

# **Positive Behaviour Support for Learning CIO**

## **Annual Report and Financial Statements**

31 December 2020



Charity Commission for England and Wales  
Registration Number 1186125

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## Reference and administrative information

### ***Trustees***

David Haswell (from 4 Nov 2019)  
Fauzan Palekar (from 4 Nov 2019)  
Nick Barratt (from 4 Nov 2019)  
Saima Ali Majid (from 4 Nov 2019)  
Mandy Williams (from 26 Sep 2020)  
Dr. Ciarra Padden (from 26 Sep 2020)  
Mehmet Salaheddin (from 24 Oct 2020)

### ***Charity Commission for England and Wales Registration number***

1186125

### ***Principal address***

23 The Marlowes  
London  
NW8 6NB

### ***Website***

[www.positivebehaviour.org.uk](http://www.positivebehaviour.org.uk)

### ***Independent examiner***

Swenta  
Suite 434, The Linen Hall  
162-168 Regent Street  
London, W1B 5TB

### ***Bankers***

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

### ***Solicitors***

IBB Law, Capital Court  
30 Windsor Street  
Uxbridge, Middlesex, UB8 1AB

# Trustees' report 31 December 2020

## Introduction

The Trustees of Positive Behaviour Support for Learning present their first annual report for the year ended on 31 December 2020, and confirm that they comply with the requirements of the Charities Act 2011 and the Charities SORP (FRS 102 Section 1A small entities).

## Our goals and objectives

Positive Behaviours Support for Learning CIO was registered with the Charity Commission on 4 November 2019. The charity aims to improve the lives of children and young people with autism and learning disabilities, and their carers by:

- Establishing a specialist secondary school – Pathways School
- Conducting outreach training and consulting programmes for carers and other professionals
- Raising awareness and understanding about autism and challenging behaviours

Pathways School will be a specialist secondary school for children and young people, aged 11-19, with autism spectrum disorder (ASD) and moderate to severe learning difficulties, and those with moderate to severe learning disabilities without an autism diagnosis.

The school will provide specialist education and support to help children and young people learn new skills and develop their full potential. The school will be built on the principle that individuals with autism and learning disabilities can lead fulfilling, joyful and rewarding lives.

The school will aim to provide:

- A safe, motivating and enjoyable environment based on the principles of Positive Behaviour Support (PBS);
- A broad-based programme that includes national curriculum targets, adapted according to each individual's needs, with an emphasis on functional communication skills and independent living skills;
- A specialist approach to teaching that draws from evidence-based research;
- Community participation and outreach programmes for parents as well as other organisations/ schools;
- Frequent parent training opportunities to ensure consistency and maintenance of progress;
- Close linkages with the community, including local authorities, relevant charities and service providers, and other schools;
- Specialist staff training and development programme towards recognised qualifications;
- Opportunities for research and innovation at the staff and leadership level;
- Linkages with research centres to bridge the gap between research and practice.

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By providing specialist support to pupils with autism and learning disabilities, as well as their families/carers, the charity will promote public benefit in the following ways:

- Help secondary aged children and young people realise their full learning potential;
- Enable them to access community and family life;
- Reduce challenging behaviours while eliminating the use of restrictive practices and restraint;
- Empower them to lead fuller and more independent adult lives;
- Reduce barriers to learning by addressing challenging behaviours;
- Empower parents and carers through awareness and training, therefore improving the quality of relationships and easing family life;
- Benefit the community through outreach programmes;
- Reduce the number of students going into residential services due to breakdown of support caused by challenging behaviours.

### Review of activities and achievements

The Trustees are working to open the school in January 2022. The following sections outline the activities undertaken so far to achieve this goal.

#### ***Board and Governance***

The Board of Trustees are responsible for developing the charity's strategic goals and objectives, and setting its policies. The trustees are also responsible for setting up Pathways School. The Board consists of high-level professionals with a wide range of skill sets. These include school leadership and management, accounting and finance, charity management and governance, project management, and Applied Behaviour Analysis (ABA) and PBS.

One of the key goals of the charity is to bridge the gap between research and practice. For this purpose, it was very important to have a close link with a research organisation. We are very pleased to have Dr Ciara Padden on the board. She is the Director of Studies at the Tizard Centre, University of Kent. Tizard is a leading academic centre working in autism, intellectual disability and community care. For assurance of good practice in governance and in charity management, we have Mandy Williams, who was the CEO of Child Autism for 20 years and has served on several boards. David Haswell brings his extensive experience as headteacher of specialist schools. Nick Barratt is a leading expert in Positive Behaviour Support and Organisational Behaviour Management. It is also important to note that the board has social diversity, in terms of gender, race and age, as well as professional diversity.

