



**Vita et Pax School (Cockfosters) Limited**  
(A Company Limited by Guarantee)

**Incorporated in England and Wales No. 01524865**  
**Registered Charity No. 281566**

**GOVERNORS' REPORT AND FINANCIAL STATEMENTS**

**For the year ended**

**31 August 2022**

# Vita et Pax School (Cockfosters) Limited

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for the year ended 31 August 2022

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# Vita et Pax School (Cockfosters) Limited

## REPORT OF THE GOVERNORS

for the year ended 31 August 2022

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**Chairperson and  
Director/Trustee**

Mrs A Westcott

**Directors and Trustees**

A Westcott  
A Jemal  
A Howell  
K Jeyarajah  
D Canade

Appointed November 2021  
Resigned September 2022

**Head Teacher:**

Miss A Gay

**The Bursar:**

Charlotte Hick

resigned 11 March 2022

**Company registered number:**

01524865

**Charity registered number:**

281566

**Registered Office:**

64 Priory Close  
Green Road  
Southgate, London, N4 4AT  
London  
N4 4AT

**Bankers:**

National Westminster Bank Plc  
12 The Broadway  
Southgate  
London  
N14 6QF

CCLA Investment Management  
Ltd  
COIF Investment Management Ltd

Senator House  
85 Queen Victoria Street,  
London,  
EC4V 4ET



# Vita et Pax School (Cockfosters) Limited

## REPORT OF THE GOVERNORS

for the year ended 31 August 2022

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**Auditors:**

Moore Kingston Smith LLP  
6th Floor  
9 Appold Street  
London  
EC2A 2AP

**Solicitors:**

Stone King LLP  
13 Queen Square  
Bath  
BA1 2HJ

**Pension Schemes:**

Teachers' Pensions  
Mowden Hall  
Darlington  
DL3 9EE

**Insurance brokers:**

Marsh Ltd - Education Practice  
Capital House  
1 - 5 Perrymount Road  
Haywards Heath  
West Sussex  
RH16 3SY



# Vita et Pax School (Cockfosters) Limited

## TRUSTEES REPORT

For the year ended 31 August 2022

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2022. The Trustees have adopted the provisions of the 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 issued in July 2014.

The financial statements have been prepared in compliance with the Charities Act 2011, the Trust Deed and the Companies Act 2006.

### Our Objectives

The objectives of the school as set out in the Charity's Objects are enhanced by the activities carried out in the School. Our aim is to maintain and enhance the academic success of the School and the first-class pastoral care provided for our pupils.

The objectives of the school are further explained in the prospectus, the website and written within the Staff Handbook and Charity Memorandum and Articles, they include;

- Fostering the spiritual, intellectual, physical and emotional development of each person within the community of the School;
- Offering a balanced curriculum which can fulfil the entitlement of each pupil;
- Creating a dynamic partnership between home, school and the wider community;
- Actively supporting the local and worldwide community
- Continuing the planned professional development for teaching and non-teaching staff.

Our key objectives for the year included:

- To deliver a balanced curriculum which promotes academic achievement, confidence and produces well-rounded young people.
- Strengthen curricula in English and Mathematics
- Improve marketing and information around the school
- To improve administration and communication within the school
- To continue to provide a range of activities that enrich the skills of students

### Review of Activities and Achievements

During the academic year, the school had 105 students on roll:

The total staff were as follows:

➤ Teaching	12 equivalent to 13 Full-time
➤ Classroom Assistants	7 equivalent to 6 Full-time
➤ Administration	2 equivalent to 2 Full-time
➤ Caretaker	1
➤ Cleaners	1

During the year:

- The school roll was low with slight growth in the nursery overs the year hence income was less than expected.
- The school was undersubscribed for Early Years entry.
- A deficit was generated as spend to meet operational costs including salaries, pensions and building maintenance.
- Advertising and Marketing became a priority of the school to build its digital and print presence.
- A Deputy headteacher was appointed to work alongside the Headteacher.
- Student charitable work was organised and managed effectively through the year.
- The provision of hardship allowed funds to be spread where needed.



