<b>Notes to the Accounts</b>	<b>9 - 11</b>

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

## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 MARCH 2023**

The Trustees present their report and accounts of the Charity for the year ended 31 March 2023.

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, the Charities Act 2011 and guidance issued by the Charity Commission.

#### **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 / or language, communication or interaction difficulties.

#### **Grant making policy**

Grants are awarded after submission of applications to the Trust. Applications are assessed to establish whether they are in the Charity's objectives and the Trustees review applications that meet their requirements in terms of the benefit given. Grants have been paid during the year of £16,912 (2022– £18,685).

#### **ACHIEVEMENTS AND PERFORMANCE**

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

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

Three trainees completed the programme in July 2022 and two subsequently went on to be employed by Phoenix School in September 2022.

A further five trainees were taken on from September 2022 and are set to complete their programme by July 2023. Four have been offered teaching positions at Phoenix School.

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

Phoenix Sylhet is a model special school in Bangladesh opened in September 2019 in partnership with Apasen UK and its sister organisation Apasen International. The project involved the development of the 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.

During the past year there has been one visit from the Phoenix School to Phoenix Sylhet in Bangladesh along with online training and management taking place. This is largely managed by the Executive Headteacher at Phoenix School.

The Executive Headteacher along with a registered PSACT volunteer visited the school in February 2023. During their stay they were able to provide training to both teaching and administrative staff.

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

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

### **FOR THE YEAR ENDED 31 MARCH 2023**

#### **Public benefit statement**

In shaping our objectives for the year and planning our activities, 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 although the reserves have dropped by around £14k this year. The Trustees can be very satisfied with the Trust's financial position with a total cash balance amounting (at the year end 31 March 2023) to £189,209 (2022 - £203,786)

#### **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 set at the level required 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 is committed to fund a further £18,685 in 23/24 and a similar figure in 24/25.

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

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

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

The current five trainees are due to complete their teacher training programme for 2022/23. A further three trainees have been recruited by the school to start in September 2023.

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

The Trust along with Apasen International has committed to fund this programme for a further two years and the Trust will support Apasen International in its efforts to find a sustainable funding model to enable the school to continue long term.

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

The Trust has supported the development of a Saturday Youth Club provision for young people with autism. The project encourages young people to develop their social and life skills whilst improving their well-being through participation in activities within the local community. Activities include cooking and art activities, off-site visits and residential trips.

The project has been awarded grants from the John Laing charitable trust over a two-year period from September 2021. It has also been awarded a grant from Clifford Chance Global Foundation of £6,000.

##### **Phoenix School Enrichment Programme**

The Trust awarded a grant to Phoenix School to support enrichment activities at the school. The grant will support the delivery of the Art festival, a programme for science week and other activities delivered by the Creative Arts Team.

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## TRUSTEES' REPORT (Cont/d)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 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 Trustees meet termly to review the affairs of the charity and to consider grant applications which are only paid to a beneficiary upon the approval of the Trustees.

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. Any new Trustee must have some connection with either the local community or the school.

#### REFERENCE AND ADMINISTRATIVE DETAILS

**Charity Number:** 1144395

**Trustees** Stewart Harris MBE – Chair  
Lorraine Wright  
Jonathon Caunt  
Veronica Armson (appointed on 26 January 2023)

**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 MARCH 2023**

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

The Charity Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### **APPROVAL**

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

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

**STEWART HARRIS MBE (CHAIR)  
TRUSTEE**

**24 January 2024**

# **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 March 2023, 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**

**24 January 2024**

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## RECEIPTS AND PAYMENTS ACCOUNT

### FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b><u>Receipts</u></b>					
Grants and donations	2	194	61,807	62,001	67,750
Rental income		19,065	-	19,065	7,497
Investment income		452	-	452	17
<b>Total Receipts</b>		<b>19,711</b>	<b>61,807</b>	<b>81,518</b>	<b>75,264</b>
<b><u>Payments</u></b>					
Charitable activities:					
Donations		10,435	-	10,435	-
Bursaries		-	47,000	47,000	45,800
Grant funded activity	3	18,896	17,424	36,320	18,685
Governance costs	4	2,340	-	2,340	-
<b>Total Payments</b>		<b>31,671</b>	<b>64,424</b>	<b>96,095</b>	<b>64,485</b>
<b>Net of Receipts/(Payments)</b>		<b>(11,960)</b>	<b>(2,617)</b>	<b>(14,577)</b>	<b>10,779</b>
<b>Cash Funds Last Year End</b>		<b>158,786</b>	<b>45,000</b>	<b>203,786</b>	<b>193,007</b>
<b>Cash Funds This Year End</b>		<b>146,826</b>	<b>42,383</b>	<b>189,209</b>	<b>203,786</b>

