COPTHORNE SCHOOL TRUST LIMITED

England & Wales · Charity number 270757

Details

Other names	COPTHORNE PREPARATORY SCHOOL
Status	Registered
Legal form	Charitable company
Company number	01239211
Registered	1976-02-24
Register	View on the Charity Commission register

Contact

Address	Copthorne School Trust Effingham Lane Copthorne Crawley RH10 3HR
Phone	01342712311
Email	BURSAR@COPTHORNEPREP.CO.UK
Website	www.copthorneprep.co.uk

Activities

Objects: TO PROMOTE AND PROVIDE FOR THE ADVANCEMENT OF EDUCATION AND IN CONNECTION THEREWITH TO CONDUCT CARRY ON ACQUIRE AND DEVELOP IN THE UNITED KINGDOM ANY BOARDING OR DAY SCHOOLS FOR THE EDUCATION OF EITHER SEX OR BOTH SEXES.

Activities: PROMOTE AND PROVIDE FOR THE ADVANCEMENT OF EDUCATION IN RUNNING A PREPARATORY SCHOOL FOR BOYS AND GIRLS BETWEEN THE AGES OF 21/2 AND 13 YEARS OF AGE.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

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Geography

- **Area of benefit:** COPTHORNE
- Kent
- Surrey
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£2,592,000	£3,118,000	£1,761,000	55
2024-07-31	£2,890,000	£3,235,000	£2,287,000	69
2023-08-31	£3,770,633	£4,246,907	£2,631,782	80
2022-08-31	£3,960,617	£4,275,740	£3,108,056	91
2021-08-31	£3,961,759	£4,177,343	£3,423,179	96
2020-08-31	£4,337,681	£4,178,275	£3,638,763	81

Trustees

Name	Role	Appointed
Anne Margaret Fletcher		2024-01-29
Deborah Grimason		2024-01-29
Oliver Paul Byrne		2024-01-29
Philip Clarke		2025-08-01
Preya Jubraj		2024-01-29

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COPTHORNE SCHOOL TRUST LIMITED

England & Wales - Charity number 270757

Accounts

Company Number: 01239211
Charity Number: 270757

COPTHORNE SCHOOL TRUST LIMITED t/a COPTHORNE PREP SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2025

COPTHORNE
PREPARATORY SCHOOL

COPTHORNE SCHOOL TRUST LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2025

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The purpose of this report

The Governors (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements for the year ended 31 July 2025. The annual report serves the purposes of both a trustees' report and a directors' report under company law. The Governors confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Status of the company

Copthorne School Trust Limited was incorporated under the Companies Acts 1948 to 1967 as a Company limited by guarantee on 2 January 1976, company number 01239211. The Company has charitable status with the number 270757. On the 1st February 2024 the sole member of the Copthorne School Trust Limited was Caterham School. The change of control occurred on the 1 February 2024 and all directors are appointed by the member.

Governing Body

The Governors of the Charity are the School's Board of Governors. The Board operates with two standing sub-committees: the Education Committee and the Finance and General Purposes Committee.

The Governors are covered by trustee indemnity insurance included in the School's insurance policy.

Mrs S Coutinho (legal surname: Seth) – Chair of Governors	Resigned 20 December 2024
Mr S Gibbons	Resigned 28 July 2025
Mr B Moir	Resigned 9 October 2024
Ms P Jubraj	
Mrs A Fletcher - Chair of Governors	Appointed as Chair 20 December 2024
Mr O Byrne	
Ms D Grimason	
Mr P Clarke	Appointed 1 August 2025

Governor training

All new Governors are inducted into the workings of the School. Individual Governors also attend specific training courses held by professional advisors and where appropriate cascade this information down to other Governors.

Registered office and principal address

Copthorne Prep School
Effingham Lane
Copthorne
West Sussex
RH10 3HR

Key executives and professional advisers

Executive Head	Mr B Purkiss
Head of School	Mrs K McGregor
Bursar/Secretary	Mr S Araniyasundaran
Bankers	National Westminster Bank, The Boulevard, Crawley, RH10 1XU CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET
Auditors	Moore Kingston Smith LLP, 9 Appold Street, London, EC2A 2AP
Solicitors	Veale Wasbrough Vizards LLP, Narrow Quay House, Narrow Quay, Bristol, BS1 4QA

Organisation

The Governors of the School act in the capacity of the Company's directors for the purposes of the Companies Act and in the capacity of trustees in respect of its charitable objectives under the Charities Act. Governors are appointed at the discretion of the Governing Body through an established recruitment process. The Governors meet at least on a termly basis to review and direct the general educational charitable objectives of the Charity. Additional meetings are convened as required. The Curriculum Committee meets termly and oversees all aspects of academic activity and development together with pupil welfare and pastoral care. The termly meeting of the Finance and General Purposes Committee overseas all financial activities, Health, and Safety matters, as well as the oversight of the maintenance and development of the site and buildings. The Welfare, Child Protection and safeguarding Committee oversees all aspects on safeguarding and pastoral activities of the school.

The day-to-day operation of the School is controlled by the Executive Head and his Senior Leadership Team and the finances by the Bursar. Details of the Governors are shown on page 3.

The Executive Head is a member of the Incorporated Association of Prep Schools (IAPS). The School is a member of the Independent Schools' Bursars Association (ISBA), the Boarding Schools' Association (BSA) and the Association of Governing Bodies of Independent Schools (AGBIS). Guidance, support and advice is sought from the relevant associations.

Objects and principal activities as set out in the Memorandum are to promote and provide for the advancement of education and in connection therewith to conduct, carry on, acquire and develop in the United Kingdom any boarding or day school or schools for the education of children of either sex or both sexes.

Founded in 1902, Copthorne Prep School has developed an outstanding reputation for helping children to realise their full potential. By providing opportunities for all to succeed, children leave us as confident individuals, well prepared for their progression to senior schools of their choice. We inspire all our pupils to become lifelong learners, responsible global citizens and the very best that they can be.

We strive:

- To instil a desire for excellence in all areas of learning, celebrating effort as well as achievement.
- To offer a well-considered, stimulating curriculum which provides opportunities for children to be challenged, to be curious and to develop as independent learners.
- To continue to develop the first-class pastoral care the School provides for pupils.
- To provide a nurturing environment where all children are happy, valued and encouraged to develop as individuals.
- To develop a strong sense of School community that is kind, inclusive and reflects the increasingly diverse and international dimension of School life.

- To provide strong pastoral care based on traditional Christian values of mutual respect towards all members of the community.
- To develop a partnership with pupils, parents and staff to promote a culture of trust, ambition and high achievement.
- To continue to monitor and review the key policies and procedures to ensure a safe environment for employees, pupils and visitors to the School.
- To provide continuing support to the pupils already in receipt of fee assistance through means tested financial assistance.

Academic Achievement

Academic excellence has been a priority this year. The curriculum was reviewed and updated at the end of last year, in line with the expectations across the independent sector. This was then refined over the summer and at the start of the autumn term. The curriculum development has focused on creating rich, broad and balanced educational experiences, underpinned by enquiry questions designed to foster global citizenship. Comprehensive curriculum overviews have been created and shared with parents.

The next phase of development is focused on harnessing Copthorne's unique heritage and weaving this into the fabric of the curriculum, in order to celebrate legacy whilst looking forwards and outwards. We will be drawing on the link to Dr Wilson and Antarctic exploration, the chapel with its war memorial history and making greater our working theatre, in order to enrich the curriculum further.

Alongside this, we have had a focus on developing high quality teaching. This has included revising key academic research and pedagogical approaches, and creating a set of expectations for Copthorne lessons, in order to ensure consistency across practice across the School. The first round of lesson observations will feed into the next areas of focus for staff training and development.

Our sports programme has also been restructured with a skills-based approach, supported by specialist teaching from Nursery onward. This period, we enhanced our swimming provision by bringing in a dedicated swimming teacher and introduced hockey. These efforts, alongside measurable targets for our Heads of Department, underscore our commitment to a rigorous and well-rounded academic environment.

Pupil Experience

Creating globally minded, confident young people lies at the heart of the pupil experience at Copthorne Prep School. The School provides a warm, nurturing environment where every child is encouraged to be curious, independent, and reflective, supported by teachers who inspire a love of learning and a willingness to think critically. This period has seen a significant focus on embedding our Global Curriculum, enabling pupils not only to enquire, analyse, and challenge, but also to develop the character and resilience needed for an ever-changing world. The Copthorne Way continues to guide pupils in becoming the best version of themselves, reinforced by an assembly programme that explores core character attributes and a pastoral system that celebrates kindness, effort, and thoughtful behaviour. Our Learning Powers have also become more deeply embedded across the School, particularly in Early Years, where learning is carefully scaffolded so pupils can understand and apply these values in their daily activities.

Beyond the classroom, pupils enjoy a rich and varied co-curricular programme that fosters creativity, confidence, resilience, and teamwork. With the arrival of a new Head of Music has come a renewed and energetic focus on musical learning, including expanded opportunities to learn instruments, a revitalised choir, and a commitment to performance that encourages pupils to express themselves and take pride in their achievements. Drama has also been a particular highlight this year, culminating in an exceptional whole-school production that showcased talent and collaborative spirit. Sport remains a cornerstone of school life, strengthened by specialist coaching and a growing emphasis on hockey, while outdoor learning continues to be a hallmark of the Copthorne experience, ensuring that every child benefits from a balanced, ambitious, and character-building education that nurtures both personal growth and a strong sense of belonging. This period has also seen renewed energy from the Friends of Copthorne, who have enhanced the pupil experience through family events that are fun, engaging, and community focused. These activities foster belonging, connection, and

enjoyment, while also supporting initiatives that enrich pupils' learning and co-curricular opportunities, ensuring every child thrives within a vibrant and supportive school environment.

Public benefit

The School, in setting its objectives and planning its activities has given due regard to the duties set out in Section 17 of the Charities Act 2011 and the guidance given by the Charity Commission. During the period the School provided means tested bursaries, scholarships ,other discounts, including staff and sibling discounts, amounted to £68K.

The School also reaches out to the local community to provide access to its facilities. During the period, Copthorne Junior School used the School site for various sport related activities.

Pay policy for senior staff

The School's key management personnel are its Senior Leadership Team which comprises the Executive Head, Head of School, Deputy Head, Head of Teaching & Learning and the Bursar. Arrangements are in place for setting the remuneration for these personnel and consideration is taken to benchmark information and market pay for these roles.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Future plans

The School's focus remains on enabling its pupils to achieve the best outcomes possible. To support this, the Trustees have agreed strategic aims which incorporate educational developments, continued investment in staff, investment in innovation and technologies to support teaching and other School support services.

Principal risks and uncertainties

The Governors are responsible for the overseeing of the risks faced by the School. Detailed considerations of risk are delegated to the Senior Management of the School. Risks are identified, assessed and controls established throughout the period. Risk is managed and monitored by the Board at Strategic level.

The main risks that the Governors have identified and the plans to manage those risks are:

- Maintaining a high quality of education - managed by combining attractive staff remuneration with on-going investment in our estate and an approach to enrolment that works with supportive parents whose children have an appetite for learning.
- Safeguarding of children – managed through safeguarding policies, staff recruitment policies, pastoral support for both pupils and staff and active identification and resolution of health and safety related issues.
- Economic factors (including fee affordability) – in the short-term managed through effective cost management, financial planning and control, diversification of income streams and maintaining a quality product.

The Board is committed to high standards of corporate governance and reviews its activities on a regular basis. The Board is responsible for the Charity's system of internal control and for reviewing its effectiveness.

Financial Review

The financial results of the School are set out on pages 13 and 14 of the accounts. The School generated income of £2.592m (2024: £2.89m), costs to run the School amounted to £3.118m (2024: £3.24m) and fee discounts of £0.068m (2024: £0.165m) were given in year. At the year end the net assets were £1.761m (2024: £2.287m) including fixed assets of £2.552m (2024: £2.627m), cash balances of £0.143m (2024: £0.318m), fees received in advance and deposits, and other working capital of £(0.286m), (2024: £0.139m). The financial results for the year are comparable to the previous year's 11-month period. The School has taken steps in year to invest for the future, developing the curriculum, investing further in teaching staff and enhancing the learning environment for pupils to thrive and to drive future pupil recruitment. The School has developed and run commercial activities during the year, to supplement income. The commercial income is expected to grow in future years to enable further investment in core curriculum for the benefit of Copthorne Pupils.

Reserves policy

It is the Governors' policy to maintain reserves that will permit them to maintain and develop the School's facilities for the purpose of enhancing over time its ability to meet its long-term charitable objectives. To that end, the Governors seek to ensure that there are sufficient reserves to afford reasonable protection to the charitable company in the context of current and anticipated commitments and exposure to external and/or internal risks. The Governors review the reserves position regularly. At the period end unrestricted funds for the School stood at £1.751m (2024: £2.287m).

Information on fundraising practices

All fundraising activities for the School are carried out by School staff with assistance from the parents and pupils with the running of specific fundraising events. They decide, after consideration, which charities they wish to donate to therefore raising their awareness of both local and global issues. Charities varied from Crawley Open House, Children in Need, and the Royal British Legion to name but a few. The School does not use professional fundraisers or have any commercial participators. The School did not receive any complaints in respect of its fundraising activities.

Governors' responsibilities statement

The Governors (who are also directors of Copthorne School Trust Limited for the purposes of company law) are responsible for preparing the Governors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

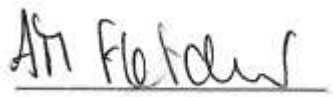
The Governors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

Disclosure of information to auditors

Each of the persons who are Governors at the time when this Governors' report is approved has confirmed that:

- so far as that Governor is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Governor has taken all the steps that ought to have been taken as a Governor in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

Signed on behalf of the Board of Governors and approved by them on 26 November 2025.



Mrs A Fletcher (Chair of Governors)

Opinion

We have audited the financial statements of Copthorne School Trust Limited ('the company') for the year ended 31 July 2025 which comprise of the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 July 2025 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

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

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' annual report for the financial period for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

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

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charitable company.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charitable company and considered that the most significant are the Companies Act 2006, the Charities Act 2011, the Charity SORP, and UK financial reporting standards as issued by the Financial Reporting Council

- We obtained an understanding of how the charitable company complies with these requirements by discussions with management and those charged with governance.

- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.

- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.

- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Moore Kingston Smith LLP

Neil Finlayson (Senior Statutory Auditor)
for and on behalf of Moore Kingston Smith LLP, Statutory Auditor

Date: 20 January 2026
9 Appold Street
London
EC2A 2AP

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (including summary Income and Expenditure)
FOR THE YEAR ENDED 31 JULY 2025

	Note	Unrestricted funds £'000	Restricted funds £'000	Year to 2025 **£'000**	11 mths to 2024 £'000
INCOME FROM					
Charitable activities					
School fees receivable	3	2,381	-	**2,381**	2,817
Other trading activities					
Other trading income	4	195		**195**	53
Investments					
Investment income	5	5	-	**5**	20
Voluntary sources					
Grants and Donations	6	-	11	**11**	-
Total incoming resources		2,581	11	**2,592**	2,890
EXPENDITURE ON					
Raising funds					
Trading expenditure		15	-	**15**	17
Charitable activiities					
Education		3,102	1	**3,103**	3,218
Total expenditure	8	3,117	1	**3,118**	3,235
NET EXPENDITURE		(536)	10	**(526)**	(345)
Transfer between funds		-	-	**-**	-
Net movement in funds		(536)	10	**(526)**	(345)
Fund balances brought forward 1 August 2024		2,287	-	**2,287**	2,632
Fund balances carried forward 31 July 2025	17	**1,751**	**10**	**1,761**	**2,287**

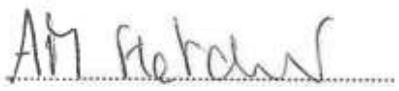
There are no other recognised gains and losses other than the net income for the year. All operations and activities are continuing.

The notes on pages 16 to 28 form part of these financial statements.

COPTHORNE SCHOOL TRUST LIMITED
BALANCE SHEET
AS AT 31 JULY 2025

	Note	2025 £'000	2025 £'000	2024 £'000	2024 £'000
FIXED ASSETS					
Intangible fixed assets	11		**22**		-
Tangible fixed assets	12		**2,530**		2,627
			2,552		2,627
CURRENT ASSETS					
Debtors	14	**1,006**		827	
Cash at bank and in hand		**143**		318	
		1,149		1,145	
CREDITORS: Due within one year	15	**(1,435)**		(1,006)	
Net current (liabilities)/assets			**(286)**		139
Total assets less current liabilities			**2,266**		2,766
CREDITORS: Due after more than one year	16		**(505)**		(479)
TOTAL NET ASSETS			**1,761**		2,287
FUNDS					
Unrestricted funds	17		1,751		2,287
Restricted funds	17		10		-
TOTAL CHARITY FUNDS			**1,761**		2,287

The financial statements were approved and authorised for issue by the Board of Governors on 26 November 2025 and signed on their behalf by:



Mrs A Fletcher
Chair of Governors

The notes on pages 16 to 28 form part of these financial statements.

COPTHORNE SCHOOL TRUST LIMITED
CASHFLOW STATEMENT
FOR THE YEAR ENDED 31 JULY 2025

	2025		2024	
	£'000	£'000	£'000	£'000
Net cash flow from operating activities		**(15)**		(355)
Cash flow from investing activities				
Interest income received	**5**		20	
Purchase of intangible fixed assets	**(23)**		-	
Purchase of tangible fixed assets	**(245)**		(19)	
Disposal of tangible fixed assets	**162**		-	
Net cash flow from investing activities		**(101)**		1
Cash flow from financing activities				
Repayment of loan	**(46)**		(40)	
Payment of loan interest	**(13)**		(17)	
Net cash flow from financing activities		**(59)**		(57)
Net cash flow from financing activities		**(175)**		(411)
Cash and cash equivalents at 1 August 2024		**318**		729
Cash and cash equivalents at 31 July 2025		**143**		318

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2025	2024
	£'000	£'000
Net expenditure for the year (Per SOFA)	**(526)**	(345)
Adjustment for:		
Amortisation charges	**1**	-
Depreciation charges	**180**	164
Loan interest	**13**	17
Loss/(Profit) on disposal of fixed assets	**-**	-
Investment income	**(5)**	(20)
(Increase) in debtors	**(179)**	(154)
Increase/(decrease) in creditors	**501**	(17)
(Decrease) in cash provided by operating activities	**(15)**	(355)

The notes on pages 16 to 28 form part of these financial statements.

1. ACCOUNTING POLICIES

a) General information and basis of preparation

Copthorne School Trust Limited is a private charitable company, limited by guarantee, registered in England and Wales. The address of the registered office is given in the charity information on page 3 of these Financial Statements. The nature of the charity's operations and principal activities are detailed in the Governors' Report.

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

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1st January 2019.

The Financial Statements are prepared under the historical cost convention. The Financial Statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these Financial Statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Going concern

Having reviewed the funding facilities available to the School together with the expected ongoing demand for places and the School's future projected cash flows, the Governors have a reasonable expectation that the School has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the Financial Statements as outlined in the Statement of Governors' responsibilities.

c) Income recognition

All income is included in the Statement of Financial Activities (**SOFA**) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received. All income is recognised net of VAT.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Income from charitable activities includes school fees receivable, registration fees and fees from ancillary activities. School fees receivable consist of charges billed for the school year ending 31st July, less bursaries, discounts, and other allowances. Fees received for education to be provided in future years are carried forward as deferred income. Registration fees are non-refundable fees which are recognised once parents/guardians have committed for the child to attend the school in the school year ending 31st July. Income from ancillary activities is generated from additional activities such as music exam fees and after school clubs being offered to pupils in the school year ending 31st July.

Income from trading activities includes income earned from rents and lettings to raise funds for the charity. Income is received in exchange for renting out the buildings and fields of the School in order to raise funds and is recognised when entitlement has occurred.

1. ACCOUNTING POLICIES (Continued)

c) Income recognition (continued)

Income from investments includes interest which is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Income from grants received are recognised when there is reasonable assurance that the School will comply with the conditions attaching to the grant and the grant will be received.

d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds relates solely to marketing expenditure.
- Expenditure on charitable activities includes school operating costs such as teaching costs, welfare costs, premises costs and support costs. Finance and administrative staff costs and other support costs have been directly charged to the charitable main activity.