# Vita et Pax School (Cockfosters) Limited

## TRUSTEES REPORT

For the year ended 31 August 2022

- Recruitment of a new governing body and trustees continued.

### **Ethos, Strategy and Policies**

Vita et Pax Preparatory School is a co-educational environment for children from the age of three to the end of their primary education. Our school delivers a child centred and coordinated approach to nurturing character for the future. We aim for our children to be creative and caring learners who are happy to be in our dedicated learning environment. Our school works in strong partnership with our parents to ensure students are demonstrably safe, academically confident and well cared for physically, socially and emotionally. The school will always take actions that are in the best interest of the child and will provide positive outcomes for their development. Pupils are encouraged to do their best at all times in our broad and balanced curriculum helps them achieve their preferred destination as they move on to the next stage of their education.

Vita et Pax Preparatory School is committed to creating and sustaining a learning environment that maintains respect and dignity for all. We value the diversity of our staff and students and work to provide a supportive environment in which the unique character of every individual is valued and celebrated. Our curriculum is focused to ensuring equality of education and opportunity for all students irrespective of age, race, gender, special educational needs, disability, religion or socio-economic background.

The curriculum seeks to maximise the unique value and potential of each pupil, fostering personal growth and development in all areas, enabling children to become confident, responsible and considerate members of the community. The school actively identifies all opportunities for diversity and inclusion to be embedded as a normative part of the curriculum.

Prospective pupils from all backgrounds are welcomed to the school. They are required to spend a morning working with the class they wish to join to determine their suitability and potential before they are admitted. In the school pupils from all religious and cultural traditions, work and pray together, in line with the ethos.

The Trustees as Charity Trustees have control of the Charity and its property and funds. They operate as stewards of the School, overseeing the upkeep of the School premises, setting budgets and supporting pupils and staff. Pathways to transition new trustees and governors into stewardship of the school are present. Focus is on training and building experience towards the central responsibility

As a charity, all the income of the School is applied for educational purposes. The Trustees regularly review the finances, budgets and expenses as part of the stewardship of the School and in common with other Independent Schools, substantial sums have been invested in the School building in recent years. They ensure that there is a continuous programme of refurbishment, development and investment to maintain the excellent teaching facilities for our pupils.

### **Other policies on Assistance**

Comparatively low fee levels are achieved through prudent financial planning and budgeting by the School. Staff discounts are available. There is some provision of hardship (£37,260) support for families who have unexpected circumstances thrust upon them.

### **Public benefit**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)' and in particular its supplementary public benefit guidance on advancing education and fee charging.





# Vita et Pax School (Cockfosters) Limited

## TRUSTEES REPORT

For the year ended 31 August 2022

### Policy

It is the trustees' aim to attain the highest academic levels as well as providing an extra-curricular programme which aims to develop the leisure interests, self-confidence and a desire to contribute towards the community at large.

### Future Developments

In the upcoming financial year the school will be working towards:

- Simplifying accounting systems and budget reporting via a simplified financial software package
- Embedding systems to recover debt in a timely manner
- Improve efficiencies in spending to ensure high value returns for spending
- Manage the transition of trustees to well-trained new appointments who are knowledgeable on financial issues

### Financial Activities

The school's financial position remains good. The Governors signed a deficit budget in this financial year as the roll has stabilised, but below required levels for financial balance. Advice on systems provided by charity accountants has been implemented. The school has moved to a digital accounting system which has overview by trustees and accountants. Bills and invoices are issued digitally with evidenced reconciliation. There has been a review of authorisation procedures, improved use of accounting software and timeliness of reconciliation

### Risk management

The trustees continue to keep the School's activities under review, particularly in regard to any risk that may arise from time to time. They monitor the effectiveness of internal controls and other viable means, including insurance cover where appropriate, by which risks identified can be mitigated. The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. Trustees are increasing control over financial management as the school faces risk in the current financial market as well as with diminished income from a lowered roll. The Trustees have also examined other operational and business risks faced by the Charity.