More details about the Trustees are given below:

#### ***David Haswell***

David was the Headteacher at Snowflake School for Children with Autism for five years. Snowflake is an ABA school in London. Under David's leadership, Snowflake received an Outstanding rating by

## Trustees' report 31 December 2020

Ofsted. Prior to Snowflake, David served as Headteacher, Principal and Director in a range of special schools and children's homes in England and Wales. David wants to utilize his experience, knowledge, and skills to continue to help improve the standards of education and care, safeguard children and young people and to achieve improved outcomes for all.

### *Fauzan Palekar*

Fauzan is currently Director of the Solicitors Qualifying Examination (SQE). Fauzan was previously Director of Professional Standards at the Royal College of Psychiatrists, where he was leading a team of 64 staff members. He was responsible for the overall strategy, development, and delivery of the Professionals Standards Department activities, including assessments, training, and formulating policy and regulatory frameworks.

### *Nick Barratt*

Nick is a Board Certified Behaviour Analyst and the director of the Barratt Behaviour Change Consultancy. He specialises in setting-wide and individually-focused Positive Behavioural Support, provides clinical supervision to other practitioners, and uses behavioural principles to enable people and organisation to achieve their goals. He serves on the board of the UK Society for Behaviour Analysis, and chairs the Applied Behaviour Analysis Forum, a London-based professionals' group he co-founded in 2008.

### *Saima Ali Majid*

Saima recently completed her MSc in Applied Behaviour Analysis from University of Kent at Canterbury. She has thirteen year-old child with autism and learning disability. Prior to her son's diagnosis, she worked as an economic development consultant. She has an MSc and B.A in Economics. Saima has experience in research and analysis, project management, and strategic planning.

### *Mandy Williams*

Mandy Williams held the post of CEO of national charity Child Autism UK for 20 years. She has extensive knowledge of autism provision in the UK. She also served on the board of the UK-SBA. Mandy is the author of a report, SENDIST: Challenge or Opportunity, which highlighted the problems families face accessing appropriate support of their children with autism. She has core expertise in charity law, charity finance and governance, backed up by an entrepreneurial approach with solid experience in successful strategic planning, fundraising and operational management.

### *Dr. Ciarra Padden*

Ciara is a Doctoral-level Board Certified Behaviour Analyst (BCBA-D). She is currently a lecturer at the Tizard Centre, University of Kent, where she is Director of Studies for the MSc in Applied Behaviour Analysis and MSc in Positive Behaviour Support. She has a particular interest in skills teaching, and supporting adolescents and adults with autism and/or learning disabilities. She is also passionate about staff and parent training and wellbeing. Ciara currently supervises several PhD and MSc students, and has published a number of peer-reviewed journal articles.

### *Mehmet Salaheddin*

Mehmet is the Head of Finance at the Royal College of Psychiatrists. He has worked in the charity sector for 14 years and brings a wide range of skills to the board. His core competencies include

## Trustees' report 31 December 2020

financial accounting and management, financial reporting and analysis, change management, project management, risk management, system implementation, and business unit leadership.

The Trustees hold quarterly board meetings, however, due to the pandemic, they have all been online. In addition to the formal quarterly board meetings, the trustees have regular discussions and provide input in all matters of charity management and the decisions regarding school-set up. All the discussions and decisions made by the trustees are recorded in minutes of the meetings.

### ***Fundraising***

The refurbishment cost for the school has been estimated to be £300,000. The trustees have raised £99,031 as at 31 December 2020. The fundraising efforts were adversely affected by the pandemic, as most trusts and foundations had either suspended applications or diverted funds towards Covid related causes. The trustees have recently engaged a fundraising consultant, Catherine Longley. Catherine is working with the trustees to develop a fundraising strategy as well as identifying potential donors.

### ***Securing a site***

The Trustees have been able to secure a suitable property for the school. The property has been leased for a period of 15 years, with a break clause of 10 years. The address is as follows:

All Saints Parish Hall  
Shrewsbury Avenue  
Kenton HA3 9LX

The property is a church hall which was previously occupied by a nursery provider. It requires modernisation and some building works to convert to a secondary school.

Three contractors have been identified for submitting proposals for the building works. Once these have been received, the trustees will select one of the contractors, based on quality of the proposal and cost.

### ***Engaging with local authorities and parents***

The places at the school will be funded by the local authorities. As the site for the school is in Harrow, the trustees have been in touch with the SEN team at Harrow Council. We have had a very positive response confirming both demand and interest. The trustees will also be reaching out to surrounding boroughs to ensure a robust demand pipe-line.