The irrecoverable element of VAT is included with the item of expense to which it relates.

e) Support costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include administrative and governance costs. They are incurred directly in support of expenditure on the objects of the charity.

f) Pension schemes

The School contributes to a Teacher-specific defined contribution scheme and it is accounted for as such. The School also contributes to a defined contribution personal pension scheme for non-teaching staff. All contributions are included in pension costs in the period to which they relate.

The School also has members in the Independent Schools Pension Scheme (ISPS). ISPS is a funded scheme, and the assets are held separately from those of the school in separate trustee administered funds. The scheme trustee commissions an actuarial valuation of the scheme every three years using the prospective unit credit method. The ISPS is a multi-employer scheme, and these is insufficient information to use defined benefit scheme accounting, therefore the school accounts for the scheme as a defined contribution scheme and the contributions are recognised in the period to which they relate. Where the actuarial valuation reveals a shortfall of assets compared to liabilities, a liability for additional agreed contribution payments is recognised in full.

g) Other employee benefits

When employees have rendered service to the school, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

1. ACCOUNTING POLICIES (Continued)

g) Other employee benefits (Continued)

Termination payments are recognised as an expense at the amount expected to be paid when the termination is communicated to the affected employees.

h) Operating leases

Rentals payable under operating leases are charged to the SOFA on a straight-line basis over the period of the lease.

i) Intangible fixed assets

Expenditure on software and a new website have been capitalised and carried in the balance sheet at historical cost.

j) Amortisation

Amortisation has been provided on assets brought into use over 3 years.

k) Tangible fixed assets

Tangible assets are stated at cost less accumulated depreciation. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets retained for use by the School at rates calculated to spread each asset's cost, less its estimated residual value at prices ruling at date of acquisition, over its expected useful economic life, which for each class of asset is initially assessed as averaging:

Freehold buldings and improvements	Over 5 - 50 years
Plant and machinery	20% straight line
Motor vehicles	25% straight line
Fixtures and fittings	10% straight line

Items costing less than £1,500 are written off as an expense as acquired.

l) Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at the transaction price. Any losses arising from impairment are recognised in expenditure.

m) Cash

Cash at bank includes cash and short term highly liquid investments from the date of opening of the deposit or similar account.

n) Financial instruments

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities and their measurement bases are as follows:

- Financial assets – Trade and other debtors, shown in note 14, are measured at amortised cost less impairment. Cash is measured at face value.
- Financial liabilities shown in notes 15 and 16 - Trade creditors, accruals and other creditors are measured at their transaction value.
- Bank loans are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest rate.

1. ACCOUNTING POLICIES (Continued)

o) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

p) Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is a reasonable assurance that the grant conditions will be met, and the grants received.

2. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The School makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

Under component accounting the freehold buildings are divided into major components which are considered to have substantially different useful lives. Judgement is used in allocating property costs between components and in determining the useful lives of each component and this judgement may have a material impact on the depreciation charge.

Critical areas of judgement:

Deposits held by the School repayable when a pupil leaves the School are included in other creditors falling due within one year to reflect the notice period which can be given.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds	Restricted funds	**Total funds Year to 2025**	Total funds 11 mths to 2024
	£'000	£'000	**£'000**	£'000
Gross fees	2,292	-	**2,292**	2,816
Less: Bursaries, scholarships and allowances	(68)	-	**(68)**	(165)
Add: Other charges to pupils	154	-	**154**	161
Registration fees	3	-	**3**	5
	2,381	**-**	**2,381**	2,817

All income from charitable activities in the prior period was unrestricted.

4. OTHER TRADING ACTIVITIES

	Unrestricted funds Year to 2025 £'000	Restricted funds Year to 2025 £'000	**Total funds Year to 2025 £'000**	Total funds 11 mths to 2024 £'000
Rent and lettings	185	-	**185**	33
Sundry income	10	-	**10**	20
Profit on sale of fixed assets	-	-	**-**	-
	195	**-**	**195**	53

All income from other trading activities in the prior period was unrestricted.

5. INVESTMENT INCOME

Bank interest	5	-	**5**	20

6. GRANTS AND DONATIONS

Donation to the School from:				
Friends of Copthorne	-	11	**11**	-

7. GOVERNANCE COSTS

Auditor's remuneration - current period	16	-	**16**	18
Other accountancy costs	-	-	**-**	3
Other governance costs	-	-	**-**	3
	16	**-**	**16**	24

During the period, the children of 1 (2024: 1) of the Governors attended the School. None of the children of the Governors received a bursary. Any applicable sibling discounts and scholarships have been awarded under the usual school criteria.

8. EXPENDITURE: Analysis of total expenditure

	Staff costs (Note 9) Year to 2025 £'000	Depreciation (Note 10) Year to 2025 £'000	Other Year to 2025 £'000	**Total Year to 2025 £'000**	Total 11 mths to 2024 £'000
Cost of generating funds					
Trading expenses	-	-	15	**15**	17
Charitable activities					
Teaching	1,431	9	131	**1,571**	1,779
Welfare	141	-	77	**218**	216
Premises	231	171	361	**763**	674
Support	228	1	300	**529**	525
	2,031	181	869	**3,081**	3,194
Expenditure on governance	-	-	22	**22**	24
Total charitable expenditure	2,031	181	891	**3,103**	3,218
	2,031	**181**	**906**	**3,118**	3,235

Comparative total expenditure	Staff costs (Note 9) 11 mths to 2024 £'000	Depreciation (Note 10) 11 mths to 2024 £'000	Other 11 mths to 2024 £'000	Total 11 mths to 2024 £'000
Cost of generating funds				
Trading expenses	-	-	17	17
Charitable activities				
Teaching	1,545	20	214	1,779
Welfare	118	-	98	216
Premises	148	144	382	674
Support	191	-	334	525
	2,002	164	1,028	3,194
Expenditure on governance	-	-	24	24
Total charitable expenditure	2,002	164	1,052	3,218
	2,002	164	1,069	3,235

9. NET EXPENDITURE

	Year to 2025 £'000	11 mths to 2024 £'000
Net expenditure is stated after charging:		
Depreciation of tangible fixed assets	**180**	164
Auditor's remuneration - current period	**16**	18
Auditor's remuneration - non-audit services	-	-

10. STAFF COSTS

Wages and salaries	**1,608**	1,660
Employer's NI costs	**166**	153
Pension contributions	**257**	189
	2,031	2,002

	2025 Number	2024 Number
The average number of employees during the period was as follows:		
Teaching and teaching support	**34**	45
Administration, domestic and maintenance	**21**	24
	55	69

The number of employees who received total employee benefits (excluding employer pension costs) of more than £60,000 is as follows:

	Year to 2025 £'000	11 mths to 2024 £'000
£70,001 - £80,000	**-**	1
£80,001 - £90,001	**-**	1
£110,001 - £120,000	**-**	-
£140,001 - £150,000	**-**	-

Key management personnel are considered to be the School's Leadership Team, comprising of the Executive Headmaster, Head of School, Deputy Head, Head of Teaching & Learning and the Bursar. The total remuneration and benefits received by key management personnel during the year was £148,940 (2024: £0.224m). The total termination payments for all staff during the year was £Nil (2024: £95,103).

11. INTANGIBLE FIXED ASSETS

	Other intangibles	Total
	£'000	£'000
Cost		
Additions and cost at 31 July 2025	23	23
Amortisation		
Charge for the year and at 31 July 2025	1	1
Net book value		
At 31 July 2025	22	22
At 31 July 2024	-	-

12. TANGIBLE FIXED ASSETS

	Freehold property	Plant & machinery	Fixtures, fittings & IT	Motor vehicles	Total
	£'000	£'000	£'000	£'000	£'000
Cost					
At 1 August 2024	4,531	231	575	141	**5,478**
Additions	215	-	30	-	**245**
Disposals	(135)	(23)	(4)	-	**(162)**
Transfers	-	-	-	-	**-**
At 31 July 2025	4,611	208	601	141	**5,561**
Depreciation					
At 1 August 2024	2,058	151	506	136	**2,851**
Charge for the year	131	24	23	2	**180**
Disposals	-	-	-	-	**-**
At 31 July 2025	2,189	175	529	138	**3,031**
Net Book Value					
At 31 July 2025	**2,422**	**33**	**72**	**3**	**2,530**
At 31 July 2024	2,473	80	69	5	2,627

13. FIXED ASSET INVESTMENTS

Investment in group undertaking

On 13th November 1990, the Charity acquired 100 £1 Ordinary shares, for £nil consideration, representing the entire issued share capital of Copthorne School Services Limited, a company incorporated in England and Wales. Copthorne School Services Limited has remained dormant since incorporation in November 1990 and was dissolved in April 2025.

		2025	2024
		£'000	£'000
14.	**DEBTORS**		
	Trade debtors	**776**	746
	Other debtors	**32**	21
	Prepayments and accrued income	**198**	60
		1,006	827
15.	**CREDITORS:** Amounts falling due within one year		
	Bank loan	**60**	60
	Trade creditors	**79**	69
	Amount owed to parent undertaking	**443**	-
	Other creditors and accruals	**57**	31
	Fees received in advance and deferred income	**663**	846
	Social Security and other taxation	**133**	-
		1,435	1,006
16.	**CREDITORS:** Amounts falling due after more than one year		
	Bank loan	**279**	326
	Deposits held	**101**	91
	Pension liability (Note 19)	**125**	62
		505	479
	Reconciliation of movement in deferred income in the period		
	Balance brought forward	**846**	786
	Released to the statement of financial activities	**(846)**	(785)
	Received in the period	**663**	845
	Balance carried forward	**663**	846

Deferred income relates to fees received in advance.

	Bank loan		
	Due within 1 year	**60**	60
	Repayable in 1 - 2 years	**60**	60
	Repayable in 2 - 5 years	**179**	179
	Due in more than 5 years	**41**	87
	Balance carried forward	**340**	386

The bank loan is secured by charge on freehold property and will be repaid over 10 years. The rate of interest on the loan is fixed at 3.62% pa.

17. FUNDS MOVEMENT

Current period	1 August 2024 £'000	Income £'000	Expenditure £'000	Transfers £'000	**31 July 2025 £'000**
Restricted funds	-	11	(1)	-	**10**
Unrestricted funds	2,287	2,581	(3,117)	-	**1,751**
	2,287	**2,592**	**(3,118)**	**-**	**1,761**

Prior period	1 August 2023 £'000	Income £'000	Expenditure £'000	Transfers £'000	31 July 2024 £'000
Restricted funds	-	-	-	-	-
Unrestricted funds	2,632	2,890	(3,235)	-	2,287
	2,632	2,890	(3,235)	-	2,287

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Current period	Fixed assets £'000	Net current assets £'000	Long term liabilities £'000	**2025 £'000**
Restricted funds	-	10	-	**10**
Unrestricted funds	2,552	(296)	(505)	**1,751**
	2,552	**(286)**	**(505)**	**1,761**

Prior period	Fixed assets £'000	Net current assets £'000	Long term liabilities £'000	2024 £'000
Restricted funds	-	-	-	-
Unrestricted funds	2,627	139	(479)	2,287
	2,627	139	(479)	2,287

19. OPERATING LEASES

Operating lease payments totalling £11,093 (2024: £18,983) have been recognised as an expense in the Statement of Financial Activities.

At 31 July the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2025	2024
	£'000	£'000
Due within 1 year	**11**	1
Due within 1 - 5 years	**5**	4
	16	5

20. RELATED PARTY TRANSACTIONS

There are related party transactions with the member, costs of £165K (2024: £26K) were paid by the member and was accrued as expenditure during the year (2024: £Nil). The sole member provided staff resources to the School during the year, which have been included in these accounts.

21. PENSION SCHEMES

The school runs defined contribution personal pension schemes for those members of staff not entitled to join the defined contribution teacher's scheme: Aviva Pensions Trust for Independent Schools (APTIS). The net assets of the schemes are each held separately from those of the school in independently administered funds.

The pension cost for the period represents the School's contributions to these schemes of £256,779 (2024: £189K) and there were no contributions due at the year end.

Contributions in respect of the school's defined contribution pension schemes are charged to the income and expenditure account for the period in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the period are shown as either accruals or prepayments at the period end.

Independent Schools' Pension Scheme

The school participates in this scheme, a multi-employer scheme which provides benefits to some 66 non-associated employers. The scheme is a defined benefit scheme in the UK. It is not possible for the school to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore, it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

21. PENSION SCHEMES (Continued)

The scheme is classified as a 'last-man standing arrangement'. Therefore, the school is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out with an effective date of 30 September 2020. This actuarial valuation showed assets of £201.1m, liabilities of £256.3m and a deficit of £55.2m. To eliminate this funding shortfall, the trustees and the participating employers have agreed that additional contributions will be paid, in combination from all employers to the scheme.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the scheme liabilities.

Where the scheme is in deficit and where the school has agreed to a deficit funding arrangement the school recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

The school is required to pay £7,588 per annum from 1 September 2023, increasing 3% each year, for the next 10 years until 30 June 2032. The provision held for the present value of the contributions as at 31 July 2025 is £124,937 (2024: £59,547).

There will be a review of progress at the next valuation.

22. MEMBERS' LIABILITY

The member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they cease to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves, such amount as may be required not exceeding £1.

23. ANALYSIS OF CHANGES IN NET DEBT

	At 1 August 2024	Cash flows	Other non cash	**At 31 July 2025**
Cash at bank and in hand	318	(175)	-	**143**
Debt due within one year	(60)	-	-	**(60)**
Debt due after more than one year	(326)	60	-	**(266)**
	(68)	**(115)**	**-**	**(183)**

24. ULTIMATE CONTROLLING PARTY

The sole member of the charitable company Copthorne Prep School is Caterham school, the ultimate controlling company. Caterham School registered address is Harestone Valley Road, Caterham, Surrey CR3 6YA, company registration number 5410210 and charity registration number 1109508. Caterham School prepares consolidated accounts which includes Copthorne Prep School.

25. CAPITAL COMMITMENT

At the year end the School had a capital commitment of £16,292 (2024: £Nil).

COPTHORNE SCHOOL TRUST LIMITED

England & Wales - Charity number 270757

Accounts

Company Number: 01239211
Charity Number: 270757

COPTHORNE SCHOOL TRUST LIMITED t/a COPTHORNE PREP SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31ST JULY 2024

COPTHORNE
PREPARATORY SCHOOL

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The purpose of this report

The Governors present their annual report together with the audited financial statements for the period 1st September 2023 to 31st July 2024, this is a 11 month period.. The annual report serves the purposes of both a trustees' report and a directors' report under company law. The Governors confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Status of the company

Copthorne School Trust Limited was incorporated under the Companies Acts 1948 to 1967 as a Company limited by guarantee on 2 January 1976, company number 01239211. The Company has charitable status with the number 270757. On the 1st February 2024 the sole member of the Copthorne School Trust Limited was Caterham School. The change of control occurred on the 1 February 2024 and all directors are appointed by the member.

Governing Body

The Governors of the Charity are the School's Board of Governors. The Board operates with two standing sub-committees: the Education Committee and the Finance and General Purposes Committee.

The Governors are covered by trustee indemnity insurance included in the School's insurance policy. Four of the Governors resigned in the 31 January 2024, and were replaced by the new Governors appointed by the sole member.

Mrs S Coutinho (legal surname: Seth) – Chair of Governors
T Chidgey (resigned on 31.01.2024)
Ms L Fegan (resigned on 31.01.2024)
Dr M Fegan (resigned on 31.01.2024)
S Gibbons
Mrs A Higgs (resigned on 31.01.2024)
B Moir (resigned 31.10.2024)
Ms P Jubraj (appointed 01.02.2024)
Mrs A Fletcher (appointed 01.02.2024)
O Byrne (appointed (01.02.2024)
Ms D Grimason (appointed 01.02.2024)

Governor training

All new Governors are inducted into the workings of the School. Individual Governors also attend specific training courses held by professional advisors and where appropriate cascade this information down to other Governors.

Registered office and principal address

Copthorne Prep School
Effingham Lane
Copthorne
West Sussex
RH10 3HR

Key executives and professional advisers

Headmaster:	N Close
Bursar/Secretary:	A Owens - resigned 31.01.2024 S Araniyasundaran - appointed 01.02.2024
Bankers:	National Westminster Bank, The Boulevard, Crawley, RH10 1XU CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET
Auditors:	Moore Kingston Smith LLP, 9 Appold Street, London, EC2A 2AP
Solicitors:	Veale Wasbrough Vizards LLP, Narrow Quay House, Narrow Quay, Bristol, BS1 4QA HCR LLP, 62 Cornhill, London EC£V 3NH DMH Stallard LLP, 3rd Floor, Origin One, 108 High Street, Crawley, RH10 1BD

Organisation

The Governors of the School act in the capacity of the Company's directors for the purposes of the Companies Act and in the capacity of trustees in respect of its charitable objectives under the Charities Act. Governors are appointed at the discretion of the Governing Body through an established recruitment process. The Governors meet on a termly basis to review and direct the general educational charitable objectives of the Charity. Additional meetings are convened as required. The Education Committee meets termly and oversees all aspects of academic activity and development together with pupil welfare and pastoral care. The termly meeting of the Finance and General Purposes Committee overseas all financial activities, Health, and Safety matters, as well as the oversight of the maintenance and development of the site and buildings.

The day-to-day operation of the School is controlled by the Headmaster and his Senior Leadership Team and the finances by the Bursar. Details of the Governors are shown on page 3.

The Headmaster is a member of the Incorporated Association of Prep Schools (IAPS). The School is a member of the Independent Schools' Bursars Association (ISBA), the Boarding Schools' Association (BSA) and the Association of Governing Bodies of Independent Schools (AGBIS). Guidance, support and advice is sought from the relevant associations.

Objects and principal activities as set out in the Memorandum are to promote and provide for the advancement of education and in connection therewith to conduct, carry on, acquire and develop in the United Kingdom any boarding or day school or schools for the education of children of either sex or both sexes.

Founded in 1902, Copthorne Prep School has developed an outstanding reputation for helping children to realise their full potential. By providing opportunities for all to succeed, children leave us as confident individuals, well prepared for their progression to senior schools of their choice. We inspire all our pupils to become lifelong learners, responsible global citizens and the very best that they can be.

We strive:

- To instil a desire for excellence in all areas of learning, celebrating effort as well as achievement
- To offer a well-considered, stimulating curriculum which provides opportunities for children to be challenged, to be curious and to develop as independent learners.
- To continue to develop the first-class pastoral care the School provides for pupils.
- To provide a nurturing environment where all children are happy, valued and encouraged to develop as individuals.
- To develop a strong sense of school community that is kind, inclusive and reflects the increasingly diverse and international dimension of school life.

- To provide strong pastoral care based on traditional Christian values of mutual respect towards all members of the community.
- To develop a partnership with pupils, parents and staff to promote a culture of trust, ambition and high achievement.
- To continue to monitor and review the key policies and procedures to ensure a safe environment for employees, pupils and visitors to the school.
- To provide continuing support to the pupils already in receipt of fee assistance through means tested financial assistance.
- To continue to develop the strategic development plan.

Academic Achievement

As demonstrated by recent developments in our curriculum, academic achievement and pupil progress at Copthorne Prep continue to be areas of excellence. This period, we embarked on a significant curriculum overhaul led by our new Heads of Department, who have worked to create a curriculum that is robust, forward-thinking, and well-structured. This new curriculum introduces global topics, integrates digital skills, and includes dedicated wellbeing and Edge lessons, all of which support our holistic academic vision.

We are especially proud of how technology has been seamlessly integrated into learning from the early years, with iPads now in use from Reception. Rileybot, our latest digital tool, engages pupils in subjects such as Maths, English, and Geography, where it supports problem-solving and exploration. The launch of our Innovation Wing, a new facility funded by Friends of Copthorne, further enriches this academic experience by providing pupils with access to age-appropriate technologies, including Sphero robots and interactive activity kits.

In the early years, our Flying Start Curriculum offers pupils a strong foundation in literacy, numeracy, and physical skills, with the support of specialist teachers in Games, PE, swimming, Languages, and Music. Collaboration between our Nursery and Reception classes ensures skill acquisition through shared planning, while adjustments to phonics provision emphasise phonological awareness from the start.

Our sports programme has also been restructured with a skills-based approach, supported by specialist teaching from Nursery onward. This period, we enhanced our swimming provision by bringing in a dedicated swimming teacher and introduced hockey. These efforts, alongside measurable targets for our Heads of Department, underscore our commitment to a rigorous and well-rounded academic environment.