Two risks identified and mitigated in the period were:

- Provision of strong leadership to manage all areas of the school
- Remedied financial inefficiencies.

### Investment performance

The School's surplus funds are invested in Bank and other deposits. The income from these deposits has fallen in line with the bank base rates and the economic climate

### Reserves Policy

The policy suggests that the reserves should be maintained at a level between 50 to 70% of annual income.

The Trustees recognise that, given the strength of the Charity's balance sheet, that the reserves are currently adequate to withstand a short-term dip in pupil numbers. These reserves are designated for School development and potential acquisition of additional premises.

Should the opportunity to acquire a sports field arise the funds accumulated are available for immediate action. The designated fund is provided to assist families who unexpectedly experience hardship and need assistance to cover their school fees in short-term.

### Directors and Trustees



# Vita et Pax School (Cockfosters) Limited

## TRUSTEES REPORT

For the year ended 31 August 2022

The Board looks to appoint Trustees with a diversity of skills to create a balanced group. Potential Trustees are interviewed by the Chair and other Trustees to determine their commitment and integrity. On joining a skills audit is undertaken, line with this appropriate training is given usually through AGBIS in order that it remains relevant to the independent sector. References are taken up from the Headteacher and through networking. 95% of the Board at anytime consists of past parents or persons with a connection to the school.

All Directors of the Company are also Trustees of the Charity, and there are no other Trustees. The Board of Directors has the power to appoint additional Trustees as it considers fit to do so. There have been resignations during the year. There have been some appointments during the year.

A Westcott  
A Jemal  
A Howell  
K Jeyarajah  
Diane Canade (appointed 8 November 2021, resigned 8 Sept 2022)

All the trustees give their time freely and no remuneration or expenses were paid in the year. Provision for training is arranged and paid for by the school.

### Statement of Trustees' Responsibilities

The Trustees (who are also directors of Vita et Pax School (Cockfosters) Limited for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

Company law required Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the 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 trustees are required to:

- select suitable accounting policies and then apply them consistently;
- comply with applicable accounting standards, including FRS 102, subject to any material departures disclosed and explained in the financial statements;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that 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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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





# **Vita et Pax School (Cockfosters) Limited**

## **TRUSTEES REPORT**

For the year ended 31 August 2022

This report was approved by the board of directors and Trustees on 01 June 2023

and signed on its behalf.



Mrs A P Westcott  
Trustee



# **Vita et Pax School (Cockfosters) Limited**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VITA ET PAX (COCKFOSTERS) LIMITED**

For the year ended 31 August 2022

### **Opinion**

We have audited the financial statements of Vita et Pax (Cockfosters) Limited for the year ended 31 August 2022 which comprise 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 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 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 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 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.





# **Vita et Pax School (Cockfosters) Limited**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VITA ET PAX (COCKFOSTERS) LIMITED**

For the year ended 31 August 2021

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 year 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





# Vita et Pax School (Cockfosters) Limited

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VITA ET PAX (COCKFOSTERS) LIMITED

For the year ended 31 August 2021

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.





## **Vita et Pax School (Cockfosters) Limited**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VITA ET PAX (COCKFOSTERS) LIMITED**

**For the year ended 31 August 2021**

- 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.