The trustees have also made efforts to engage parents of children with autism and learning disabilities in order to both assess demand and spread awareness about the school. We have had a very positive response, and have formed an email group of interested parents, with whom we share regular updates about the school's progress.

### ***Policies***

The following policies have been developed:

## Trustees' report 31 December 2020

- Complaints Policy and Procedure
- Accessibility Policy
- Safeguarding and Child Protection Policy
- Safeguarding Adults Policy
- Equal Opportunities Policy
- Anti-Money Laundering Policy
- Finance Policy
- Criminal Finance Policy
- Health and Safety Policy
- Privacy Policy
- DBS Disclosure Policy
- Data Protection Policy
- Remuneration Policy

### **Website**

A website for the charity has been developed and launched. The address is [www.positivebehaviour.org.uk](http://www.positivebehaviour.org.uk).

### **Trustees responsibility statement in relation to the accounts**

The trustees are responsible for preparing the Annual Report and Accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice: UKGAAP).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,



## Trustees' report 31 December 2020

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation,
- comply with the charity's governing document,
- comply with the Charities Act 2011.

The trustees have a collective responsibility for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. 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.

### Financial review

In its first year of operation, the total income for Positive Behaviour Support for Learning for 2020 was £99,031 and total expenditure was £9,521. The overall result for the year ending was a surplus of £89,510.

The charity has relied on donations from personal contacts of the trustees who have shown an interest and a strong desire to support and promote Positive Behaviour Support for Learning. None of the donations have had any conditions attached and they have been sufficient to ensure the charity to secure a property for the school.

Positive Behaviour Support for Learning is grateful to the donors for their support.

### Reserves

As at the end of its financial year, ending 31 December 2020, the total reserves of the charity held in the general fund was £89,510.

As this was the first year of the charity's operation with no paid employees, it did not set a reserve policy.

### Risk management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the start-up operations and finances of the charity, and are satisfied that systems are in place to mitigate their exposure to the major risks.

### Going concern

As detailed in the trustees' responsibilities statement, the accounts are prepared on a going concern basis unless it is inappropriate to presume that the Positive Behaviour Support for Learning will continue in operation. The Trustees have reviewed the forecast for 2021 and conclude that there are no material uncertainties about Positive Behaviour Support for Learning ability to continue as a going concern and the charity has adequate resources to continue in operational existence for at least 12 months from the date of signing the financial statements.

## Trustees' report 31 December 2020

### Future plans

The next stage is to accelerate fundraising efforts and start applying for capital grants. During this time, a contractor will be selected for the building works. Once more cash flows are secured, building works will begin. The renovation works will be carried out in accordance with all standards and legal requirements.

While the above is underway, an application to the Department of Education will be submitted for registration of the school.

Once the building is ready, some key staff will be recruited/engaged. These will include Head teacher, education consultant and PBS consultant. The next phase will be to recruit part-time and full-time staff, such as class teachers, tutors, Speech and Language Therapist, Occupational Therapist, and physical education/sports teachers. The number of class teachers and one-on-one tutors will be based on the level of demand assessed during the conversations with local authorities. All recruitment will take place in accordance with the safeguarding and child protection policy of the school and in line with legal requirements and guidelines.

Entrance criteria and application process will be developed. Efforts will be made to recruit students at least a term before school is scheduled to open. This will be done through marketing efforts with local authorities. The trustees have been in contact with the local authorities throughout all the phases to keep them engaged and provide feedback on progress.

As mentioned earlier, we have an ambitious target to open the school in January 2022, however, this may need to be reviewed based on how fundraising proceeds over the next few months.

Signed on behalf of the Board of Trustees by



Saima Ali Majid

Chair of Trustee Board

Approved by the Board of Trustees on: 17 February 2021

## Independent examiners report

I report to the Trustees on my examination of the accounts of the Positive Behaviour Support for Learning CIO for the year ended 31 December 2020.

### ***Responsibilities and basis of reports***

As the charity Trustees of Positive Behaviour Support for Learning CIO, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do 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 order to enable a proper understanding of the accounts to be reached.