Pupil Experience

At Copthorne Prep, we are dedicated to creating a pupil experience that is both enriching and transformative. This period, we introduced two major initiatives—The Copthorne Way and Learning Powers—that serve as guiding principles across the school. Developed by our pastoral team, these initiatives promote character development, positive learning behaviours, and align with our ethos. Learning Powers, represented by unique characters, help children build independence, resilience, and collaboration skills in their daily interactions, encouraging them to be curious and reflective learners.

The new Innovation Wing has quickly become a hub of excitement, providing pupils with hands-on experiences in robotics and interactive learning. Parents who attended the "Meet the Teacher" and Innovation Launch events offered positive feedback, noting the value of these resources in creating an innovative learning environment.

This period, we continued to expand our extracurricular programme, introducing new clubs such as the Critical Thinking Club, which has been very popular among pupils eager to explore subjects beyond the classroom. Additionally, our annual Sports and Global Presentation Evening provided parents with insights into our sports programme and the progressive steps we are implementing to enhance physical education at all levels.

Music also thrives at Copthorne Prep and is an integral part of our curriculum. We have a dedicated and dynamic group of visiting peripatetic music teachers under the leadership of our Head of Music, who provide individual music lessons across the school; nearly 80% of our pupils learn to play an instrument. The school maintains a strong orchestra, choir, and string groups, in addition to the full programme of soirees and musical performances. Copthorne Prep has achieved significant success in ABRSM (Associated Board of the Royal Schools of Music) exams and Trinity College exams, with pupils entering a variety of instruments and voice up to Grade 8 standard.

Public benefit

The school, in setting its objectives and planning its activities has given due regard to the duties set out in Section 17 of the Charities Act 2011 and the guidance given by the Charity Commission. During the period the School provided means tested bursaries, scholarships ,other discounts, including staff and sibling discounts, amounted to £165K.

In terms of financial hardship, the School is accessible and encourages parents to apply for assistance. Each bursary application is assessed on its own merits and awards are made accordingly and subject to the School's ability to fund these within the context of what is viable within its overall budget. The School also has a duty to ensure that bursary grants are applied fairly.

The School also reaches out to the local community to provide access to its facilities. During the period, Copthorne Junior School used the School site for various sport related activities.

Pay policy for senior staff

The School's key management personnel are its Senior Leadership Team which comprises the Headmaster, Bursar, Head of Pre-Prep & Nursery and Business Manager. Arrangements are in place for setting the remuneration for these personnel and, the Board has taken into consideration benchmark information and market pay for these roles.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Future plans

The School's focus remains on enabling its pupils to achieve the best outcomes possible. To support this, the Trustees have agreed strategic aims which incorporate educational developments, continued investment in staff, investment in innovation and technologies to support teaching and other school support services.

Principal risk and uncertainties

The Governors are responsible for the overseeing of the risks faced by the school. Detailed considerations of risk are delegated to the Senior Management of the School. Risks are identified, assessed and controls established throughout the period. Risk is managed under the headings of governance and management, law and regulation, external factors, and human resources.

The main risks that the Governors have identified and the plans to manage those risks are:

- Maintaining a high quality of education - managed by combining attractive staff remuneration with on-going investment in our estate and an approach to enrolment that works with supportive parents whose children have an appetite for learning.
- Safeguarding of children – managed through safeguarding policies, staff recruitment policies, pastoral support for both pupils and staff and active identification and resolution of health and safety related issues.
- Economic factors (including fee affordability) – in the short-term managed through effective cost management, financial planning and control, bursary policy, and maintaining a quality product.

The Board is committed to high standards of corporate governance and reviews its activities on a regular basis. The Board is responsible for the Charity's system of internal control and for reviewing its effectiveness.

Financial Review

The financial results of the school are set out on pages 13 and 14 of the accounts. The school generated income of £2.89m, costs to run the School amounted to £3.24m and fee discounts of £0.165m were given. At the period end the net assets were £2.287m including fixed assets of £2.627m, cash balances of £0.318m, fees received in advance and deposits, and other working capital of £0.139m.

Reserves policy

It is the Governors' policy to maintain reserves that will permit them to maintain and develop the School's facilities for the purpose of enhancing over time its ability to meet its long-term charitable objectives. To that end, the Governors seek to ensure that there are sufficient reserves to afford reasonable protection to the charitable company in the context of current and anticipated commitments and exposure to external and/or internal risks. The Governors review the reserves position regularly. At the period end unrestricted funds for the School stood at £2.287m (2023: £2.632m).

Information on fundraising practices

All fundraising activities for the School are carried out by School staff with assistance from the parents and pupils with the running of specific fundraising events. They decide, after consideration, which charities they wish to donate to therefore raising their awareness of both local and global issues. Charities varied from Crawley Open House, Children in Need, and the Royal British Legion to name but a few. The School does not use professional fundraisers or have any commercial participators. The school did not receive any complaints in respect of its fundraising activities.

Governors' responsibilities statement

The Governors (who are also directors of Copthorne School Trust Limited for the purposes of company law) are responsible for preparing the Governors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Governors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

Disclosure of information to auditors

Each of the persons who are Governors at the time when this Governors' report is approved has confirmed that:

- so far as that Governor is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Governor has taken all the steps that ought to have been taken as a Governor in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

Auditors

Moore Kinston Smith were appointed in May 2024 as auditors for the current financial period and reappointed for the financial year 2024/25 (ending 31 July 2025).

Signed on behalf of the Board of Governors and approved by them on 4th December 2024.



Mrs S Coutinho (Chair of Governors)

Opinion

We have audited the financial statements of Copthorne School Trust Limited ('the company') for the period ended 31 July 2024 which comprise of the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 July 2024 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

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

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' annual report for the financial period for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

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

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charitable company.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charitable company and considered that the most significant are the Companies Act 2006, the Charities Act 2011, the Charity SORP, and UK financial reporting standards as issued by the Financial Reporting Council

- We obtained an understanding of how the charitable company complies with these requirements by discussions with management and those charged with governance.

- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.

- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.

- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Moore Kingston Smith LLP

Neil Finlayson (Senior Statutory Auditor)
for and on behalf of Moore Kingston Smith LLP, Statutory Auditor
19 December 2024

9 Appold Street
London
EC2A 2AP

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (including summary Income and Expenditure)
FOR THE PERIOD ENDED 31ST JULY 2024

	Notes	Unrestricted Funds £'000	Restricted Funds £'000	Total Funds 2024 (11 months) £'000	2023 £'000
INCOME FROM:					
Charitable activities	3	2,817	-	**2,817**	3,685
Other trading activities	4	53	-	**53**	63
Investments	5	20	-	**20**	23
Total income		2,890	-	**2,890**	3,771
EXPENDITURE ON:					
Raising funds		17	-	**17**	47
Charitable activities		3,218	-	**3,218**	4,200
Total expenditure	7	3,235	-	**3,235**	4,247
NET INCOME		(345)	-	**(345)**	(476)
Transfer between funds		-	-	**-**	-
Net movement in funds		(345)	-	**(345)**	(476)
RECONCILIATION OF FUNDS:					
Fund balances at 1st September 2023		2,632	-	**2,632**	3,108
FUND BALANCES at 31st July 2024		2,287	-	**2,287**	2,632

There are no other recognised gains and losses other than the net income for the period. All operations and activities are continuing.

The notes on pages 16 to 27 form part of these Financial Statements.

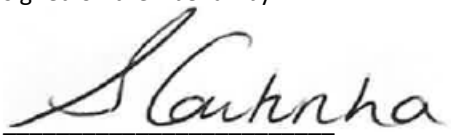
COPTHORNE SCHOOL TRUST LIMITED Company Number: 01239211

BALANCE SHEET

AS AT 31ST JULY 2024

	Notes		2024		2023
		£'000	£'000	£'000	£'000
FIXED ASSETS					
Tangible assets	10		2,627		2,772
CURRENT ASSETS					
Debtors	12	827		673	
Cash at bank and in hand		318		729	
		1,145		1,402	
CREDITORS: due within one year:	13	(1,006)		(1,085)	
Net current assets			139		317
Total assets less current liabilities			2,766		3,089
CREDITORS: due after more than one year:	14		(479)		(457)
TOTAL NET ASSETS			**2,287**		2,632
FUNDS					
Unrestricted funds	15		2,287		2,632
Restricted funds	15		-		-
TOTAL CHARITY FUNDS			**2,287**		2,632

The financial statements were approved and authorised for issue by the Board of Governors on 4th December 2024 and signed on their behalf by:



Mrs S Coutinho
Chair of Governors
The notes on pages 16 to 27 form part of these Financial Statements.

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDED 31ST JULY 2024

	2024 (11 months)		2023	
	£	£	£	£
Net cash flow from operating activities		(355)		(712)
Cash flow from investing activities				
Interest income received	20		23	
Purchase of tangible fixed assets	(19)		(50)	
Disposal of tangible fixed assets			6	
Net cash flow from investing activities		1		(21)
Cash flow from financing activities				
Receipt of loan	-		-	
Repayment of loan	(40)		(41)	
Payment of loan interest	(17)		(18)	
Net cash flow from financing activities		(57)		(60)
Net cash outflow		(411)		(792)
Cash and cash equivalents at 1st September		729		1522
Cash and cash equivalents at 31st July		**318**		**729**

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024 (11 months) £'000	2023 £'000
Net expenditure for the period/ year (as per Statement of Financial Activities)	(345)	(476)
Adjustment for:		
Depreciation charges	164	223
Loan interest	17	18
Loss/(Profit) on disposal of fixed assets	-	17
Investment income	(20)	(23)
(Increase)/decrease in stocks	-	-
(Increase)/decrease in debtors	(154)	(526)
Increase/(decrease) in creditors	(17)	55
Increase/(decrease) in cash provided by operating activities	**(355)**	**(712)**

The notes on pages 16 to 27 form part of these Financial Statements.

1. ACCOUNTING POLICIES

a) General information and basis of preparation

Copthorne School Trust Limited is a private charitable company, limited by guarantee, registered in England and Wales. The address of the registered office is given in the charity information on page 3 of these Financial Statements. The nature of the charity's operations and principal activities are detailed in the Governors' Report.

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

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1st January 2019.

The Financial Statements are prepared under the historical cost convention. The Financial Statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The Financial Statements have been prepared with an amended period end of 31 July 2024, for a 11-month period to align with the sole member's period end date of 31 July 2024.

The significant accounting policies applied in the preparation of these Financial Statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Going concern

Having reviewed the funding facilities available to the School together with the expected ongoing demand for places and the School's future projected cash flows, the Governors have a reasonable expectation that the School has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the Financial Statements as outlined in the Statement of Governors' responsibilities.

c) Income recognition

All income is included in the Statement of Financial Activities (**SOFA**) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Income from charitable activities includes school fees receivable, registration fees and fees from ancillary activities. School fees receivable consist of charges billed for the school period ending 31st July, less bursaries, discounts, and other allowances. Fees received for education to be provided in future years are carried forward as deferred income. Registration fees are non-refundable fees which are recognised once parents/guardians have committed for the child to attend the school in the school period ending 31st July. Income from ancillary activities is generated from additional activities such as music exam fees and after school clubs being offered to pupils in the school period ending 31st July.

1. ACCOUNTING POLICIES (CONT.)

Income from trading activities includes income earned from rents and lettings to raise funds for the charity. Income is received in exchange for renting out the buildings and fields of the School in order to raise funds and is recognised when entitlement has occurred.

Income from investments includes interest which is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Income from grants received are recognised when there is reasonable assurance that the School will comply with the conditions attaching to the grant and the grant will be received.

d) **Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds relates solely to marketing expenditure.
- Expenditure on charitable activities includes school operating costs such as teaching costs, welfare costs, premises costs and support costs. Finance and administrative staff costs and other support costs have been directly charged to the charitable main activity.

The irrecoverable element of VAT is included with the item of expense to which it relates.

e) **Support costs**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include administrative and governance costs. They are incurred directly in support of expenditure on the objects of the charity.

f) **Pension schemes**

The School contributes to a Teacher-specific defined contribution scheme and it is accounted for as such. The School also contributes to a defined contribution personal pension scheme for non-teaching staff. All contributions are included in pension costs in the period to which they relate.

The School also has members in the Independent Schools Pension Scheme (ISPS). ISPS is a funded scheme, and the assets are held separately from those of the school in separate trustee administered funds. The scheme trustee commissions an actuarial valuation of the scheme every three years using the prospective unit credit method. The ISPS is a multi-employer scheme, and these is insufficient information to use defined benefit scheme accounting, therefore the school accounts for the scheme as a defined contribution scheme and the contributions are recognised in the period to which they relate. Where the actuarial valuation reveals a shortfall of assets compared to liabilities, a liability for additional agreed contribution payments is recognised in full.

g) **Other employee benefits**

When employees have rendered service to the school, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

Termination payments are recognised as an expense at the amount expected to be paid when the termination is communicated to the affected employees.

1. ACCOUNTING POLICIES (CONT.)

h) **Operating leases**

Rentals payable under operating leases are charged to the SOFA on a straight-line basis over the period of the lease.

i) **Tangible fixed assets**

Tangible assets are stated at cost less accumulated depreciation. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets retained for use by the School at rates calculated to spread each asset's cost, less its estimated residual value at prices ruling at date of acquisition, over its expected useful economic life, which for each class of asset is initially assessed as averaging:

Freehold buildings and improvements	over 5 to 50 years
Plant and machinery	20% straight line
Motor vehicles	25% straight line
Fixtures and fittings	10% straight line

Items costing less than £1,500 are written off as an expense as acquired.

j) **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at the transaction price. Any losses arising from impairment are recognised in expenditure.

k) **Cash**

Cash at bank includes cash and short term highly liquid investments from the date of opening of the deposit or similar account.

l) **Financial Instruments**

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities and their measurement bases are as follows:

- Financial assets – trade and other debtors, shown in note 12, are measured at amortised cost less impairment. Cash is measured at face value.
- Financial liabilities shown in notes 13 and 14 - trade creditors, accruals and other creditors are measured at their transaction value.
- Bank loans are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest rate.

m) **Funds**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose. Further details of each fund are disclosed in note 15. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund are set out in the notes of the Financial Statements.

n) **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

o) **Government grants**

Government grants are recognised at the fair value of the asset received or receivable when there is a reasonable assurance that the grant conditions will be met, and the grants received. During the prior year the charity made use of the UK government coronavirus job retention scheme.

2. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:
The School makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

Under component accounting the freehold buildings are divided into major components which are considered to have substantially different useful lives. Judgement is used in allocating property costs between components and in determining the useful lives of each component and this judgement may have a material impact on the depreciation charge.

Critical areas of judgement:
Deposits held by the School repayable when a pupil leaves the School are included in other creditors falling due within one year to reflect the notice period which can be given.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2024	Restricted Funds 2024	**Total Funds 2024 (11 months)**	Total Funds 2023
	£'000	£'000	**£'000**	£'000
Gross fees	2,816	-	**2,816**	3,661
Less: bursaries, scholarships, and allowances	(165)	-	**(165)**	(272)
Add: other charges to pupils	161	-	**161**	291
Registration fees	5	-	**5**	5
	2,817	-	**2,817**	3,685

All income from charitable activities in the prior year was unrestricted.

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds **2024 (11 months)**	Total Funds 2023
	£	£	£	£
Rent and lettings	33	-	**33**	51
Sundry income	20	-	**20**	11
Profit on sale of assets	-	-	**-**	1
	53	-	**53**	63

All income from other trading activities in the prior year was unrestricted.

5. INVESTMENT INCOME

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds **2024 (11 months)**	Total Funds 2023
	£'000	£'000	£'000	£'000
Bank interest	20	-	**20**	23

All investment income in the prior year was unrestricted.

6. GOVERNANCE COSTS

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds **2024 (11 months)**	Total Funds 2023
	£	£	£	£
Auditor's remuneration - current period	18	-	**18**	15
Other accountancy costs	3	-	**3**	5
Other governance costs	3	-	**3**	1
	24	-	**24**	21

During the period, the Governors did not receive nor waive any remuneration from the School or other benefits in their capacity as directors and charity trustees. No expenses (2023: nil) were reimbursed to Governors for attending external meetings and seminars.

During the period, the children of 1 (2023 – 6) of the Governors attended the School. None of the children of the Governors received a bursary. Any applicable sibling discounts and scholarships have been awarded under the usual school criteria.

7. EXPENDITURE: analysis of total expenditure – Current period (11 months)

2024	Staff costs	Other	Dep'n	Total
Charitable activities	£'000	£'000	£'000	£'000
School operating costs				
Teaching	1,545	214	20	1,779
Welfare	118	98	-	216
Premises	148	382	144	674
Support	191	334	-	525
	2,002	1,028	164	**3,194**
Expenditure on governance	-	24	-	24
Expenditure on raising funds	-	17	-	17
	2,002	1,069	164	**3,235**

7. EXPENDITURE: analysis of total expenditure – Prior year

				2023
	Staff costs	Other	Dep'n	Total
Charitable activities	£'000	£'000	£'000	£'000
School operating costs				
Teaching	2,016	364	35	2,415
Welfare	185	129	-	314
Premises	164	417	187	768
Support	322	360	-	682
	2,687	1,270	222	**4,179**
Expenditure on governance	-	21	-	21
Expenditure on raising funds	-	47	-	47
	2,687	1,338	222	**4,247**

All expenditure in the current and prior year was unrestricted.

8. NET INCOME

Net income is stated after charging:	**2024 (11 months) £'000**	**2023 £'000**
Depreciation of tangible fixed assets	164	223
Auditor's remuneration – current period	18	15
Auditor's remuneration – non-audit services	-	5

9. STAFF COSTS

	2024 (11 months)	2023
	£'000	£'000
Wages and salaries	1,650	2,240
Employer's NI costs	153	198
Pension contributions	189	249
	1,992	2,687

Average number of monthly employees in the period:	**2024 Number**	2023 Number
Teaching and teaching support	45	56
Administration, domestic and maintenance staff	24	24
	69	80

The number of employees who received total employee benefits (excluding employer pension costs) of more than £60,000 is as follows:

	2024 (11 months)	2023
	£'000	£'000
£70,001 - £80,000	1	-
£80,001 - £90,000	1	1
£110,001 - £120,000	-	-
£140,001 - £150,000	-	-

Key management personnel are considered to be the School's Leadership Team, comprising the Headmaster, Bursar, Head of Nursery and Pre-Prep. The total remuneration and benefits received by key management personnel during the period was £0.224m (2023 - £0.457m). The total termination payments for all staff during the period was £95,103.

10. TANGIBLE FIXED ASSETS

	Freehold property	Plant & Machinery	Fixtures, fittings & IT	Motor vehicles	Assets under construction	11 months Total
	£'000	£'000	£'000	£'000	£'000	£'000
Cost						
At 1st September 2023	4,531	212	575	141	-	5,459
Additions	-	19	-	-	-	19
Disposals	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
At 31st July 2024	4,531	231	575	141	-	5,478
Depreciation						
At 1st September 2023	1,965	119	470	133	-	2,687
Charge for the period	93	32	36	3	-	164
Disposals	-	-	-	-	-	-
At 31st July 2024	2,058	151	506	136	-	2,851
Net Book Value						
At 31st July 2024	**2,473**	**80**	**69**	**5**	**-**	**2,627**
At 31st August 2023	**2566**	**93**	**106**	**7**	**-**	**2,772**

11. FIXED ASSET INVESTMENTS

Investment in Group Undertaking

On 13th November 1990, the Charity acquired 100 £1 Ordinary shares, for £nil consideration, representing the entire issued share capital of Copthorne School Services Limited, a company incorporated in England and Wales. Copthorne School Services Limited has remained dormant since incorporation in November 1990.

12. DEBTORS

	2024 (11 months)	2023
	£'000	£'000
Trade debtors	746	593
Other debtors	21	20
Prepayments	60	60
	827	673

13. CREDITORS: FALLING DUE WITHIN ONE YEAR

	2024 (11 months)	2023
	£'000	£'000
Trade creditors	69	98
Pension liability	-	-
Accruals and other creditors	31	37
Fees received in advance and deferred income	846	890
Bank loan	60	60
	1,006	1,085

14. CREDITORS: FALLING DUE MORE THAN ONE YEAR

	2024 (11 months)	2023
	£'000	£'000
Pension liability (see note 19)	62	68
Bank loan	326	366
Deposit held	92	23
	480	457

Reconciliation of movement in deferred income during the period

	2024 (11 months)	2023
	£'000	£'000
Beginning of the period	786	705
Released to the statement of financial activities	(785)	(706)
Received in the period	845	786
End of the year	**846**	785

Deferred income relates to fees received in advance.