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

9 Appold Street  
London  
EC2A 2AP



# Vita et Pax School (Cockfosters) Limited

## STATEMENT OF FINANCIAL ACTIVITIES

(including the income and expenditure statement)

for the year ended 31 August 2022

	Notes	Total 2022 £	Total 2021 £
<b>INCOME FROM:</b>			
<b>Charitable Activities</b>			
School fees	3	908,303	886,345
Other educational income	4	125,176	82,423
<b>Other income</b>	5		
Other trading income		-	-
Other activities		-	243
<b>Investments</b>	6		
Investment Income		2,773	230
<b>Voluntary sources</b>	7		
Grants and donations		5,000	30,905
<b>Total income and endowments</b>		<b>1,041,252</b>	<b>1,000,146</b>
<b>EXPENDITURE ON:</b>			
<b>Charitable activities</b>	8		
Education		1,480,917	1,499,070
<b>Total expenditure</b>		<b>1,480,917</b>	<b>1,499,070</b>
<b>Net operating income/(expenditure)</b>		<b>(439,665)</b>	<b>(498,924)</b>
Net gains on investments	15	-	-
<b>Net income/(expenditure)</b>		<b>(439,665)</b>	<b>(498,924)</b>
Transfer between funds		-	-
<b>Net movement in funds</b>		<b>(439,665)</b>	<b>(498,924)</b>
Fund balances brought forward		1,254,669	1,753,534
Fund balances carried forward	18, 19	<b>815,004</b>	<b>1,254,610</b>

The statement of financial activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The accompanying notes form part of these financial statements.



# Vita et Pax School (Cockfosters) Limited

## BALANCE SHEET

as at 31 August 2022

	Notes	2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible assets	13	<u>349,953</u>	<u>419,618</u>
		<b>349,953</b>	<b>419,618</b>
<b>CURRENT ASSETS</b>			
Debtors	14	<u>142,050</u>	<u>129,672</u>
Cash at bank and in hand		<u>658,155</u>	<u>1,171,591</u>
		<b>800,205</b>	<b>1,301,263</b>
<b>CREDITORS: Amounts falling due within one year</b>	15	<u>(252,827)</u>	<u>(353,195)</u>
<b>NET CURRENT ASSETS</b>		<u><b>547,378</b></u>	<u><b>948,068</b></u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>897,331</b>	<b>1,367,686</b>
<b>CREDITORS: Amounts falling due after more than one year</b>	16	<u><b>(81,827)</b></u>	<u><b>(113,076)</b></u>
<b>NET ASSETS</b>		<u><u><b>815,504</b></u></u>	<u><u><b>1,254,610</b></u></u>
<b>FUNDS</b>			
Unrestricted funds – designated	18	<b>75</b>	<b>75</b>
Unrestricted funds – general	18	<u><b>815,429</b></u>	<u><b>1,254,535</b></u>
		<u><b>815,504</b></u>	<u><b>1,254,610</b></u>

Approved and authorised for issue by the Board of Governors on 26 May 2022 and signed on their behalf by:

Anna Westcott  
Chairman of the Board of Governors

The accompanying notes form part of these financial statements.  
Company Number: 01524865

# Vita et Pax School (Cockfosters) Limited

## CASHFLOW STATEMENT

for the year ended 31 August 2022

CASH FLOW STATEMENT	Notes	2022 £	2021 £
Net cash inflow from operating activities	23	(516,768)	(379,759)
Cash flows from investing activities:			
Bank interest received		2,773	230
Net cash outflow from investing activities		2,773	230
Increase/(decrease) in cash		(513,995)	(379,529)
Cash and cash equivalents at the beginning of the reporting period		1,179,676	1,559,205
Cash and cash equivalents at the end of the reporting period		665,681	1,179,676



# Vita et Pax School (Cockfosters) Limited

## ACCOUNTING POLICIES

for the year ended 31 August 2022

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### 1 ACCOUNTING POLICIES

Vita et Pax School (Cockfosters) Limited is a company limited by guarantee with registered number 01524865, incorporated and domiciled in England and Wales. Its registered office is 64 Priory Close, Green Road, Southgate, London, N4 4AT.

#### 1.1 BASIS OF PREPARATION

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charitable Company is a public benefit entity for the purposes of FRS 102 and therefore the Charity also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP), the Companies Act 2006 and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

These financial statements are prepared on the going concern basis, under the historical cost convention as modified by the revaluation of investments and in accordance with the Companies Act 2006 and applicable accounting standards in the United Kingdom. The principal accounting policies, which have been applied consistently throughout the year, are set out below.