Mrs. Mehreen Khalid

Director

IFA Membership No: 269191

Approved on: 25 Feb 2021

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Ph: 02080573337

## Statement of financial activities for the year ended 31 December 2020

	Notes	Unrestricted Funds £	Total Funds 2020 £
<b>Income from:</b>			
Donations and legacies	1	99,031	99,031
<b>Total</b>		<b>99,031</b>	<b>99,031</b>
<b>Expenditure on:</b>			
Charitable activities	2	9,521	9,521
<b>Total</b>		<b>9,521</b>	<b>9,521</b>
<b>Net movement in funds</b>		<b>89,510</b>	<b>89,510</b>
<b>Reconciliation of funds</b>			
Total funds brought forward		—	—
<b>Total funds carried forward</b>		<b>89,510</b>	<b>89,510</b>

## Balance sheet as at 31 December 2020

	Notes	2020 £
<b>Current assets</b>		
Debtors*	7	30,500
Cash at bank and in hand		68,500
		<u>99,000</u>
<b>Creditors:</b> amounts falling due within one year	8	9,490
<b>Total assets less current liabilities</b>		<u>89,510</u>
 <b>Represented by:</b>		
<b>Fund and reserves</b>		
Income funds		
Unrestricted funds		
General fund	9	89,510
<b>Total unrestricted funds</b>		<u>89,510</u>
<b>Total charity funds</b>		<u>89,510</u>

\* Other debtors represent the security deposit paid to the landlord for the leased property and is refundable in more than a year in accordance with the terms of the lease.

The financial statements on pages 11 to 16 were approved and authorised for issue on behalf of the Board of Trustees and signed on its behalf by:

*Samira Ali Maje*

Approved on: 17 February 2021

## Accounting policies 31 December 2020

### ***Basis of accounting***

The accounts (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 Section 1A small entities) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2016.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'.

The financial statements presentation currency is sterling and are rounded to the nearest pound.

### ***Going concern***

As detailed in the Trustees' responsibilities statement, the accounts are prepared on a going concern basis unless it is inappropriate to presume that Positive Behaviour Support and Learning will continue in operation.

### ***Incoming resources***

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

### ***Resources expended***

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### ***Cash equivalents***

Cash equivalents represent short-term deposits, held for less than three months with recognised United Kingdom banks and which are not repayable within 24 hours without loss of interest or other penalty.

### ***Debtors***

Other debtors are included at the settlement amount due.

### ***Creditors and provisions***

Creditors and provisions are recognised where the charity has a present obligation arising 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 and provisions are recognised at their settlement amount.

## Accounting policies 31 December 2020

### ***Financial instruments***

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### ***Operating leases***

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged to the statement of financial activities on a straight-line basis over the lease term.

### ***Taxation***

The charity is exempt from tax on its charitable activities.

### ***Fund accounting***

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds, should they become relevant, can only be used for specific purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purpose. There were no restricted funds held at this period end.

# Notes to the accounts 31 December 2020

## 1 Donations and voluntary income

	Unrestricted £	2020 £'000
<b>Incoming resources</b>		
Donations and gifts	99,031	99,031
<b>2020 Incoming resources</b>	<b>99,031</b>	<b>99,031</b>

## 2 Charitable activities

	Unrestricted £	2020 £
<b>Resources expended</b>		
Charitable activities		
. Support services costs (note 3)	9,521	9,521
<b>2020 Outgoing resources</b>	<b>9,521</b>	<b>9,521</b>

## 3 Support services cost

	Governance £	Facilities £	Financial Services £	Total £
<b>2020</b>	<b>500</b>	<b>8,990</b>	<b>31</b>	<b>9,521</b>

## 4 Trustees remuneration and benefits

No member of the Board of Trustees received remuneration in respect of their services as a member of the Board of Trustees during the year.

No member of the Board of Trustees received reimbursement of expenses in respect of their services as a member of the Board of Trustees during the year.

## 5 Related party transactions

There were no related party transactions during the year.

## 6 Taxation

Positive Behaviour Support for Learning is a registered charity and therefore is exempt from income tax and corporation tax on income arising from its charitable activities. Positive Behaviour Support for Learning is not registered for VAT, during the year the charity made no taxable sales.



## Notes to the accounts 31 December 2020

### 7 Debtors

	2020 £
Other debtors	30,500
	<b>30,500</b>

Other debtors represent the security deposit paid to the landlord for the leased property and is refundable in more than a year in accordance with the terms of the lease.

### 8 Creditors

	2020 £
Accruals	9,490
	<b>9,490</b>

### 9 Movement in funds

	At 1 January 2020 £	Incoming Resources £	Resources Expended £	At 31 December 2020 £
General fund	—	99,031	(9,521)	<b>89,510</b>
<b>2020</b>	<b>—</b>	<b>99,031</b>	<b>(9,521)</b>	<b>89,510</b>

### 10 Leasing commitments

#### *Operating leases*

At 31 December 2020 the Positive Behaviour Support for Learning had total future minimum payments under non-cancellable operating leases as follows:

	Land and buildings 2020 £
Amount due:	
Within one year	71,000
Within two to five years	284,000
Over five years	355,000
<b>Total commitment</b>	<b>710,000</b>