Bank loan

	2024 (11 months)	2023
	£'000	£'000
Due within 1 year	60	60
Repayable in 1-2 years	60	60
Repayable in 2-5 years	179	179
Due in 5+ years	87	127
End of the period	**386**	426

The bank loan is secured by charge on freehold property and will be repaid over 10 years. The rate of interest on the loan is fixed at 3.62% pa.

15. FUNDS MOVEMENT – current period

	1 September 2023	Income	Expenditure	Transfers	**31 July 2024 (11 months)**
	£'000	£'000	£'000	£'000	**£'000**
Restricted funds	-	-	-	-	**-**
Unrestricted funds	2,632	2,890	(3,235)	-	**2,287**
	2,632	**2,890**	**(3,235)**	**-**	**2,287**

FUNDS MOVEMENT – prior year

	1 September 2022	Income	Expenditure	Transfers	31 August 2023
	£'000	£'000	£'000	£'000	£'000
Restricted funds	-	-	-	-	-
Unrestricted funds	3,108	3,771	(4,247)	-	2,632
	3,108	**3,771**	**(4,247)**	**-**	2,632

16. FUNDS: ANALYSIS OF NET ASSETS – current period

	Fixed Assets	Net Current Assets	Long Term Liabilities	**2024 (11 months) Fund Balances**
	£'000	£'000	£'000	£'000
Restricted funds	-	-	-	**-**
Unrestricted funds	2,627	139	(479)	**2,287**
	2,627	**139**	**(479)**	**2,287**

FUNDS: ANALYSIS OF NET ASSETS – prior year

	Fixed Assets	Net Current Assets	Long Term Liabilities	2023 Fund Balances
	£'000	£'000	£'000	£'000
Restricted funds	-	-	-	-
Unrestricted funds	2,772	324	(457)	**2,632**
	2,772	**324**	**(464)**	**2,632**

17. OPERATING LEASES

Operating lease payments totalling £18,983 (2023: £8,897) have been recognised as an expense in the Statement of Financial Activities.

At 31 August the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024 (11 months)	2023
	£'000	£'000
Due within 1 year	**1**	18
Due from 1-5 years	**4**	29
	5	**47**

18. RELATED PARTY TRANSACTIONS

There are related party transactions with the member, costs of £26K were paid by the member and was accrued as expenditure during the period (2023: £ nil).

19. PENSION SCHEMES

The school runs defined contribution personal pension schemes for those members of staff not entitled to join the defined contribution teacher's scheme: Aviva Pensions Trust for Independent Schools (APTIS). The net assets of the schemes are each held separately from those of the school in independently administered funds.

The pension cost for the period represents the school's contributions to these schemes of £189,000 (2023: £248,451) and there were no contributions due at the period end.

Contributions in respect of the school's defined contribution pension schemes are charged to the income and expenditure account for the period in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the period are shown as either accruals or prepayments at the period end.

Independent Schools' Pension Scheme

The school participates in this scheme, a multi-employer scheme which provides benefits to some 66 non-associated employers. The scheme is a defined benefit scheme in the UK. It is not possible for the school to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore, it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore, the school is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

19. PENSION SCHEMES (CONT)

A full actuarial valuation for the scheme was carried out with an effective date of 30 September 2020. This actuarial valuation showed assets of £201.1m, liabilities of £256.3m and a deficit of £55.2m. To eliminate this funding shortfall, the trustees and the participating employers have agreed that additional contributions will be paid, in combination from all employers to the scheme.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the scheme liabilities.

Where the scheme is in deficit and where the school has agreed to a deficit funding arrangement the school recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

The school is required to pay £7,588 per annum from 1 September 2023, increasing 3% each year, for the next 10 years until 30 June 2032. The provision held for the present value of the contributions as at 31 July 2024 is £59547.

There will be a review of progress at the next valuation.

20. MEMBERS' LIABILITY

The member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they cease to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves, such amount as may be required not exceeding £1.

21. ANALYSIS OF CHANGES IN NET DEBT

	At 1 September 2023	Cash flows	Other non cash changes	**At 31 July 2024 (11 months)**
	£'000	£'000	£'000	**£'000**
Cash at bank and in hand	729	(411)	-	**318**
Debt due within 1 year	(60)	40	(40)	**(60)**
Debt due after 1 year	(366)		40	**(326)**
	303	(371)	-	**(68)**

22. ULTIMATE CONTROLLING PARTY

The sole member of the charitable company Copthorne Prep School is Caterham school, the ultimate controlling company. Caterham School registered address is Harestone Valley Road, Caterham, Surrey CR3 6YA, company registration number 5410210 and charity registration number 1109508. Caterham School prepares consolidated accounts which includes Copthorne Prep School.

COPTHORNE SCHOOL TRUST LIMITED

England & Wales - Charity number 270757

Accounts

Company Number: 01239211
Charity Number: 270757

COPTHORNE SCHOOL TRUST LIMITED t/a COPTHORNE PREP SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST AUGUST 2023

COPTHORNE
PREPARATORY SCHOOL

COPTHORNE SCHOOL TRUST LIMITED

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The purpose of this report

The Governors present their annual report together with the audited financial statements for the period 1st September 2022 to 31st August 2023. The annual report serves the purposes of both a trustees' report and a directors' report under company law. The Governors confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Status of the company

Copthorne School Trust Limited was incorporated under the Companies Acts 1948 to 1967 as a Company limited by guarantee on 2 January 1976, company number 01239211. The Company has charitable status with the number 270757. On 1st December 2021, a resolution was passed by the Board that the updated articles of association be adopted and filed with both Companies House and the Charity Commission.

Governing Body

The Governors of the Charity are the School's Board of Governors. The Board operates with two standing sub-committees; the Education Committee and the Finance and General Purposes Committee.

The Governors are covered by trustee indemnity insurance included in the School's insurance policy.

Mrs S Coutinho (legal surname: Seth) – Chair of Governors
T Chidgey
Ms L Fegan
Dr M Fegan
S Gibbons
Mrs A Higgs
B Moir

Governor training

All new Governors are inducted into the workings of the School. Individual Governors also attend specific training courses held by professional advisors and where appropriate cascade this information down to other Governors.

Registered office and principal address

Copthorne Prep School
Effingham Lane
Copthorne
West Sussex
RH10 3HR

Key executives and professional advisers

Headmaster:	N Close
Bursar/Secretary:	P Flowerday - resigned 19 May 2023 A Owens - appointed 24 April 2023
Bankers:	National Westminster Bank, The Boulevard, Crawley, RH10 1XU CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET
Auditors:	Kreston Reeves LLP, Springfield House, Springfield Road, Horsham, RH12 2RG
Solicitors:	Veale Wasbrough Vizards LLP, Narrow Quay House, Narrow Quay, Bristol, BS1 4QA DMH Stallard LLP, 3rd Floor, Origin One, 108 High Street, Crawley, RH10 1BD

Organisation

The Governors of the School act in the capacity of the Company's directors for the purposes of the Companies Act and in the capacity of trustees in respect of its charitable objectives under the Charities Act. Governors are appointed at the discretion of the Governing Body through an established recruitment process. The Governors meet on a termly basis to review and direct the general educational charitable objectives of the Charity. Additional meetings are convened as required. The Education Committee meets termly and oversees all aspects of academic activity and development together with pupil welfare and pastoral care. The termly meeting of the Finance and General Purposes Committee overseas all financial activities, Health, and Safety matters, as well as the oversight of the maintenance and development of the site and buildings.

The day-to-day operation of the School is controlled by the Headmaster and his Senior Leadership Team and the finances by the Bursar. Details of the Governors are shown on page 3.

The Headmaster is a member of the Incorporated Association of Prep Schools (IAPS). The School is a member of the Independent Schools' Bursars Association (ISBA), the Boarding Schools' Association (BSA) and the Association of Governing Bodies of Independent Schools (AGBIS). Guidance, support and advice is sought from the relevant associations.

Objects and principal activities

The objects as set out in the Memorandum are to promote and provide for the advancement of education and in connection therewith to conduct, carry on, acquire and develop in the United Kingdom any boarding or day school or schools for the education of children of either sex or both sexes.

Founded in 1902, Copthorne Prep School has developed an outstanding reputation for helping children to realise their full potential. By providing opportunities for all to succeed, children leave us as confident individuals, well prepared for their progression to senior schools of their choice. We inspire all our pupils to become lifelong learners, responsible global citizens and the very best that they can be.

We strive:

- To instil a desire for excellence in all areas of learning, celebrating effort as well as achievement
- To offer a well-considered, stimulating curriculum which provides opportunities for children to be challenged, to be curious and to develop as independent learners.
- To continue to develop the first-class pastoral care the School provides for pupils.
- To provide a nurturing environment where all children are happy, valued and encouraged to develop as individuals.
- To develop a strong sense of school community that is kind, inclusive and reflects the increasingly diverse and international dimension of school life.

- To provide strong pastoral care based on traditional Christian values of mutual respect towards all members of the community.
- To develop a partnership with pupils, parents and staff to promote a culture of trust, ambition and high achievement.
- To continue to monitor and review the key policies and procedures to ensure a safe environment for employees, pupils and visitors to the school.
- To provide continuing support to the pupils already in receipt of fee assistance through means tested financial assistance.
- To continue to develop the strategic development plan.

Review of activities and future developments

Academic Achievement
As mentioned in the most recent ISI report, the achievement and progress of pupils at Copthorne Prep are excellent. Pupils successfully transition to secondary education in both the state and independent sectors, and this year, we're proud to report that 27 scholarships were awarded to our leavers.

Pupil Experience
At Copthorne Prep, we take pride in offering a diverse and comprehensive education. We firmly believe that enjoyment and inclusivity should go hand in hand with high standards and the pursuit of excellence. In the current academic year, we have not only maintained our tradition of achieving outstanding academic results, but we have once again dominated the sports scene both locally and at national level. Notable successes include our U13 girls' netball team, who were crowned IAPS U13 champions, and our U11 Cross Country runners who achieved podium placements at the Malvern Championships. Our excellent and extensive sport facilities, including indoor swimming pool, full-sized floodlit Astro pitch, four hardcourt tennis courts, and a spacious sports hall, enable all pupils to take part at a standard that is best suited to their abilities. Pupils are introduced to a wide range of physical education skills through the Pre-Prep and these skills are then developed in the Prep School in both team and individual disciplines.

Once again, we've enjoyed considerable success in chess this year solidifying our reputation as one of the leading chess schools in the South of England. Five of our pupils competed in the national finals this year, with two earning places on the England Chess Team.

Our pupils have also had the privilege of participating in exceptional musical and dramatic performances, as well as a diverse and exciting co-curricular program ranging from tower climbing to philosophy, all of which is accessible to everyone.

Our approach to education centres around discovery-led, inquiry-based learning and skill acquisition, with teachers serving as facilitators rather than mere sources of academic knowledge. These skills extend beyond academics and are integrated into the creative and performing arts, practical areas such as design technology and Lego. Pupils develop woodworking skills to create birdhouses and utilise technology like robotics, computer-aided design, and micro controllers to gain insights into the work of engineers.

Our strategic development plan aims to provide a curriculum that adapts to the evolving demands of the twenty-first century workplace. We focus on developing teaching and learning methods to nurture confident, inquisitive, and empathetic pupils who possess a clear sense of their identity and aspirations.

We continue to leverage our remarkable grounds, providing opportunities for our children to experience Forest School, learn about sustainability, engage in den building, and explore various flora and fauna. Pupils of all ages have the chance to partake in outdoor learning, reinforcing traditional knowledge through interaction with the natural world.

Music also thrives at Copthorne Prep and is an integral part of our curriculum. We have a dedicated and dynamic group of visiting peripatetic music teachers under the leadership of our Head of Music, who provide individual music lessons across the school; nearly 80% of our pupils learn to play an instrument. The school maintains a strong orchestra, choir, and string groups, in addition to the full programme of soirees and musical performances. Copthorne Prep has achieved significant success in ABRSM (Associated Board of the Royal Schools of Music) exams and Trinity College exams, with pupils entering a variety of instruments and voice up to Grade 8 standard.

Public benefit

The School, in setting its objectives and planning its activities has given due regard to the duties set out in Section 17 of the Charities Act 2011 and the guidance given by the Charity Commission. During the year the School provided means tested bursaries and scholarships amounting to £177,539. Other discounts, including staff and sibling discounts, amounted to £94,501.

In terms of financial hardship, the School is accessible and encourages parents to apply for assistance. Each bursary application is assessed on its own merits and awards are made accordingly and subject to the School's ability to fund these within the context of what is viable within its overall budget. The School also has a duty to ensure that bursary grants are applied fairly.

The School also reaches out to the local community to provide access to its facilities. During the year, Copthorne Junior School used the School site for various sport related activities.

Pay policy for senior staff

The School's key management personnel are its Senior Leadership Team which comprises the Headmaster, Deputy Head, Bursar, Head of Pre-Prep & Nursery, Director of Wellbeing, and the Head of HR. Arrangements are in place for setting the remuneration for these personnel and, the Board has taken into consideration benchmark information and market pay for these roles. This exercise, together with the overall remuneration of other personnel, forms part of the Board's annual salary review, as part of the budget process, which again takes account of market rates of pay and relevant benchmark reports.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

The governors are fully aware of and recognise the challenges facing the school as a standalone prep school and the independent education sector as a whole at the present time and in the future. As part of reviewing our strategic plan, we are looking for solutions that will allow us to retain the unique ethos and values of Copthorne, enhance our educational offering, maximise our efficiencies and most importantly ensure we offer the best outcomes for all our pupils for many years to come.

Principal risk and uncertainties

The Governors are responsible for the overseeing of the risks faced by the School. Detailed considerations of risk are delegated to the Senior Management of the School. Risks are identified, assessed and controls established throughout the year. Risk is managed under the headings of governance and management, law and regulation, external factors, and human resources.

The main risks that the Governors have identified and the plans to manage those risks are:

- Maintaining a high quality of education - managed by combining attractive staff remuneration with on-going investment in our estate and an approach to enrolment that works with supportive parents whose children have an appetite for learning.
- Safeguarding of children – managed through safeguarding policies, staff recruitment policies, pastoral support for both pupils and staff and active identification and resolution of health and safety related issues.
- Economic factors (including fee affordability) – in the short-term managed through effective cost management, financial planning and control, bursary policy, and maintaining a quality product.

The Board is committed to high standards of corporate governance and reviews its activities on a regular basis. The Board is responsible for the Charity's system of internal control and for reviewing its effectiveness.

Financial Review

The financial results of the school are set out on pages 13 and 14 of the accounts. The school generated income of £3,770,633, costs to run the School amounted to £4,246,907 and fee discounts of £272,040 were given. At the year end the net assets were £2,631,782 including fixed assets of £2,771,790, cash balances of £729,244, fees received in advance and deposits of £882,781 and other working capital.

Reserves policy

It is the Governors' policy to maintain reserves that will permit them to maintain and develop the School's facilities for the purpose of enhancing over time its ability to meet its long-term charitable objectives. To that end, the Governors seek to ensure that there are sufficient reserves to afford reasonable protection to the charitable company in the context of current and anticipated commitments and exposure to external and/or internal risks. The Governors review the reserves position regularly.

At the year-end unrestricted funds for the School stood at £2,631,782 (2022: £3,108,056). After deducting the carrying value of tangible fixed assets held for the School's own use, free reserves, as defined by the Charity Commission, were (£140,008) (2022: £140,157). Whilst this is currently lower than the target of one term's expenditure, it reflects the significant investment in the School's grounds, buildings, and facilities. This is common in independent schools which have to finance their own capital investment.

Information on fundraising practices

All fundraising activities for the School are carried out by School staff with assistance from the parents and pupils with the running of specific fundraising events. They decide, after consideration, which charities they wish to donate to therefore raising their awareness of both local and global issues. Charities varied from Crawley Open House, Children in Need, and the Royal British Legion to name but a few. The School does not use professional fundraisers or have any commercial participators. The school did not receive any complaints in respect of its fundraising activities.

Governors' responsibilities statement

The Governors (who are also directors of Copthorne School Trust Limited for the purposes of company law) are responsible for preparing the Governors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Governors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Governors at the time when this Governors' report is approved has confirmed that:

- so far as that Governor is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Governor has taken all the steps that ought to have been taken as a Governor in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

Auditors

Kreston Reeves LLP have expressed their willingness to continue as auditors for the next financial year.

Signed on behalf of the Board of Governors and approved by them on 13th November 2023



Mrs S Coutinho (Chair of Governors)

Opinion

We have audited the Financial Statements of Copthorne School Trust Limited (the 'charitable company') for the year ended 31st August 2023 which comprise the Statement of financial activities including a summary income and expenditure account, the Balance Sheet, the Statement of cash flows and notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the Financial Statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st August 2023, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the Financial Statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the Financial Statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the governors' annual report, other than the Financial Statements and our auditor's report thereon. The governors are responsible for the other information contained within the governors' annual report. Our opinion on the Financial Statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Financial Statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the Financial Statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the governors' responsibilities statement set out on page 8, the governors (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the Financial Statements and for being satisfied that they give a true and fair view, and for such internal control as the governors determine is necessary to enable the preparation of Financial Statements that are free from material misstatement, whether due to fraud or error.

In preparing the Financial Statements, the governors are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the governors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the Financial Statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the Financial Statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these Financial Statements.

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

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the charitable company and industry, and through discussion with the directors and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to safeguarding, health and safety, and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011, Companies Act 2006, Charities Statement of Recommended Practice 2019 and pension legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to management bias in accounting estimates and judgemental areas of the financial statements. Audit procedures performed by the engagement team included:

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud, and review of the reports made by management; and
- Assessment of identified fraud risk factors; and
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Performing analytical procedures with automated data analytics tools to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Reading minutes of meetings of those charged with governance and reviewing correspondence with relevant tax and regulatory authorities; and
- Review of significant and unusual transactions and evaluation of the underlying financial rationale supporting the transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Financial Statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the Financial Statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.

- Evaluate the overall presentation, structure, and content of the Financial Statements, including the disclosures, and whether the Financial Statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Kreston Reeves LLP

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Kreston Reeves LLP

Kreston Reeves LLP
Chartered Accountants and Statutory Auditor
Horsham

Dated: 14 November 2023

Kreston Reeves LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (including summary Income and Expenditure)
FOR THE YEAR ENDED 31ST AUGUST 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	2022 £
INCOME FROM:					
Charitable activities	3	3,684,895	-	**3,684,895**	3,880,127
Other trading activities	4	62,648	-	**62,648**	79,091
Investments	5	23,090	-	**23,090**	1,399
Total income		3,770,633	-	**3,770,633**	3,960,617
EXPENDITURE ON:					
Raising funds		46,585	-	**46,585**	30,376
Charitable activities		4,200,322	-	**4,200,322**	4,245,364
Total expenditure	7	4,246,907	-	**4,246,907**	4,275,740
NET INCOME		(476,274)	-	**(476,274)**	(315,123)
Transfer between funds		-	-	**-**	-
Net movement in funds		(476,274)	-	**(476,274)**	(315,123)
RECONCILIATION OF FUNDS:					
Fund balances at 1st September 2022		3,108,056	-	**3,108,056**	3,423,179
FUND BALANCES at 31st August 2023		2,631,782	-	**2,631,782**	3,108,056

There are no other recognised gains and losses other than the net income for the year. All operations and activities are continuing.

The notes on pages 16 to 27 form part of these Financial Statements.

COPTHORNE SCHOOL TRUST LIMITED Company Number: 01239211

BALANCE SHEET

AS AT 31ST AUGUST 2023

	Notes		2023		2022
		£	£	£	£
FIXED ASSETS					
Tangible assets	10		2,771,790		2,967,899
CURRENT ASSETS					
Debtors	12	672,543		146,585	
Cash at bank and in hand		729,244		1,521,840	
		1,401,787		1,668,425	
CREDITORS: due within one year:	13	(1,084,646)		(1,032,964)	
Net current assets			324,223		635,461
Total assets less current liabilities			3,096,013		3,603,360
CREDITORS: due after more than one year:	14		(457,149)		(495,304)
TOTAL NET ASSETS			**2,631,782**		3,108,056
FUNDS					
Unrestricted funds	15		2,631,782		3,108,056
Restricted funds	15		-		-
TOTAL CHARITY FUNDS			**2,631,782**		3,108,056

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006. The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006. However an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements. The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board of Governors on 13th November 2023 and signed on their behalf by:



Mrs S Coutinho
Chair of Governors

The notes on pages 16 to 27 form part of these Financial Statements.