The notes on pages 9 to 11 form part of these accounts



# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b><u>Cash Funds</u></b>					
Cash & Bank	3	146,826	42,383	189,209	203,786
<b>Total Cash Funds</b>		<u>146,826</u>	<u>42,383</u>	<u>189,209</u>	<u>203,786</u>

Approved by the Trustees on 24 January 2024 and signed on their behalf by:



.....  
STEWART HARRIS MBE (CHAIR)

The notes on pages 9 to 11 form part of these accounts.

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2023

#### 1. ACCOUNTING POLICIES

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.

#### 2. GRANTS AND DONATIONS

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b><u>Grants and Donations</u></b>				
<b>Trainee Teacher - Bursary Scheme</b>				
Phoenix School	-	50,000	50,000	42,000
<b>Saturday Youth Club</b>				
DFN Charitable Ltd	-	-	-	20,000
John Laing Charity	-	-	-	5,000
Clifford Chance Global Foundation	-	6,000	6,000	-
<b>Sylhet donations</b>	-	5,807	5,807	-
<b>Other donations</b>	194	-	194	750
	<u>194</u>	<u>61,807</u>	<u>62,001</u>	<u>67,750</u>

Donations income in 2022 totalling £67,750 was attributed to unrestricted funds of £750 and restricted funds of £67,000.

#### 3. ANALYSIS OF GRANTS

	2023 £	2022 £
<b><u>Grants paid</u></b>		
Apasen International	15,000	15,000
University College London	1,912	3,685
	<u>16,912</u>	<u>18,685</u>
<b><u>Other charitable expenses</u></b>		
Phoenix Sylhet School expenditure	7,791	-
Saturday Youth Club Resources	11,617	-
	<u>19,408</u>	<u>-</u>
	<u>36,320</u>	<u>18,685</u>

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

### 3. GOVERNANCE COST

	2023 £	2022 £
<b><u>Governance Costs</u></b>		
Independent examiner's fees	2,340	-
	<u>2,340</u>	<u>-</u>

### 4. MOVEMENT IN FUNDS

	Balance as at 01.04.22 £	Income £	Expenditure £	Balance as at 31.03.23 £
<b>Restricted funds</b>				
Phoenix School	10,000	50,000	47,000	13,000
Saturday Youth Club	35,000	6,000	11,617	29,383
Sylhet Donations	-	5,807	5,807	-
<b>Total restricted funds</b>	<u>45,000</u>	<u>61,807</u>	<u>64,424</u>	<u>42,383</u>
<b>Unrestricted funds</b>				
General funds	158,786	19,711	31,671	146,826
<b>Total unrestricted funds</b>	<u>158,786</u>	<u>19,711</u>	<u>31,671</u>	<u>146,826</u>
<b>Total funds</b>	<u>203,786</u>	<u>81,518</u>	<u>96,095</u>	<u>189,209</u>

# THE PHOENIX SCHOOL FOR AUTISM CHARITABLE TRUST

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2023

#### 4. MOVEMENT IN FUNDS (Continued)

##### Movement in funds – previous year

	Balance as at 01.04.21 £	Income £	Expenditure £	Balance as at 31.03.22 £
<b>Restricted funds</b>				
Phoenix School	13,800	42,000	45,800	10,000
Saturday Youth Club	10,000	25,000	-	35,000
<b>Total restricted funds</b>	<u>23,800</u>	<u>67,000</u>	<u>45,800</u>	<u>45,000</u>
<b>Unrestricted funds</b>				
General funds	169,207	8,264	18,685	158,786
<b>Total unrestricted funds</b>	<u>169,207</u>	<u>8,264</u>	<u>18,685</u>	<u>158,786</u>
<b>Total funds</b>	<u>193,007</u>	<u>75,264</u>	<u>64,485</u>	<u>203,786</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 encourages 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, off-site and residential trips.

**Sylhet Donations** – The Charity raised funds to provide curriculum resources and building improvement work for Phoenix School Sylhet.

#### 5. RELATED PARTY TRANSACTIONS

During the year, a restricted grant of £50,000 (2022 – £42,000) was received from Phoenix School where Veronica Armson, Lorraine Wright and Jonathon Caunt are governors.

None of the Trustees received any remuneration during the year (2022 – Nil).

There were no other related party transactions for the year ended 31 March 2023.