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST AUGUST 2023

	2023		2022	
	£	£	£	£
Net cash flow from operating activities		(712,130)		170,517
Cash flow from investing activities				
Interest income received	23,090		1,399	
Purchase of tangible fixed assets	(49,735)		(816,393)	
Disposal of tangible fixed assets	5,800		9,000	
Net cash flow from investing activities		(20,845)		(805,994)
Cash flow from financing activities				
Receipt of loan	-		500,000	
Repayment of loan	(41,348)		(33,337)	
Payment of loan interest	(18,273)		(6,410)	
Net cash flow from financing activities		(59,621)		460,253
Net cash flow		(792,546)		(175,224)
Cash and cash equivalents at 1st September		1,521,840		1,697,064
Cash and cash equivalents at 31st August		**729,244**		**1,521,840**

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023	2022
	£	£
Net expenditure for the year (as per Statement of Financial Activities)	(476,274)	(315,123)
Adjustment for:		
Depreciation charges	222,548	223,191
Loan interest	18,273	6,410
Loss/(Profit) on disposal of fixed assets	17,496	(9,000)
Investment income	(23,090)	(1,399)
(Increase)/decrease in stocks	-	(44,962)
(Increase)/decrease in debtors	(525,958)	(46,771)
Increase/(decrease) in creditors	54,875	174,705
Increase/(decrease) in cash provided by operating activities	**(712,130)**	**170,517**

The notes on pages 16 to 27 form part of these Financial Statements.

1. ACCOUNTING POLICIES

a) General information and basis of preparation

Copthorne School Trust Limited is a private charitable company, limited by guarantee, registered in England and Wales. The address of the registered office is given in the charity information on page 3 of these Financial Statements. The nature of the charity's operations and principal activities are detailed in the Governors' Report.

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

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1st January 2019.

The Financial Statements are prepared under the historical cost convention. The Financial Statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these Financial Statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Going concern

Having reviewed the funding facilities available to the School together with the expected ongoing demand for places and the School's future projected cash flows, the Governors have a reasonable expectation that the School has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the Financial Statements as outlined in the Statement of Governors' responsibilities.

c) Income recognition

All income is included in the Statement of Financial Activities (**SOFA**) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Income from charitable activities includes school fees receivable, registration fees and fees from ancillary activities. School fees receivable consist of charges billed for the school year ending 31st August, less bursaries, discounts, and other allowances. Fees received for education to be provided in future years are carried forward as deferred income. Registration fees are non-refundable fees which are recognised once parents/guardians have committed for the child to attend the school in the school year ending 31st August. Income from ancillary activities is generated from additional activities such as music exam fees and after school clubs being offered to pupils in the school year ending 31st August.

1. ACCOUNTING POLICIES (CONT.)

Income from trading activities includes income earned from rents and lettings to raise funds for the charity. Income is received in exchange for renting out the buildings and fields of the School in order to raise funds and is recognised when entitlement has occurred.

Income from investments includes interest which is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Income from grants received are recognised when there is reasonable assurance that the School will comply with the conditions attaching to the grant and the grant will be received.

d) **Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds relates solely to marketing expenditure.
- Expenditure on charitable activities includes school operating costs such as teaching costs, welfare costs, premises costs and support costs. Finance and administrative staff costs and other support costs have been directly charged to the charitable main activity.

The irrecoverable element of VAT is included with the item of expense to which it relates.

e) **Support costs**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include administrative and governance costs. They are incurred directly in support of expenditure on the objects of the charity.

f) **Pension schemes**

The School contributes to a Teacher-specific defined contribution scheme and it is accounted for as such. The School also contributes to a defined contribution personal pension scheme for non-teaching staff. All contributions are included in pension costs in the period to which they relate.

The School also has members in the Independent Schools Pension Scheme (ISPS). ISPS is a funded scheme, and the assets are held separately from those of the school in separate trustee administered funds. The scheme trustee commissions an actuarial valuation of the scheme every three years using the prospective unit credit method. The ISPS is a multi-employer scheme, and these is insufficient information to use defined benefit scheme accounting, therefore the school accounts for the scheme as a defined contribution scheme and the contributions are recognised in the period to which they relate. Where the actuarial valuation reveals a shortfall of assets compared to liabilities, a liability for additional agreed contribution payments is recognised in full.

g) **Other employee benefits**

When employees have rendered service to the school, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

Termination payments are recognised as an expense at the amount expected to be paid when the termination is communicated to the affected employees.

1. ACCOUNTING POLICIES (CONT.)

h) **Operating leases**

Rentals payable under operating leases are charged to the SOFA on a straight-line basis over the period of the lease.

i) **Tangible fixed assets**

Tangible assets are stated at cost less accumulated depreciation. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets retained for use by the School at rates calculated to spread each asset's cost, less its estimated residual value at prices ruling at date of acquisition, over its expected useful economic life, which for each class of asset is initially assessed as averaging:

Freehold buildings and improvements	over 5 to 50 years
Plant and machinery	20% straight line
Motor vehicles	25% straight line
Fixtures and fittings	10% straight line

Items costing less than £1,500 are written off as an expense as acquired.

j) **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at the transaction price. Any losses arising from impairment are recognised in expenditure.

k) **Cash**

Cash at bank includes cash and short term highly liquid investments from the date of opening of the deposit or similar account.

l) **Financial Instruments**

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities and their measurement bases are as follows:

- Financial assets – trade and other debtors, shown in note 12, are measured at amortised cost less impairment. Cash is measured at face value.
- Financial liabilities shown in notes 13 and 14 - trade creditors, accruals and other creditors are measured at their transaction value.
- Bank loans are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest rate.

m) **Funds**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose. Further details of each fund are disclosed in note 15. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund are set out in the notes of the Financial Statements.

n) **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

o) **Government grants**

Government grants are recognised at the fair value of the asset received or receivable when there is a reasonable assurance that the grant conditions will be met, and the grants received. During the prior year the charity made use of the UK government coronavirus job retention scheme.

2. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:
The School makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

Under component accounting the freehold buildings are divided into major components which are considered to have substantially different useful lives. Judgement is used in allocating property costs between components and in determining the useful lives of each component and this judgement may have a material impact on the depreciation charge.

Critical areas of judgement:
Deposits held by the School repayable when a pupil leaves the School are included in other creditors falling due within one year to reflect the notice period which can be given.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds **2023** £	Total Funds 2022 £
Gross fees	3,661,509	-	3,661,509	3,943,379
Less: bursaries, scholarships, and allowances	(272,040)	-	(272,040)	(313,369)
Add: other charges to pupils	290,726	-	290,726	243,717
Registration fees	4,700	-	4,700	6,400
	3,684,895	-	**3,684,895**	3,880,127

All income from charitable activities in the prior year was unrestricted.

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds **2023** £	Total Funds 2022 £
Rent and lettings	50,363	-	50,363	54,866
Sundry income	11,093	-	11,093	15,225
Profit on sale of assets	1,192	-	1,192	9,000
	62,648	-	**62,648**	79,091

All income from other trading activities in the prior year was unrestricted.

5. INVESTMENT INCOME

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds **2023** £	Total Funds 2022 £
Bank interest	23,090	-	**23,090**	1,399

All investment income in the prior year was unrestricted.

6. GOVERNANCE COSTS

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds **2023** £	Total Funds 2022 £
Auditor's remuneration - current year	15,000	-	15,000	14,400
Other accountancy costs	5,396	-	5,396	4,003
Other governance costs	800	-	800	2,780
	21,196	-	**21,196**	21,183

During the year, the Governors did not receive nor waive any remuneration from the School or other benefits in their capacity as directors and charity trustees. No expenses (2022: nil) were reimbursed to Governors for attending external meetings and seminars.

During the year, the children of 6 (2022 – 3) of the Governors attended the School. None of the children of the Governors received a bursary. Any applicable sibling discounts and scholarships have been awarded under the usual school criteria.

7. EXPENDITURE: analysis of total expenditure – Current year

				2023
	Staff costs	Other	Dep'n	Total
Charitable activities	£	£	£	£
School operating costs				
Teaching	2,015,655	364,126	35,110	2,414,891
Welfare	184,562	129,253	-	313,815
Premises	164,352	416,582	187,439	768,373
Support	322,245	359,802	-	682,047
	2,686,814	1,269,763	222,549	**4,179,126**
Expenditure on governance	-	21,196	-	21,196
Expenditure on raising funds	-	46,585	-	46,585
	2,686,814	1,337,544	222,549	**4,246,907**

7. EXPENDITURE: analysis of total expenditure – Prior year

				2022
	Staff costs	Other	Dep'n	Total
Charitable activities	£	£	£	£
School operating costs				
Teaching	2,174,717	307,632	31,362	2,513,711
Welfare	179,454	125,870	-	305,324
Premises	166,361	478,914	191,829	837,104
Support	330,318	237,724	-	568,042
	2,850,850	1,150,140	223,191	**4,224,181**
Expenditure on governance	-	21,183	-	21,183
Expenditure on raising funds	-	30,376	-	30,376
	2,850,850	1,201,699	223,191	**4,275,740**

All expenditure in the current and prior year was unrestricted.

8. NET INCOME

Net income is stated after charging:	**2023**	**2022**
	£	**£**
Depreciation of tangible fixed assets	222,549	223,191
Auditor's remuneration – current year	15,000	14,400
Auditor's remuneration – non-audit services	5,396	4,003

9. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	2,240,056	2,391,678
Employer's NI costs	198,307	225,400
Pension contributions	248,451	233,772
	2,686,814	2,850,850

Average number of monthly employees in the year:	2023 Number	2022 Number
Teaching and teaching support	56	56
Administration, domestic and maintenance staff	24	35
	80	91

The number of employees who received total employee benefits (excluding employer pension costs) of more than £60,000 is as follows:

	2023	2022
	£	£
£70,001 - £80,000	-	1
£80,001 - £90,000	1	1
£110,001 - £120,000	-	-
£140,001 - £150,000	-	1

Key management personnel are considered to be the School's Leadership Team, comprising the Headmaster, Bursar, Deputy Head, Head of Nursery and Pre-Prep, Director of Wellbeing and the Head of HR. The total remuneration and benefits received by key management personnel during the year was £457,030 (2022 - £546,447).

10. TANGIBLE FIXED ASSETS

	Freehold property	Plant & Machinery	Fixtures, fittings & IT	Motor vehicles	Assets under construction	Total
	£	£	£	£	£	£
Cost						
At 1st September 2022	4,509,770	211,697	533,244	141,149	39,900	5,435,760
Additions	-	-	42,235	7,500	-	49,735
Disposals	(18,687)	-	-	(7,900)	-	(26,587)
Transfers	39,900	-	-	-	(39,900)	-
At 31st August 2023	4,530,983	211,697	575,479	140,749	-	5,458,908
Depreciation						
At 1st September 2022	1,851,273	84,464	403,238	128,886	-	2,467,861
Charge for the year	113,917	34,119	66,544	7,969	-	222,549
Disposals	-	-	-	(3,292)	-	(3,292)
At 31st August 2023	1,965,190	118,583	469,782	133,563	-	2,687,118
Net Book Value						
At 31st August 2023	**2,565,793**	**93,114**	**105,697**	**7,186**	**-**	**2,771,790**
At 31st August 2022	**2,658,497**	**127,233**	**130,006**	**12,263**	**39,900**	**2,967,899**

11. FIXED ASSET INVESTMENTS

Investment in Group Undertaking

On 13th November 1990, the Charity acquired 100 £1 Ordinary shares, for £nil consideration, representing the entire issued share capital of Copthorne School Services Limited, a company incorporated in England and Wales. Copthorne School Services Limited has remained dormant since incorporation in November 1990.

12. DEBTORS

	2023	2022
	£	£
Trade debtors	592,544	13,545
Other debtors	19,679	16,879
Prepayments	60,320	116,161
	672,543	146,585

13. CREDITORS: FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	98,532	42,772
Pension liability	-	-
Accruals and other creditors	36,631	128,640
Fees received in advance and deposits held	889,863	801,932
Bank loan	59,620	59,620
	1,084,646	1,032,964

14. CREDITORS: FALLING DUE MORE THAN ONE YEAR

	2023	2022
	£	£
Pension liability (see note 19)	67,849	57,574
Bank loan	365,695	407,043
Fees received in advance	23,605	30,687
	457,149	495,304

Reconciliation of movement in deferred income during the year

	2023	2022
	£	£
Beginning of the year	705,369	586,232
Released to the statement of financial activities	(705,369)	(586,232)
Received in the year	785,531	705,369
End of the year	**785,531**	705,369

Deferred income relates to fees received in advance.

Bank loan

	2023	2022
	£	£
Due within 1 year	59,620	59,620
Repayable in 1-2 years	59,620	59,620
Repayable in 2-5 years	178,861	178,861
Due in 5+ years	127,214	168,562
End of the year	**425,315**	466,663

The bank loan is secured by charge on freehold property and will be repaid over 10 years. The rate of interest on the loan is fixed at 3.62% pa.

15. FUNDS MOVEMENT – current year

	1 September 2022	Income	Expenditure	Transfers	**31 August 2023**
	£	£	£	£	**£**
Restricted funds	-	-	-	-	**-**
Unrestricted funds	3,108,056	3,770,633	(4,246,907)	-	**2,631,782**
	3,108,056	**3,770,633**	**(4,246,907)**	**-**	**2,631,782**

FUNDS MOVEMENT – prior year

	1 September 2021	Income	Expenditure	Transfers	31 August 2022
	£	£	£	£	£
Restricted funds	56,114	-	-	(56,114)	-
Unrestricted funds	3,366,809	3,960,617	(4,275,740)	56,114	3,108,056
	3,422,923	**3,960,617**	**(4,275,740)**	**-**	3,108,056

In the prior year restricted funds were comprised of £25,000 received for a classroom block and £31,114 for the funds received from the Astro pitch appeal.

Transfers in the prior year represent amounts which have been fully spent on fixed assets.

16. FUNDS: ANALYSIS OF NET ASSETS – current year

	Fixed Assets	Net Current Assets	Long Term Liabilities	**2023 Fund Balances**
	£	£	£	£
Restricted funds	-	-	-	**-**
Unrestricted funds	2,771,790	324,223	(464,231)	**2,631,782**
	2,771,790	**324,223**	**(464,231)**	**2,631,782**

FUNDS: ANALYSIS OF NET ASSETS – prior year

	Fixed Assets	Net Current Assets	Long Term Liabilities	2022 Fund Balances
	£	£	£	£
Restricted funds	-	-	-	-
Unrestricted funds	2,967,899	635,461	(495,304)	3,108,056
	2,967,899	**635,461**	**(495,304)**	**3,108,056**

17. OPERATING LEASES

Operating lease payments totalling £18,983 (2022: £8,897) have been recognised as an expense in the Statement of Financial Activities.

At 31 August the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023	2022
	£	£
Due within 1 year	**17,816**	8,808
Due from 1-5 years	**29,108**	10,347
	46,924	**19,155**

18. RELATED PARTY TRANSACTIONS

There are no related party transactions during the period (2022: £ nil).

19. PENSION SCHEMES

The school runs defined contribution personal pension schemes for those members of staff not entitled to join the defined contribution teacher's scheme: Aviva Pensions Trust for Independent Schools (APTIS). The net assets of the schemes are each held separately from those of the school in independently administered funds.

The pension cost for the year represents the school's contributions to these schemes of £248,451 (2022: £233,722) and there were no contributions due at the year end.

Contributions in respect of the school's defined contribution pension schemes are charged to the income and expenditure account for the year in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

Independent Schools' Pension Scheme

The school participates in this scheme, a multi-employer scheme which provides benefits to some 66 non-associated employers. The scheme is a defined benefit scheme in the UK. It is not possible for the school to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore, it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore, the school is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

19. PENSION SCHEMES (CONT)

A full actuarial valuation for the scheme was carried out with an effective date of 30 September 2021. This actuarial valuation showed assets of £211.1m, liabilities of £249.4m and a deficit of £38.2m. To eliminate this funding shortfall, the trustees and the participating employers have agreed that additional contributions will be paid, in combination from all employers to the scheme.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the scheme liabilities.

Where the scheme is in deficit and where the school has agreed to a deficit funding arrangement the school recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

The school is required to pay £7,457 per annum from 1 September 2022, increasing 3% each year, for the next 10 years until 30 June 2032. The provision held for the present value of the contributions as at 31 August 2023 is £67,849.

There will be a review of progress at the next valuation.

20. MEMBERS' LIABILITY

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they cease to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves, such amount as may be required not exceeding £1.

21. ANALYSIS OF CHANGES IN NET DEBT

	At 1 September 2022	Cash flows	Other non cash changes	**At 31 August 2023**
	£	£	£	**£**
Cash at bank and in hand	1,521,840	(792,596)	-	**729,244**
Debt due within 1 year	(59,620)	41,348	(41,348)	**(59,620)**
Debt due after 1 year	(407,043)		41,348	**(365,695)**
	1,055,177	(751,248)	-	**303,929**

COPTHORNE SCHOOL TRUST LIMITED

England & Wales - Charity number 270757

Accounts

Company Number: 01239211
Charity Number: 270757

COPTHORNE SCHOOL TRUST LIMITED t/a COPTHORNE PREP SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST AUGUST 2022

COPTHORNE
PREPARATORY SCHOOL

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The purpose of this report

The Governors present their annual report together with the audited financial statements for the period 1st September 2021 to 31st August 2022. The annual report serves the purposes of both a trustees' report and a directors' report under company law. The Governors confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Status of the company

Copthorne School Trust Limited was incorporated under the Companies Acts 1948 to 1967 as a Company limited by guarantee on 2 January 1976, company number 01239211. The Company has charitable status with the number 270757. On 1st December 2021, a resolution was passed by the Board that the updated articles of association be adopted and filed with both Companies House and the Charity Commission.

Governing Body

The Trustees of the Charity are the School's Board of Governors. The Board operates with two standing sub-committees; the Education Committee and the Finance and General Purposes Committee.

The Governors are covered by trustee indemnity insurance included in the School's insurance policy.

T Chidgey – appointed 27th June 2022
Mrs S Coutinho (legal surname: Seth) – Chair of Governors
Ms L Fegan
Dr M Fegan
S Gibbons
Mrs A Higgs – appointed 14th March 2022
Mrs B Jinks – resigned 14th March 2022
B Moir

Governor training

All new Governors are inducted into the workings of the School. Individual Governors also attend specific training courses held by professional advisors and where appropriate cascade this information down to other Governors.

Registered office and principal address

Copthorne Prep School
Effingham Lane
Copthorne
West Sussex
RH10 3HR

Key executives and professional advisers

Headmaster:	N Close
Bursar/Secretary:	P Flowerday
Bankers:	National Westminster Bank, The Boulevard, Crawley, RH10 1XU CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET
Auditors:	Kreston Reeves LLP, Springfield House, Springfield Road, Horsham, RH12 2RG
Solicitors:	Veale Wasbrough Vizards LLP, Narrow Quay House, Narrow Quay, Bristol, BS1 4QA DMH Stallard LLP, 3rd Floor, Origin One, 108 High Street, Crawley, RH10 1BD

Organisation

The Governors of the School act in the capacity of the Company's directors for the purposes of the Companies Act and in the capacity of trustees in respect of its charitable objectives under the Charities Act. Governors are appointed at the discretion of the Governing Body through an established recruitment process. The Governors meet on a termly basis to review and direct the general educational charitable objectives of the Charity. Additional meetings are convened as required. The Education Committee meets termly and oversees all aspects of academic activity and development together with pupil welfare and pastoral care. The termly meeting of the Finance and General Purposes Committee overseas all financial activities, Health and Safety matters, as well as the oversight of the maintenance and development of the site and buildings.

The day to day operation of the School is controlled by the Headmaster and his Senior Leadership Team and the finances by the Bursar. Details of the Governors are shown on page 3.

The Headmaster is a member of the Incorporated Association of Prep Schools (IAPS). The School is a member of the Independent Schools' Bursars Association (ISBA), the Boarding Schools' Association (BSA) and the Association of Governing Bodies of Independent Schools (AGBIS). Guidance, support and advice is sought from the relevant associations.

Objects and principal activities

The objects as set out in the Memorandum are to promote and provide for the advancement of education and in connection therewith to conduct, carry on, acquire and develop in the United Kingdom any boarding or day school or schools for the education of children of either sex or both sexes.

Founded in 1902, Copthorne Prep School has developed an outstanding reputation for helping children to realise their full potential. By providing opportunities for all to succeed, children leave us as confident individuals, well prepared for their progression to senior schools of their choice. We inspire all our pupils to become lifelong learners, responsible global citizens and the very best that they can be.

We strive:

- To instil a desire for excellence in all areas of learning, celebrating effort as well as achievement
- To offer a well-considered, stimulating curriculum which provides opportunities for children to be challenged, to be curious and to develop as independent learners
- To continue to develop the first-class pastoral care the School provides for pupils
- To provide a nurturing environment where all children are happy, valued and encouraged to develop as individuals
- To develop a strong sense of school community that is kind, inclusive and reflects the increasingly diverse and international dimension of school life

- To develop a strong sense of school community that is kind, inclusive and reflects the increasingly diverse and international dimension of school life
- To provide strong pastoral care based on traditional Christian values of mutual respect towards all members of the community
- To develop a partnership with pupils, parents and staff to promote a culture of trust, ambition and high achievement
- To continue to monitor and review the key policies and procedures to ensure a safe environment for employees, pupils and visitors to the school
- To provide continuing support to the pupils already in receipt of fee assistance through means tested financial assistance.
- To continue to develop the strategic development plan

Review of activities and future developments

Academic

Copthorne Prep prides itself on providing a wide ranging and varied education. The School believes that enjoyment and inclusivity should go hand in hand with the setting of high standards and the pursuit of excellence. This year we have not only continued to celebrate our proud tradition of excellent academic results, but we have thoroughly enjoyed participating in sporting contests, have been wonderfully entertained by first rate musical and dramatic performances, and seen our children thrive in a broad and exciting co-curricular programme which offers opportunity to all our young people.

We have continued to promote discovery-led, enquiry-based learning for our pupils, which sees the teacher as a facilitator to learning, not an oracle imparting academic knowledge. The skills extend more broadly into the establishment of skills for life and sits not only within the academic programme of study but with the creative and performing arts, the practical elements of design technology and Lego, and onto the sports pitch and playground. Our School observatory has been linked to the IT suites and is enabling us to develop a programme of spectacular science and discovery, alongside an emerging Young Astronomer's Club.

Our strategic development plan seeks to provide a curriculum that is more responsive to the evolving workplace of the twenty-first century, as well as developing the teaching and learning so that our pupils can emerge as more confident, enquiring and empathetic with a real sense of who they are and what they want to be.

Sport

The completion of our stunning floodlit MUGA has enriched our sporting provision across the school, with our hockey teams currently enjoying their strongest season ever. The shifting landscape with sport has meant that we have increasing numbers of boys and girls uniting to play mixed team games this academic year, and we have had particular success in our cricket and football; most recently winning the inaugural Lancing Prep Mowden Cup. Our U10 boys' team were runners up in the Ardingly South East Finals, and our colts A team were the coveted Pelican Cup Winners. Cross country has also been a particular strength, and we ended the year with the IAPS U13 Champion, the 800m Champion and 6 children who did particularly well in the IAPS National Championships. We have also had great success in swimming competitions this year, including IAPS, and one girl came 6th in the butterfly National Finals.

We continue to be a leading prep school in chess and have had notable success in county competitions. We currently hold all five primary cup titles, dominate the Sussex squads, and have three children who have become national champions.

All our children have an opportunity to represent the school in sporting fixtures on a weekly basis, and we certainly punch well above our weight in terms of the trophies that we win and success in the various competitions that we enter. A new cricket academy for girls is being launched at Copthorne Prep this academic year which will serve to develop the very best talent both here at school and in the wider community.

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Music

Music improves academic skills, develops physical skills, boosts self-esteem, cultivates social skills and refines discipline and patience. This is why at Copthorne Prep we consider it integral to our curriculum and have a committed staff team and a dynamic group of visiting peripatetic music teachers. We continued our programme of music evenings and concerts, and were treated to some wonderful music evenings and soirees. Over 75% of our children received additional music lessons outside the timetabled curriculum, and we were able to offer scholarship support to our more able pupils and as well as the ABRSM exams.

Forest School

We have continued to leverage the use of our wonderful grounds in which our children have enjoyed all that forest school has to offer, along with den building, and learning about the flora and fauna. Our continued emphasis on outdoor learning will see an expansion of forest school over the coming year as well as the development of an outdoor learning space, and our plans to embed this further into the prep school curriculum are progressing, whereby more traditional learnt knowledge can be re-enforced using the natural world.

We are increasingly environmentally conscious both as a School and as individuals. The Wombles Club meet regularly and are working hard, mostly over ground (!), to help reduce the use of plastic and wrapping, recycling of plastics and identifying ways in which we can improve. Our sensory garden has taken shape over the past few months allowing the children to connect in new ways with nature as well as tapping into the principles of mindfulness.

Public benefit

The School, in setting its objectives and planning its activities has given due regard to the duties set out in Section 17 of the Charities Act 2011 and the guidance given by the Charity Commission.

During the year the School provided means tested bursaries and scholarships amounting to £146,674. Other discounts, including staff and sibling discounts, amounted to £166,696.

In terms of financial hardship, the School is assessable and encourages parents to apply for assistance. Each bursary application is assessed on its own merits and awards are made accordingly and subject to the School's ability to fund these within the context of what is viable within its overall budget. The School also has a duty to ensure that bursary grants are applied fairly.

The School also reaches out to the local community to provide access to its facilities. During the year, Copthorne Junior School used the School site for various sport related activities.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Principal risk and uncertainties

The Governors are responsible for the overseeing of the risks faced by the School. Detailed considerations of risk are delegated to the Senior Management of the School. Risks are identified, assessed and controls established throughout the year. Risk is managed under the headings of governance and management, law and regulation, external factors and human resources.

The main risks that the Governors have identified and the plans to manage those risks are:

- Reputation – managed through safeguarding policies, staff recruitment policies, pastoral support for both pupils and staff and active identification and resolution of health and safety related issues.
- Economic factors (including fee affordability) - managed through effective cost management, financial planning and control, bursary policy, and maintaining a quality product.
- School reputation - managed by an effective Senior Leadership Team operating clear policies and protocols.
- Maintaining a high quality of education - managed by combining attractive staff remuneration with on-going investment in our estate and an approach to enrolment that works with supportive parents whose children have an appetite for learning.

The Board is committed to high standards of corporate governance and reviews its activities on a regular basis. The Board is responsible for the Charity's system of internal control and for reviewing its effectiveness.

Financial Review

The financial results of the school are set out on pages 13 and 14 of the accounts. The school generated income of £3,960,617, costs to run the School amounted to £4,275,740 and fee discounts of £313,369 were given. At the year end the net assets were £3,108,056 including fixed assets of £2,967,899, cash balances of £1,521,840, fees received in advance and deposits of £832,619 and other working capital.

Reserves policy

It is the Governors' policy to maintain reserves that will permit them to maintain and develop the School's facilities for the purpose of enhancing over time its ability to meet its long-term charitable objectives. To that end, the Governors seek to ensure that there are sufficient reserves to afford reasonable protection to the charitable company in the context of current and anticipated commitments and exposure to external and/or internal risks. The Governors review the reserves position regularly.

At the year-end unrestricted funds for the School stood at £3,108,056 (2021: £3,367,065). After deducting the carrying value of tangible fixed assets held for the School's own use, free reserves, as defined by the Charity Commission, were £140,157 (2021: £992,368). Whilst this is currently lower than the target of one term's expenditure, it reflects the significant investment in the School's grounds, buildings and facilities. This is common in independent schools which have to finance their own capital investment.

Pay policy for senior staff

The School's key management personnel are its Senior Leadership Team which comprises the Headmaster, Deputy Head, Bursar, Head of Pre-Prep & Nursery, Director of Wellbeing and, from 1st September 2022, the Head of HR. Arrangements are in place for setting the remuneration for these personnel and, the Board has taken into consideration benchmark information and market pay for these roles. This exercise, together with the overall remuneration of other personnel, forms part of the Board's annual salary review, as part of the budget process, which again takes account of market rates of pay and relevant benchmark reports.

Information on fundraising practices

All fundraising activities for the School are carried out by School staff with assistance from the parents and pupils with the running of specific fundraising events. They decide, after consideration, which charities they wish to donate to therefore raising their awareness of both local and global issues. Charities varied from Crawley Open House, Children in Need, and the Royal British Legion to name but a few. The School does not use professional fundraisers or have any commercial participators. The school did not receive any complaints in respect of its fundraising activities.

Governors' responsibilities statement

The Governors (who are also directors of Copthorne School Trust Limited for the purposes of company law) are responsible for preparing the Governors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Governors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Governors at the time when this Governors' report is approved has confirmed that:

- so far as that Governor is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Governor has taken all the steps that ought to have been taken as a Governor in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

Auditors

Kreston Reeves LLP have expressed their willingness to continue as auditors for the next financial year.

Signed on behalf of the Board of Governors and approved by them on 12th December 2022

S Coutinho

Mrs S Coutinho
Chair of Governors

Opinion

We have audited the Financial Statements of Copthorne School Trust Limited (the 'charitable company') for the year ended 31st August 2022 which comprise the Statement of financial activities including a summary income and expenditure account, the Balance Sheet, the Statement of cash flows and notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the Financial Statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st August 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the Financial Statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the Financial Statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the trustees' annual report, other than the Financial Statements and our auditor's report thereon. The trustees are responsible for the other information contained within the trustees' annual report. Our opinion on the Financial Statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Financial Statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the Financial Statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the Financial Statements are prepared is consistent with the Financial Statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the Financial Statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 8, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the Financial Statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of Financial Statements that are free from material misstatement, whether due to fraud or error.

In preparing the Financial Statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the Financial Statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these Financial Statements.

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

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the charitable company and industry, and through discussion with the directors and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to safeguarding, health and safety, and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, Statement of Recommended Practice and pension legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to management bias in accounting estimates and judgemental areas of the financial statements. Audit procedures performed by the engagement team included:

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud, and review of the reports made by management; and
- Assessment of identified fraud risk factors; and
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Performing analytical procedures with automated data analytics tools to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Reading minutes of meetings of those charged with governance and reviewing correspondence with relevant tax and regulatory authorities; and
- Review of significant and unusual transactions and evaluation of the underlying financial rationale supporting the transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Financial Statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the Financial Statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the Financial Statements, including the disclosures, and whether the Financial Statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Kreston Reeves LLP

Sarah Ediss BSc FCA (Senior Statutory Auditor)

For and on behalf of Kreston Reeves LLP
Chartered Accountants and Statutory Auditor
Horsham

Dated: 3 January 2023

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (including summary Income and Expenditure)
FOR THE YEAR ENDED 31ST AUGUST 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	2021 £
INCOME FROM:					
Charitable activities	3	3,880,127	-	**3,880,127**	3,817,378
Other trading activities	4	79,091	-	**79,091**	144,000
Investments	5	1,399	-	**1,399**	381
Total income		3,960,617	-	**3,960,617**	3,961,759
EXPENDITURE ON:					
Raising funds		30,376	-	**30,376**	53,867
Charitable activities		4,245,364	-	**4,245,364**	4,123,476
Total expenditure	7	4,275,740	-	**4,275,740**	4,177,343
NET INCOME		(315,123)	-	**(315,123)**	(215,584)
Transfer between funds		56,114	(56,114)	-	-
Net movement in funds		(259,009)	(56,114)	**(315,123)**	(215,584)
RECONCILIATION OF FUNDS:					
Fund balances at 1st September 2021		3,367,065	56,114	**3,423,179**	3,638,763
FUND BALANCES at 31st August 2022		3,108,056	-	**3,108,056**	3,423,179

There are no other recognised gains and losses other than the net income for the year. All operations and activities are continuing.

The notes on pages 16 to 27 form part of these Financial Statements.

COPTHORNE SCHOOL TRUST LIMITED Company Number: 01239211

BALANCE SHEET

AS AT 31ST AUGUST 2022

	Notes		2022		2011
		£	£	£	£
FIXED ASSETS					
Tangible assets	10		2,967,899		2,374,697
CURRENT ASSETS					
Stocks – finished goods		-		44,962	
Debtors	12	146,585		193,356	
Cash at bank and in hand		1,521,840		1,697,064	
		1,668,425		1,935,382	
CREDITORS: due within one year:	13	(1,032,964)		(815,722)	
Net current assets			635,461		1,119,660
Total assets less current liabilities			3,603,360		3,494,357
CREDITORS: due after more than one year:	14		(495,304)		(71,178)
TOTAL NET ASSETS			**3,108,056**		3,423,179
FUNDS					
Unrestricted funds	15		3,108,056		3,367,065
Restricted funds	15		-		56,114
TOTAL CHARITY FUNDS			**3,108,056**		3,423,179

Signed on behalf of the Board of Governors and approved by them on 12th December 2022.

Mrs S Coutinho
Chair of Governors

The notes on pages 16 to 27 form part of these Financial Statements.

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST AUGUST 2022

	2022		2021	
	£	£	£	£
Net cash flow from operating activities		170,517		97,881
Cash flow from investing activities				
Interest income received	1,399		381	
Purchase of tangible fixed assets	(816,393)		(231,928	
Disposal of tangible fixed assets	9,000		7,121	
Net cash flow from investing activities		(805,994)		(224,426)
Cash flow from financing activities				
Receipt of loan	500,000		-	
Repayment of loan	(33,337)		-	
Payment of loan interest	(6,410)		-	
Net cash flow from financing activities		460,253		-
Net cash flow		(175,224)		(126,545)
Cash and cash equivalents at 1st September		1,697,064		1,823,609
Cash and cash equivalents at 31st August		**1,521,840**		1,697,064

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022	2021
	£	£
Net expenditure for the year (as per Statement of Financial Activities)	(315,123)	(215,584)
Adjustment for:		
Depreciation charges	223,191	198,332
Loan interest	6,410	-
Profit on disposal of fixed assets	(9,000)	(2,185)
Investment income	(1,399)	(381)
(Increase)/decrease in stocks	(44,962)	(20,841)
(Increase)/decrease in debtors	(46,771)	(59.590)
Increase/(decrease) in creditors	174,705	198,130
Increase/(decrease) in cash provided by operating activities	**170,517**	97,881

The notes on pages 16 to 27 form part of these Financial Statements.

1. ACCOUNTING POLICIES

a) General information and basis of preparation

Copthorne School Trust Limited is a private charitable company, limited by guarantee, registered in England and Wales. The address of the registered office is given in the charity information on page 1 of these Financial Statements. The nature of the charity's operations and principal activities are detailed in the Governors' Report.

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

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1st January 2019.

The Financial Statements are prepared under the historical cost convention. The Financial Statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these Financial Statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Going concern

Having reviewed the funding facilities available to the School together with the expected ongoing demand for places and the School's future projected cash flows, the Governors have a reasonable expectation that the School has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the Financial Statements as outlined in the Statement of Governors' responsibilities.

These considerations take into account the impact of Covid-19 and the Trustees have concluded that it is appropriate to continue to adopt the going concern basis in preparing the Financial Statements as outlined in the Statement of Trustees' Responsibilities.

c) Income recognition

All income is included in the Statement of Financial Activities (**SOFA**) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Income from charitable activities includes school fees receivable, registration fees and fees from ancillary activities. School fees receivable consist of charges billed for the school year ending 31st August, less bursaries, discounts and other allowances. Fees received for education to be provided in future years are carried forward as deferred income. Registration fees are non-refundable fees which are recognised once parents/guardians have committed for the child to attend the school in the school year ending 31st August. Income from ancillary activities is generated from additional activities such as music exam fees and after school clubs being offered to pupils in the school year ending 31st August.

1. ACCOUNTING POLICIES (CONT.)

Income from trading activities includes income earned from rents and lettings to raise funds for the charity. Income is received in exchange for renting out the buildings and fields of the School in order to raise funds and is recognised when entitlement has occurred.

Income from investments includes interest which is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Income from grants received are recognised when there is reasonable assurance that the School will comply with the conditions attaching to the grant and the grant will be received.

d) **Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds relates solely to loan interest payable
- Expenditure on charitable activities includes school operating costs such as teaching costs, welfare costs, premises costs and support costs. Finance and administrative staff costs and other support costs have been directly charged to the charitable main activity.

The irrecoverable element of VAT is included with the item of expense to which it relates.

e) **Support costs**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include administrative and governance costs. They are incurred directly in support of expenditure on the objects of the charity.

f) **Pension schemes**

The School contributes to a Teacher-specific defined contribution scheme and it is accounted for as such. The School also contributes to a defined contribution personal pension scheme for non-teaching staff. All contributions are included in pension costs in the period to which they relate.

The School also has members in the Independent Schools Pension Scheme (ISPS). ISPS is a funded scheme and the assets are held separately from those of the school in separate trustee administered funds. The trustee commissions an actuarial valuation of the scheme every three years using the prospective unit credit method. The ISPS is a multi-employer scheme and these is insufficient information to use defined benefit scheme accounting, therefore the school accounts for the scheme as a defined contribution scheme and the contributions are recognised in the period to which they relate. Where the actuarial valuation reveals a shortfall of assets compared to liabilities, a liability for additional agreed contribution payments is recognised in full.

g) **Other employee benefits**

When employees have rendered service to the school, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

Termination payments are recognised as an expense at the amount expected to be paid when the termination is communicated to the affected employees.

1. ACCOUNTING POLICIES (CONT.)

h) **Operating leases**

Rentals payable under operating leases are charged to the SOFA on a straight-line basis over the period of the lease

i) **Tangible fixed assets**

Tangible assets are stated at cost less accumulated depreciation. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets retained for use by the School at rates calculated to spread each asset's cost, less its estimated residual value at prices ruling at date of acquisition, over its expected useful economic life, which for each class of asset is initially assessed as averaging:

Freehold buildings and improvements	over 5 to 50 years
Plant and machinery	20% straight line
Motor vehicles	25% straight line
Fixtures and fittings	10% straight line

Items costing less than £1,500 are written off as an expense as acquired.

j) **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at the transaction price. Any losses arising from impairment are recognised in expenditure.

k) **Cash**

Cash at bank includes cash and short term highly liquid investments from the date of opening of the deposit or similar account.

l) **Financial Instruments**

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities and their measurement bases are as follows:

- Financial assets – trade and other debtors, shown in note 12, are measured at amortised cost less impairment. Cash is measured at face value.
- Financial liabilities shown in notes 13 and 14 - trade creditors, accruals and other creditors are measured at their transaction value.
- Bank loans are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest rate.

m) **Funds**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose. Further details of each fund are disclosed in note 15. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund are set out in the notes of the Financial Statements.

n) **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

o) **Government grants**

Government grants are recognised at the fair value of the asset received or receivable when there is a reasonable assurance that the grant conditions will be met and the grants received. During the prior year the charity made use of the UK government coronavirus job retention scheme.

2. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:
The School makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

Under component accounting the freehold buildings are divided into major components which are considered to have substantially different useful lives. Judgement is used in allocating property costs between components and in determining the useful lives of each component and this judgement may have a material impact on the depreciation charge.

Critical areas of judgement:
Deposits held by the School repayable when a pupil leaves the School are included in other creditors falling due within one year to reflect the notice period which can be given.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds **2022** £	Total Funds **2021** £
Gross fees	3,943,379	-	3,943,379	4,004,703
Less: bursaries, scholarships and allowances	(313,369)	-	(313,369)	(386,076)
Add: other charges to pupils	243,717	-	243,717	191,163
Registration fees	6,400	-	6,400	7,588
	3,880,127	-	**3,880,127**	3,817,378

All income from charitable activities in the prior year was unrestricted.

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds **2022** £	Total Funds **2021** £
Rent and lettings	54,866	-	54,866	27,982
Sundry income	15,225	-	15,225	52,437
Profit on sale of assets	9,000	-	9,000	-
Coronavirus job retention scheme	-	-	-	63,581
	79,091	-	**79,091**	144,000

All income from other trading activities in the prior year was unrestricted.

5. INVESTMENT INCOME

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds **2022** £	Total Funds **2021** £
Bank interest	1,399	-	**1,399**	381

All investment income in the prior year was unrestricted.

6. GOVERNANCE COSTS

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds **2022** £	Total Funds **2021** £
Auditor's remuneration - current year	14,400	-	14,400	9,240
Auditor's remuneration - prior year	-	-	-	2,730
Other accountancy costs	4,003	-	4,003	4,994
Other governance costs	2,780	-	2,780	345
	21,183	-	**21,183**	17,309

During the year, the Governors did not receive nor waive any remuneration from the School or other benefits in their capacity as directors and charity trustees. No expenses (2021: nil) were reimbursed to Governors for attending external meetings and seminars.

During the year, the children of 3 (2021 – 5) of the Governors attended the School. None of the children of the Governors received a bursary. Any applicable sibling discounts and scholarships have been awarded under the usual school criteria.

7. EXPENDITURE: analysis of total expenditure – Current year

Charitable activities	Staff costs £	Other £	Dep'n £	2022 Total £
School operating costs				
Teaching	2,174,717	307,632	31,362	**2,513,711**
Welfare	179,454	125,870	-	**305,324**
Premises	166,361	478,914	191,829	**837,104**
Support	330,318	237,724	-	**568,042**
	2,850,850	1,150,140	223,191	**4,224,181**
Expenditure on governance	-	21,183	-	**21,183**
Expenditure on raising funds	-	30,376	-	**30,376**
	2,850,850	1,201,699	223,191	**4,275,740**

7. EXPENDITURE: analysis of total expenditure – Prior year

Charitable activities	Staff costs £	Other £	Dep'n £	2021 Total £
School operating costs				
Teaching	2,084,417	332,529	37,040	**2,453,986**
Welfare	210,721	114,757	-	**325,478**
Premises	183,499	483,485	161,292	**828,276**
Support	332,399	166,028	-	**498,427**
	2,811,036	1,096,799	198,332	**4,106,167**
Expenditure on governance	-	17,309	-	**17,309**
Expenditure on raising funds	-	53,867	-	**53,867**
	2,811,036	1,167,975	198,332	**4,177,343**

All expenditure in the current and prior year was unrestricted.

8. NET INCOME

Net income is stated after charging:	**2022** £	2021 £
Depreciation of tangible fixed assets	223,191	198,332
Auditor's remuneration – current year	14,400	9,240
Auditor's remuneration – prior year	-	2,730
Auditor's remuneration – non-audit services	4,003	-

9. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	2,391,678	2,363,495
Employer's NI costs	225,400	213,749
Pension contributions	233,772	233,796
	2,850,850	2,811,035

Average number of monthly employees in the year:	2022 Number	2021 Number
Teaching and teaching support	56	61
Administration, domestic and maintenance staff	35	35
	91	96

The number of employees who received total employee benefits (excluding employer pension costs) of more than £60,000 is as follows:

	2022	2021
	£	£
£70,001 - £80,000	1	-
£80,001 - £90,000	1	-
£110,001 - £120,000	-	1
£140,001 - £150,000	1	-

Key management personnel are considered to be the School's Leadership Team, comprising the Headmaster, Bursar, Deputy Head, Head of Nursery and Pre-Prep and the Director of Wellbeing. The total remuneration and benefits received by key management personnel during the year was £546,447 (2021 - £495,039).

Termination payments of £35,486 were fully paid during the year (2021 - £nil).

10. TANGIBLE FIXED ASSETS

	Freehold property	Plant & Machinery	Fixtures, fittings & IT	Motor vehicles	Assets under construction	Total
	£	£	£	£	£	£
Cost						
At 1st September 2021	3,688,536	130,766	526,777	172,637	132,139	4,650,855
Additions	689,095	80,931	6,467	-	39,900	816,393
Disposals	-	-	-	(31,488)	-	(31,488)
Transfers	132,139				(132,139)	-
At 31st August 2022	4,509,770	211,697	533,244	141,149	39,900	5,435,760
Depreciation						
At 1st September 2021	1,735,947	53,139	336,173	150,899	-	2,276,158
Charge for the year	115,326	31,325	67,065	9,475	-	223,191
Disposals	-	-	-	(31,488)	-	(31,488)
At 31st August 2022	1,851,273	84,464	403,238	128,886	-	2,467,861
Net Book Value						
At 31st August 2022	**2,658,497**	**127,233**	**130,006**	**12,263**	**39,900**	**2,967,899**
At 31st August 2021	1,952,589	77,627	190,604	21,738	132,138	2,374,697

11. FIXED ASSET INVESTMENTS

Investment in Group Undertaking

On 13th November 1990, the Charity acquired 100 £1 Ordinary shares, for £nil consideration, representing the entire issued share capital of Copthorne School Services Limited, a company incorporated in England and Wales. Copthorne School Services Limited has remained dormant since incorporation in November 1990.

12. DEBTORS

	2022	2021
	£	£
Trade debtors	13,545	28,891
Other debtors	16,879	11,631
Prepayments	116,161	152,834
	146,585	193,356

13. CREDITORS: FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	42,772	68,579
Pension liability	-	32
Accruals and other creditors	128,640	14,621
Fees received in advance and deposits held	801,932	732,490
Bank loan	59,620	-
	1,032,964	815,722

14. CREDITORS: FALLING DUE MORE THAN ONE YEAR

	2022	2021
	£	£
Pension liability (see note 19)	57,574	71,178
Bank loan	407,043	-
Fees received in advance	30,687	-
	495,304	71,178

Reconciliation of movement in deferred income during the year

	2022	2021
	£	£
Beginning of the year	586,232	461,094
Released to the statement of financial activities	(586,232)	(461,094)
Received in the year	705,369	586,232
End of the year	705,369	586,232

Deferred income relates to fees received in advance.

Bank loan

	2022	2021
	£	£
Due within 1 year	59,620	
Repayable in 1-2 years	59,620	-
Repayable in 2-5 years	178,861	-
Due in 5+ years	168,562	-
End of the year	**466,663**	-

The bank loan is secured by charge on freehold property and will be repaid over 10 years. The rate of interest on the loan is fixed at 3.62% pa.

15. FUNDS MOVEMENT – current year

	1 September 2021	Income	Expenditure	Transfers	**31 August 2022**
	£	£	£	£	**£**
Restricted funds	56,114	-	-	(56,114)	-
Unrestricted funds	3,366,809	3,960,617	(4,275,740)	56,114	**3,108,056**
	3,422,923	3,960,617	(4,275,740)	-	**3,108,056**

The restricted funds were comprised of £25,000 received for a Classroom block and £31,114 for the funds received from the Astro pitch appeal.

Transfers in the year represent amounts which have been fully spent on fixed assets.

FUNDS MOVEMENT – prior year

	1 September 2020	Income	Expenditure	Transfers	**31 August 2021**
	£	£	£	£	**£**
Restricted funds	57,144	-	-	(1,000)	**56,144**
Unrestricted funds	3,581,619	3,961,759	(4,177,343)	1,000	**3,367,035**
	3,638,763	3,961,759	(4,177,343)	-	**3,423,179**

16. FUNDS: ANALYSIS OF NET ASSETS – current year

	Fixed Assets	Net Current Assets	Long Term Liabilities	**2022 Fund Balances**
	£	£	£	**£**
Restricted funds	-	-	-	-
Unrestricted funds	2,967,899	635,461	(495,304)	**3,108,056**
	2,967,899	635,461	(495,304)	**3,108,056**

FUNDS: ANALYSIS OF NET ASSETS – prior year

	Fixed Assets	Net Current Assets	Long Term Liabilities	**2021 Fund Balances**
	£	£	£	**£**
Restricted funds	25,000	31,114	-	**56,114**
Unrestricted funds	2,349,697	1,088,546	(71,178)	**3,367,065**
	2,374,697	1,119,660	(71,178)	**3,423,179**

17. OPERATING LEASES

Operating lease payments totalling £8,897 (2021: £7,518) have been recognised as an expense in the Statement of Financial Activities.

At 31 August the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022	2021
	£	£
Due within 1 year	**8,808**	8,897
Due from 1-5 years	**10,347**	18,194
Due in 5+ years	**-**	976
	19,155	28,067

18. RELATED PARTY TRANSACTIONS

There are no related party transactions during the period (2021: £ nil).

19. PENSION SCHEMES

The school runs defined contribution personal pension schemes for those members of staff not entitled to join the defined contribution teacher's scheme: Aviva Pensions Trust for Independent Schools (APTIS). The net assets of the schemes are each held separately from those of the school in independently administered funds.

The pension cost for the year represents the school's contributions to these schemes of £233,722 (2021: £233,796) and there were no contributions due at the year end.

Contributions in respect of the school's defined contribution pension schemes are charged to the income and expenditure account for the year in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

Independent Schools' Pension Scheme

The school participates in this scheme, a multi-employer scheme which provides benefits to some 66 non-associated employers. The scheme is a defined benefit scheme in the UK. It is not possible for the school to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore, it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore, the school is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

19. PENSION SCHEMES (CONT)

A full actuarial valuation for the scheme was carried out with an effective date of 30 September 2021. This actuarial valuation showed assets of £249.4m, liabilities of £211.1m and a deficit of £38.2m. To eliminate this funding shortfall, the trustees and the participating employers have agreed that additional contributions will be paid, in combination from all employers, to the scheme.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the scheme liabilities.

Where the scheme is in deficit and where the school has agreed to a deficit funding arrangement the school recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

The school is required to pay £7,457.04 per annum from 1 September 2022, increasing 3% each year, for the next 10 years until 30 June 2032. The provision held for the present value of the contributions is £57,574.

There will be a review of progress at the next valuation in 2023.

20. MEMBERS' LIABILITY

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they cease to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves, such amount as may be required not exceeding £1.

21. ANALYSIS OF CHANGES IN NET DEBT

	At 1 September 2021	Cash flows	Other non cash changes	**At 31 August 2022**
	£	£	£	**£**
Cash at bank and in hand	1,697,064	(175,224)	-	**1,521,840**
Debt due within 1 year	-	33,337	(92,957)	**(59,620)**
Debt due after 1 year	-	(500,000)	92,957	**(407,043)**
	1,697,064	(641,887)	-	**1,055,177**

COPTHORNE SCHOOL TRUST LIMITED

England & Wales - Charity number 270757

Accounts

Company Number: 01239211
Charity Number: 312069

COPTHORNE SCHOOL TRUST LIMITED t/a COPTHORNE PREP SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST AUGUST 2021

COPTHORNE
PREPARATORY SCHOOL

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The purpose of this report

The Governors present their annual report together with the audited financial statements for the period 1st September 2020 to 31st August 2021. The Governors confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Status of the company

Copthorne School Trust Limited was incorporated under the Companies Acts 1948 to 1967 as a Company limited by guarantee on 2 January 1976, company number 01239211. The Company has charitable status with the number 270757. On 1st December 2021, a resolution was passed by the Board that the updated articles of association be adopted and filed with both Companies House and the Charity Commission.

Governing Body

The Trustees of the Charity are the School's Board of Governors. The Board operates with four standing sub-committees; the Education Committee; the Estates Committee; the Marketing Committee and the Finance and General Purposes Committee.

The Governors are covered by trustee indemnity insurance included in the School's insurance policy.

Mr J Abdool – resigned 7th December 2020
Mrs A Baker – resigned 28th June 2021
Mrs K Bell – resigned 17th December 2021
Mrs S Coutinho (legal surname: Seth) – appointed 17th December 2021 – Chair of Governors
Ms L Fegan – appointed 7th December 2020
Dr M Fegan – appointed 7th December 2020
Mr S Gibbons – appointed 5th August 2020
Mrs M Glascott – appointed 7th December 2020, resigned 15th July 2021
Mrs B Jinks
Mrs H Kerai – resigned 15th March 2021
Mr B Moir – appointed 1st November 2021
Mr R Nathaniel – resigned 7th December 2020
Mr R Workman – resigned 30th November 2021

Governor training

All new Governors are inducted into the workings of the School. Individual Governors also attend specific training courses held by professional advisors (e.g. AGBIS/IAPS) and where appropriate cascade this information down to other Governors.

Registered office and principal address

Copthorne Prep School
Effingham Lane
Copthorne
West Sussex
RH10 3HR

Key executives and professional advisers

Headmaster:	Mr C Jones B Ed (Hons) – retired 31st October 2021 Mr N Close BSc, PGCE – appointed 1st November 2021
Bursar/Secretary:	Mr R Kinnison BA, FCA – resigned 31st December 2020 Interim Bursars – 1st January 2021 to 4th May 2021 Mr P Flowerday FFA, FIPA – appointed 4th May 2021
Bankers:	National Westminster Bank, The Boulevard, Crawley, RH10 1XU Lloyds Bank Plc, 6th Floor, 33 Old Broad Street, London, EC2N 1HZ CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET
Auditors:	Alliotts LLP, Friary Court, 13-21 High Street, Guildford, GU1 3DL
Solicitors:	Veale Wasbrough Vizards LLP, Narrow Quay House, Narrow Quay, Bristol BS1 4QA DMH Stallard LLP, 3rd Floor, Origin One, 108 High Street, Crawley, RH10 1BD

Organisation

The Governors of the School act in the capacity of the Company's directors for the purposes of the Companies Act and in the capacity of trustees in respect of its charitable objectives under the Charities Act. Governors are appointed at the discretion of the Governing Body. The Governors meet on a termly basis to review and direct the general educational charitable objectives of the Charity. The Education Committee meets termly and oversees all aspects of academic activity and development together with pupil welfare and pastoral care. The termly meeting of the Estates Committee deals with the maintenance and development of the site and buildings, whilst the termly meeting of the Finance and General Purposes Committee oversees all financial activities. Marketing Committee also meets termly and provides strategic oversight and input to the School's marketing activities. As a result of the pandemic there were additional meetings to support the Headmaster and the Senior Leadership Team.

The day to day operation of the School is controlled by the Headmaster and his Senior Leadership Team and the finances by the Bursar. Details of the Governors are shown on page 3.

The Headmaster is a member of the Incorporated Association of Prep Schools (IAPS) and the School is a member of the Independent Schools' Bursars Association (ISBA) and the Boarding Schools' Association (BSA).

Corporate governance

The Board is committed to high standards of corporate governance and reviews its activities on a regular basis. The Board is responsible for the Charity's system of internal control and for reviewing its effectiveness. A detailed review of the governance arrangements will be carried out during the next academic year.

Objects and principal activities

The objects as set out in the Memorandum are to promote and provide for the advancement of education and in connection therewith to conduct, carry on, acquire and develop in the United Kingdom any boarding or day school or schools for the education of children of either sex or both sexes.

Founded in 1902, Copthorne Prep School has developed an outstanding reputation for helping children to realise their full potential. By providing opportunities for all to succeed, children leave us as confident individuals, well prepared for their progression to senior schools of their choice. We inspire all our pupils to become lifelong learners, responsible global citizens and the very best that they can be.

Objects and principal activities (Continued)

We strive:

- To instill a desire for excellence in all areas of learning, celebrating effort as well as achievement
- To offer a well-considered, stimulating curriculum which provides opportunities for children to be challenged, to be curious and to develop as independent learners
- To support talented and enthusiastic staff who seek to enable children to fulfil their potential
- To provide a nurturing environment where all children are happy, valued and encouraged to develop as individuals
- To develop a strong sense of school community that is kind, inclusive and reflects the increasingly diverse and international dimension of school life
- To provide strong pastoral care based on traditional Christian values of mutual respect towards all members of the community
- To develop a partnership with pupils, parents and staff to promote a culture of trust, ambition and high achievement

Review of activities and future developments

Academic

Copthorne Prep prides itself on providing a wide ranging and varied education. The School believes that enjoyment and inclusivity should go hand in hand with the setting of high standards and the pursuit of excellence. This year we have not only continued to celebrate our proud tradition of excellent academic results, but we have thoroughly enjoyed participating in sporting contests, have been wonderfully entertained by first rate musical and dramatic performances, and seen our children thrive in a broad and exciting co-curricular programme which offers opportunity to all our young people.

We have continued to promote discovery-led, enquiry-based learning for our pupils, which sees the teacher as a facilitator to learning, not an oracle imparting academic knowledge. The skills extend more broadly into the establishment of skills for life and sits not only within the academic programme of study but with the creative and performing arts, the practical elements of design technology and Lego, and onto the sports pitch and playground. Our School observatory is new for this year, and will be instrumental in the developing a full programme of Spectacular Science and discovery alongside our Young Astronomer's Club.

Our strategic development plan will seek to provide a curriculum that is more responsive to the evolving workplace of the twenty-first century, as well as developing the teaching and learning so that our pupils can emerge as more confident, enquiring and empathetic with a real sense of who they are and what they want to be.

Sport

The children continued to enjoy great success in their sporting pursuits, despite the best efforts of the pandemic to curtail activity. We took the opportunity afforded by the changed sporting landscape to play more competitive house fixtures as well as our own internal festivals, and we looked for new ways for boys and girls to unite in activities such as footgolf.

Where it was possible, our pupils enjoyed particular success in local sporting and IAPS fixtures; we had individual successes in the primary schools cross-county, and our U11's won the Brighton Pelican Cup.

Swimming continues to be a real strength of the school where we constantly seek to improve this excellent provision. Indeed, this year we have replaced the entire air handling unit at a cost of £72,000. The completion of our stunning floodlit MUGA will enrich our sporting provision across the board, and we will be looking forward to particular sporting success on this wonderful new facility as we move through this year.

Music

Music improves academic skills, develops physical skills, boosts self-esteem, cultivates social skills and refines discipline and patience. This is why at Copthorne Prep we consider it integral to our curriculum and have a committed staff team and a dynamic group of visiting peripatetic music teachers. We continued our programme of music evenings and concerts, and were treated to some wonderful music evenings and soirees. Over 70% of our children received additional music lessons outside the timetabled curriculum, and we were able to offer scholarship support to our more able pupils and as well as the ABRSM exams.

With the anticipated return to some semblance of normality, we hope to be able once again to take part in music festivals such as Reigate and Redhill, as well as Choral Days.

Forest School

We have continued to leverage the use of our wonderful grounds in which our children have enjoyed all that forest school has to offer, along with den building, and learning about the flora and fauna. Our continued emphasis on outdoor learning will see an expansion of forest school over the coming year as well as the development of an outdoor learning space, and our plans to embed this further into the prep school curriculum are progressing, whereby more traditional learnt knowledge can be re-enforced using the natural world.

We are increasingly environmentally conscious both as a School and as individuals. The Wombles Club meet regularly and are working hard, mostly over ground (!), to help reduce the use of plastic and wrapping, recycling of plastics and identifying ways in which we can improve. Our sensory garden will start to take shape over the coming months; stimulating the five basic senses, this garden will allow the children to connect back to nature as well as tapping into the principles of mindfulness.

Public benefit

The School, in setting its objectives and planning its activities has given due regard to the duties set out in Section 17 of the Charities Act 2011 and the guidance given by the Charity Commission.

During the year the School provided means tested bursaries and scholarships amounting to £199,371. Other discounts, including staff and sibling discounts as well as the Spring term Covid-19 discount, amounted to £186,704.

In terms of financial hardship, the School is assessable and encourages parents to apply for assistance. Each bursary application is assessed on its own merits and awards are made accordingly and subject to the School's ability to fund these within the context of what is viable within its overall budget. The School also has a duty to ensure that bursary grants are applied fairly.

The School also benefits the local community by providing access to its facilities to local schools and charitable sports associations. Covid restrictions this year has limited the level of support that could be provided.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Principal risk and uncertainties

The major risks the School faces are reviewed at least once a year and are underpinned by relevant policies, each with regular reviews. The Board of Governors has examined the principal areas of the School's operations and considered the major risks faced in each of these areas. In the opinion of the Board, Copthorne School Trust has established resources, internal control and review systems, which, under normal circumstances, should allow these risks to be mitigated to an acceptable level in its day to day operations.

The most significant risks are summarised below:

- Child welfare matters including safeguarding, managed by an effective Senior Leadership Team operating clear policies and protocols.
- Economic factors (including fee affordability), managed through effective cost management, financial planning and control, bursary policy, and maintaining a quality product; and
- School reputation, managed by an effective Senior Leadership Team operating clear policies and protocols

Financial Review

The financial results of the school are set out on pages 13 and 14 of the accounts. The school generated income of £3,961,759 and it cost £4,177,343 to run the school. Fee discounts of £386,076 were given and £76,518 related to the closure of the School during the third Covid-19 lockdown. At the year end the net assets were £3,423,179 including fixed assets of £2,374,697, cash balances of £1,697,064, fees received in advance and deposits of £732,490 and other working capital.

Reserves policy

The Charity Commission requires all charities to adopt a formal policy in respect of their financial reserves, and in particular to explain for what future needs, opportunities, contingencies and risks they are required. At the year-end unrestricted funds for the School, excluding those that have been designated for specific purposes, stood at £3,367,035 (2020: £3,581,619). After deducting the carrying value of tangible fixed assets held for the School's own use, free reserves, as defined by the Charity Commission, were £992,338 (2020: £1,261,582).

As reserves assist in managing cash flow, funding investments and providing financial security, the School has an aspiration to have free reserves equivalent to one term's expenditure, or £1.4m. As at the year end the School is close to achieving this. By budgeting for a modest surplus each year and through effective financial management this can be maintained.

Pay policy for senior staff

The School's key management personnel are its Senior Leadership Team which comprises the Headmaster, Bursar, Head of Pre-Prep, Deputy Head, Director of Operations and Director of Wellbeing. Arrangements are in place for setting the remuneration for these personnel and, the Board has taken into consideration benchmark information and market pay for these roles. This exercise, together with the overall remuneration of other personnel, forms part of the Board's annual salary review, as part of the budget process, which again takes account of market rates of pay and relevant benchmark reports.

Information on fundraising practices

With the impact of the pandemic, there have been no opportunities for fundraising.

Governors' responsibilities statement

The Governors (who are also directors of Copthorne School Trust Limited for the purposes of company law) are responsible for preparing the Governors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Governors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Governors at the time when this Governors' report is approved has confirmed that:

- so far as that Governor is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Governor has taken all the steps that ought to have been taken as a Governor in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

Auditors

Alliotts LLP have expressed their willingness to continue as auditors for the next financial year.

Signed on behalf of the Board of Governors and approved by them on 14th March 2022

S Coutinho

Mrs S Coutinho
Chair of Governors

OPINION

We have audited the financial statements of Copthorne School Trust Limited (the 'Charitable Company') for the year ended 31 August 2021 which comprise the Governors' Report, Statement of Financial Activities incorporating income and expenditure account, Balance Sheet, Statement of Cash Flows and notes to the financial statements. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2021 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

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

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

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

OTHER INFORMATION

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

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

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

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

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

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

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Governors' responsibilities statement, the Governors (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Governors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Governors are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Governors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with management, and from our knowledge of the charities and education sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation;

  we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal and regulatory correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- understanding the design of the charitable company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditor's report.

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Stephen Meredith

Stephen Meredith BA FCA DChA (Senior Statutory Auditor)

For and on behalf of Alliotts LLP
Chartered Accountants and Statutory Auditor
Friary Court
13 – 21 High Street
Guildford
Surrey
GU1 3DL

Dated 18th March 2022

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (including summary Income and Expenditure)
FOR THE YEAR ENDED 31ST AUGUST 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	2020 £
INCOME FROM:					
Charitable activities	3	3,817,378	-	**3,817,378**	4,032,287
Other trading activities	4	144,000	-	**144,000**	295,798
Investments	5	381	-	**381**	9,596
Total income		3,961,759	-	**3,961,759**	4,337,681
EXPENDITURE ON:					
Raising funds		53,867	-	**53,867**	39,532
Charitable activities		4,123,476	-	**4,123,476**	4,138,743
Total expenditure	7	4,177,343	-	**4,177,343**	4,178,275
NET INCOME		(215,584)	-	**(215,584)**	159,406
Transfer between funds		1,000	(1,000)	-	-
Net movement in funds		(214,584)	(1,000)	**(215,584)**	159,406
Reconciliation of funds:					
Fund balances at 1st September 2020		3,581,619	57,144	**3,638,763**	3,479,357
FUND BALANCES at 31st August 2021		3,367,035	56,144	**3,423,179**	3,638,763

There are no other recognised gains and losses other than the net income for the year. All operations and activities are continuing.

The notes on pages 16 to 26 form part of these Financial Statements.

COPTHORNE SCHOOL TRUST LIMITED Company Number: 01239211

BALANCE SHEET

AS AT 31ST AUGUST 2021

	Notes	£	2021 £	£	2020 £
FIXED ASSETS					
Tangible assets	10		2,374,697		2,346,037
CURRENT ASSETS					
Stocks		44,962		24,121	
Debtors	12	193,356		133,766	
Cash at bank and in hand		1,697,064		1,823,609	
		1,935,382		1,981,496	
CREDITORS: due within one year:	13	(815,722)		(621,914)	
Net current assets			1,119,660		1,359,582
Total assets less current liabilities			3,493,357		3,705,619
CREDITORS: due after more than one year:	14		(71,178)		(66,856)
TOTAL NET ASSETS			**3,423,179**		3,638,763
FUNDS					
Unrestricted funds	17		3,367,035		3,581,619
Restricted funds			56,114		57,144
TOTAL CHARITY FUNDS			**3,423,179**		3,638,763

Signed on behalf of the Board of Governors and approved by them on 14th March 2022

S Coutinho

Mrs S Coutinho
Chair of Governors

The notes on pages 16 to 26 form part of these Financial Statements.

COPTHORNE SCHOOL TRUST LIMITED
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST AUGUST 2021

	2021		2020	
	£	£	£	£
Net cash flow from operating activities		97,881		(145,881)
Cash flow from investing activities				
Interest income received	381		9,596	
Purchase of tangible fixed assets	(231,928)		(122,033)	
Disposal of tangible fixed assets	7,121		5,448	
Net cash flow from investing activities		(224,426)		(106,989)
Net cash flow from financing activities		(126,545)		(252,870)
Cash and cash equivalents at 1st September		1,823,609		2,076,479
Cash and cash equivalents at 31st August		**1,697,064**		1,823,609

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021	2020
	£	£
Net income for the year (as per Statement of Financial Activities)	(215,584)	159,406
Adjustment for:		
Depreciation charges	198,332	186,027
Profit on disposal of fixed assets	(2,185)	(3,198)
Investment income	(381)	(9,596)
(Increase)/decrease in stocks	(20,841)	11,763
(Increase)/decrease in debtors	(59,590)	29,451
Increase/(decrease) in creditors	198,130	(519,734)
Increase/(decrease) in cash provided by operating activities	**97,881**	(145,881)

1. ACCOUNTING POLICIES

a) General information and basis of preparation

Copthorne School Trust Limited is a charitable company, limited by guarantee, registered in England and Wales. The address of the registered office is given in the charity information on page 1 of these Financial Statements. The nature of the charity's operations and principal activities are detailed in the Governors' Report.

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

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1st January 2019.

The Financial Statements are prepared under the historical cost convention. The Financial Statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

b) Going concern

Having reviewed the funding facilities available to the School together with the expected ongoing demand for places and the School's future projected cash flows, the Governors have a reasonable expectation that the School has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the Financial Statements as outlined in the Statement of Governors' responsibilities.

These considerations take into account the impact of Covid-19 and the Trustees have concluded that it is appropriate to continue to adopt the going concern basis in preparing the Financial Statements as outlined in the Statement of Trustees' Responsibilities.

The significant accounting policies applied in the preparation of these Financial Statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

c) Income recognition

All income is included in the Statement of Financial Activities (**SOFA**) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Income from charitable activities includes school fees receivable, registration fees and fees from ancillary activities. School fees receivable consist of charges billed for the school year ending 31st August, less bursaries, discounts and other allowances. Fees received for education to be provided in future years are carried forward as deferred income. Registration fees are non-refundable fees which are recognised once parents/guardians have committed for the child to attend the school in the school year ending 31st August. Income from ancillary activities is generated from additional activities such as music exam fees and after school clubs being offered to pupils in the school year ending 31st August.

1. ACCOUNTING POLICIES (CONT.)

Income from trading activities includes income earned from rents and lettings to raise funds for the charity. Income is received in exchange for renting out the buildings and fields of the School in order to raise funds and is recognised when entitlement has occurred.

Income from investments includes interest which is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Income from grants received are recognised when there is reasonable assurance that the School will comply with the conditions attaching to the grant and the grant will be received.

d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds relates solely to loan interest payable
- Expenditure on charitable activities includes school operating costs such as teaching costs, welfare costs, premises costs and support costs. Finance and administrative staff costs and other support costs have been directly charged to the charitable main activity.

The irrecoverable element of VAT is included with the item of expense to which it relates.

***e)* Support costs**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include administrative and governance costs. They are incurred directly in support of expenditure on the objects of the charity.

***f)* Pension schemes**

From 1st September 2020 the School now contributes to a Teacher-specific defined contribution scheme and is accounted for as such.

The School also contributes to a defined contribution personal pension scheme for non-teaching staff.

***g)* Other employee benefits**

When employees have rendered service to the school, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

***h)* Operating leases**

Rentals payable under operating leases are charged to the SOFA on a straight-line basis over the period of the lease.

i) **Tangible fixed assets**

Tangible assets are stated at cost less accumulated depreciation. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets retained for use by the School at rates calculated to spread each asset's cost, less its estimated residual value at prices ruling at date of acquisition, over its expected useful economic life, which for each class of asset is initially assessed as averaging:

Freehold buildings and improvements	over 5 to 50 years
Plant and machinery	20% straight line
Motor vehicles	25% straight line
Fixtures and fittings	10% straight line

No depreciation is provided on freehold land.

Items costing less than £1,500 are written off as an expense as acquired.

j) **Stocks**

Stocks are valued at the lower of cost or net realisable value after making due allowance for obsolete and slow-moving items. Cost includes all direct costs.

k) **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at the transaction price. Any losses arising from impairment are recognised in expenditure.

l) **Cash**

Cash at bank includes cash and short term highly liquid investments from the date of opening of the deposit or similar account.

m) **Funds**

Unrestricted income funds are general funds that are available for use at the trustee's discretion in furtherance of the objectives of the charity. Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose. Further details of each fund are disclosed in note 17. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund are set out in the notes of the Financial Statements.

n) **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

o) **Government grants**

Government grants are recognised at the fair value of the asset received or receivable when there is a reasonable assurance that the grant conditions will be met and the grants received. During the year the charity has made use of the UK government coronavirus job retention scheme.

2. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:
The School makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

Under component accounting the freehold buildings are divided into major components which are considered to have substantially different useful lives. Judgement is used in allocating property costs between components and in determining the useful lives of each component and this judgement may have a material impact on the depreciation charge.

Critical areas of judgement:
Deposits held by the School repayable when a pupil leaves the School are included in other creditors

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds **2021** £	Total Funds **2020** £
Gross fees	4,004,703	-	4,004,703	4,248,649
Less: bursaries, scholarships and allowances	(386,076)	-	(386,076)	(349,067)
Add: other charges to pupils (net)	191,163	-	191,163	118,810
Registration fees	7,588	-	7,588	6,850
Appeals	-	-	-	7,045
	3,817,378	-	**3,817,378**	4,032,287

£76,518 of the £386,076 total discounts given in 2021 relate to the fee discount given due to the closure of the School during the third Covid-19 lockdown.

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds **2021** £	Total Funds **2020** £
Rent and lettings	27,982	-	27,982	22,843
Sundry income	52,437	-	52,437	37,616
Coronavirus job retention scheme	63,581	-	63,581	235,339
	144,000	-	**144,000**	295,798

Funds were received under the government backed Coronavirus Job Retention Scheme (CJRS). These funds were used to cover the salaries of employees furloughed under the scheme.

5. INVESTMENT INCOME

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds **2021** £	Total Funds **2020** £
Bank interest	381	-	**381**	9,596

6. GOVERNANCE COSTS

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds **2021** £	Total Funds **2020** £
Auditor's remuneration - current year	9,240	-	9,240	7,200
Auditor's remuneration - prior year	2,730	-	2,730	-
Other accountancy costs	4,994	-	4,994	-
Other governance costs	345	-	345	1,784
	17,309	-	**17,309**	8,984

During the year, the Governors did not receive nor waive any remuneration from the School or other benefits in their capacity as directors and charity trustees. No expenses (2020: nil) were reimbursed to Governors for attending external meetings and seminars.

During the year, the children of 5 (2020 – 2) of the Governors attended the School. None of the children of the Governors received a bursary.

7. EXPENDITURE: analysis of total expenditure – Current year

Charitable activities	**Staff costs £**	**Other £**	**Dep'n £**	**2021 Total £**
School operating costs				
Teaching	2,084,417	332,529	37,040	**2,453,986**
Welfare	210,721	114,757	-	**325,478**
Premises	183,499	483,485	161,292	**828,276**
Support	332,399	166,028	-	**498,427**
	2,811,036	1,096,799	198,332	**4,106,167**
Expenditure on governance	-	17,309	-	**17,309**
Expenditure on raising funds	-	53,867	-	**53,867**
	2,811,036	1,167,975	198,332	**4,177,343**

7. EXPENDITURE: analysis of total expenditure – Prior year

Charitable activities	Staff costs £	Other £	Dep'n £	2020 Total £
School operating costs				
Teaching	2,164,618	261,569	26,701	**2,452,888**
Welfare	207,353	117,943	-	**325,296**
Premises	169,193	544,425	159,326	**872,944**
Support	332,307	146,324	-	**478,631**
	2,873,471	1,070,261	186,027	**4,129,759**
Expenditure on governance	-	8,984	-	**8,984**
Expenditure on raising funds	-	39,532	-	**39,532**
	2,873,471	1,118,777	186,027	**4,178,275**

8. NET INCOME

Net income is stated after charged:	2021 £	2020 £
Depreciation of tangible fixed assets	198,332	186,027
Auditor's remuneration – current year	9,240	7,200
Auditor's remuneration – prior year	2,730	-

9. STAFF COSTS

	2021 £	2020 £
Wages and salaries	2,363,495	2,361,883
Employer's NI costs	213,749	207,815
Pension contributions	233,796	303,773
	2,811,035	2,873,471

Average number of monthly employees in the year:	2021 Number	2020 Number
Teaching and teaching support	61	59
Administration, domestic and maintenance staff	35	22
	96	81

9. STAFF COSTS (Cont)

The number of employees who received total employee benefits (excluding employer pension costs) of more than £60,000 is as follows:

	2021	2020
	£	£
£70,001 - £80,000	-	1
£90,001 - £100,000	-	1
£110,001 - £120,000	1	-

Key management personnel are considered to be the School's Leadership Team, comprising the Headmaster, Bursar, Deputy Head, Head of Nursery and Pre-Prep, Director of Operations and the Director of Wellbeing. The total remuneration and benefits received by key management personnel during the year was £495,039 (2020 - £506,503).

10. TANGIBLE FIXED ASSETS

	Freehold property	Plant & Machinery	Fixtures, fittings & IT	Motor vehicles	Assets under construction	Total
	£	£	£	£	£	£
Cost						
At 1st September 2020	3,688,536	64,304	501,350	194,305	-	4,448,495
Additions	-	66,462	25,428	7,900	132,138	231,928
Disposals	-	-	-	(29,568)	-	(29,568)
At 31st August 2021	3,688,536	130,766	526,777	172,637	132,138	4,650,855
Depreciation						
At 1st September 2020	1,657,700	38,741	258,669	147,348	-	2,102,458
Charge for the year	78,247	14,398	77,504	28,183	-	198,332
Disposals	-	-	-	(24,632)	-	(24,632)
At 31st August 2021	1,735,947	53,139	336,173	150,899	-	2,276,158
Net Book Value At 31st August 2021	**1,952,589**	**77,627**	**190,605**	**21,738**	**132,138**	**2,374,697**
At 31st August 2020	2,030,836	25,563	242,681	46,957	-	2,346,037

11. FIXED ASSET INVESTMENTS

Investment in Group Undertaking

On 13th November 1990, the Charity acquired 100 £1 Ordinary shares, for £nil consideration, representing the entire issued share capital of Copthorne School Services Limited, a company incorporated in England and Wales. Copthorne School Services Limited has remained dormant since incorporation in November 1990.

12. DEBTORS

	2021	2020
	£	£
Trade debtors	28,891	3,637
Other debtors	11,631	36,644
Prepayments	152,834	93,485
	193,356	133,766

13. CREDITORS: FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	68,579	33,591
Pension liability	32	26,452
Other taxation and social security	-	52,761
Accruals and other creditors	14,621	48,016
Fees received in advance and deposits held	732,490	461,094
	815,722	621,914

14. CREDITORS: FALLING DUE MORE THAN ONE YEAR

	2021	2020
	£	£
Pension liability	**71,178**	66,856

15. FINANCIAL INSTRUMENTS

	2021	2020
	£	£
Financial assets measured at amortised cost	**1,725,955**	1,827,246
Financial liabilities measured at amortised cost	**301,119**	314,423

Financial assets measured at amortised cost comprise trade debtors and cash at bank.

Financial liabilities measured at amortised cost comprise trade creditors, pension creditors, pupil deposits and accruals.

16. FUNDS: ANALYSIS OF NET ASSETS – current year

	Fixed Assets	Net Current Assets	Long Term Liabilities	2021 Fund Balances
	£	£	£	£
Restricted funds	25,000	31,144	-	**56,144**
Unrestricted funds	2,349,697	1,088,516	(71,178)	**3,367,035**
	2,374,697	1,119,660	(71,178)	**3,423,179**

FUNDS: ANALYSIS OF NET ASSETS – prior year

	Fixed Assets	Net Current Assets	Long Term Liabilities	2020 Fund Balances
	£	£	£	£
Restricted Funds	26,000	31,144	-	**57,144**
Unrestricted Funds:	2,320,037	1,328,438	(66,856)	**3,581,619**
	2,346,037	1,981,496	(66,856)	**3,638,763**

17. FUNDS MOVEMENT – current year

	1 September 2020	Income	Expenditure	Transfers	31 August 2021
	£	£	£	£	£
Restricted funds	57,144	-	-	(1,000)	**56,144**
Unrestricted funds	3,581,619	3,961,759	(4,177,343)	1,000	**3,367,035**
	3,638,763	3,961,759	(4,177,646)	-	**3,423,179**

The restricted funds are comprised of £25,000 for a Classroom block in 1997, and £31,144 for the funds received from the Astro pitch appeal.

17. FUNDS MOVEMENT – prior year

	1 September 2019	Income	Expenditure	Transfers	31 August 2020
	£	£	£	£	£
Restricted funds	54,330	3,814	-	(1,000)	**57,144**
Unrestricted funds	3,425,027	4,333,867	(4,178,275)	1,000	**3,581,619**
	3,479,357	4,337,681	(4,178,275)	-	**3,638,763**

18. CAPITAL GRANTS FUND (RESTRICTED)

	2021	2020
	£	£
Balance as at 1st September 2020	**26,000**	27,000
Release to income and expenditure account	**(1,000)**	(1,000)
Balance as at 31st August 2021	**25,000**	26,000

A capital grant of £50,000 was received from the Southover Manor General Educational Trust Limited in March 1997 as a contribution towards the school classroom block.

19. OPERATING LEASES

	2021	2020
	£	£
Due within 1 year	**8,897**	7,637
Due from 1-5 years	**18,194**	20,021
Due in 5+ years	**976**	-

20. RELATED PARTY TRANSACTIONS

There are no related party transactions during the period (2020: £ nil).

21. PENSION SCHEMES

The School runs three defined contribution personal pension schemes for those members of staff not entitled to join the teacher's scheme: Aviva Pensions Trust for Independent Schools (APTIS). The cost for the year represents the School's contributions to the scheme of £56,789 (2020: £27,091) and there were no contributions due at the year end.

Contributions in respect of the company's defined contribution pension scheme are charged to the income and expenditure account for the year in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

Independent Schools' Pension Scheme

The company participates in the scheme, a multi-employer scheme which provides benefits to some 66 non-associated employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore, it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

21. PENSION SCHEMES (CONT)

The scheme is classified as a 'last-man standing arrangement'. Therefore, the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out with an effective date of 30 September 2017. This actuarial valuation was certified on 27 December 2018 and showed assets of £149.4m, liabilities of £187.6m and a deficit of £38.2m. To eliminate this funding shortfall, the trustees and the participating employers have agreed that additional contributions will be paid, in combination from all employers, to the scheme.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

The school is required to pay £6,257 per annum, increasing 3% each year, from 1 September 2017 for the next 12 years.

The present value of the contributions is £69,121 using a discount rate of 1.09%.