#### 1.2 GOING CONCERN

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the school to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. The trustees have also considered the impact on the school subsequent to the year end of the COVID-19 pandemic and the measures taken to contain it and whilst the ultimate impact of the pandemic cannot currently be quantified, the trustees do not believe that the pandemic will have a significant impact on the ability of the school to continue to operate. After making enquiries the trustees have concluded that there is a reasonable expectation that the school has adequate resources to continue in operational existence for the foreseeable future. The school therefore continues to adopt the going concern basis in preparing its financial statements.

As such the School can expect to be able to meet its liabilities as they fall due in the period of at least 12 months from the date of approval of these accounts. However, there can be no certainty in relation to these matters.

On this basis the Governors have concluded that the School is a going concern. The financial statements do not include any adjustments that would result from the School not being able to meet its liabilities as they fall due.

#### 1.3 COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee, the guarantors at the present time being the Governors, to the extent of £5 each.

#### 1.4 FEES RECEIVABLE AND SIMILAR INCOME

Fees receivable and charges for services and use of premises are accounted for in the period in which the service is provided. Fees receivable are stated after deducting allowances, scholarships and other remissions granted by the school.

#### 1.5 DONATIONS AND FUND ACCOUNTING

Donations received for the general purposes of the school are included as unrestricted funds. Donations restricted by the wishes of the donor or the terms of an appeal are taken to restricted funds. Donations required to be retained as capital in accordance with the donor's wishes are accounted for as endowments – permanent or expendable according to the nature of the restriction.



# Vita et Pax School (Cockfosters) Limited

## ACCOUNTING POLICIES

for the year ended 31 August 2022

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### 1.6 EXPENDITURE

Expenditure is allocated to expense headings, which aggregate all costs relating to the category either on a direct cost basis, or apportioned according to time spent. The irrecoverable element of VAT is included with the item of expense to which it relates.

All costs associated with the provision of education are allocated to Charitable Expenditure. Only the costs directly associated with, or incurred solely in, Raising Funds are allocated to this category. For example, the costs of kitchen and domestic staff who are employed on a short term basis during the school holidays are allocated to the Cost of Raising Funds whereas the costs of the permanent staff are allocated to Charitable Expenditure because they would have to be paid in any event. Likewise, only premises costs that are incurred because of, or to support, the letting activities are allocated to the Costs of Raising Funds.

Governance costs comprise the costs of running the Trust, including strategic planning for its future development, external audit, and all other costs of complying with constitutional and statutory requirements.

### 1.7 TEACHING COSTS

Supplies of games equipment, books, stationery and sundry materials are written off when the expenditure is incurred.

### 1.8 FIXED ASSETS AND DEPRECIATION

All fixed assets are used in direct furtherance of the school's objectives. Fixed assets are included in these financial statements at their original cost less depreciation and accumulated impairment losses provided to date. A capitalisation policy of £2,500 is in place.

Improvements to Leasehold Premises	Amortised annually based on 20 years lease
Improvements to Leasehold Premises (post 31/08/2017)	Amortised based on remaining life of lease
Fixtures and equipment	25% on cost (straight line)

### 1.9 PENSIONS

Full-time and part-time teaching staff employed under a contract of service are eligible to contribute to the Teachers' Pension Scheme (TPS). The TPS, a statutory, contributory, final salary scheme is administered by Capita Teachers' Pensions on behalf of the Department for Education and Skills.

Costs include normal and supplementary contributions. The regular cost is the normal contribution, expressed as a percentage of salary of a teacher newly entering service, which would defray the cost of benefits payable in respect of that service. Variations from the regular pension cost are met by a supplementary contribution. This occurs if, as a result of the actuarial investigation, it is found that the accumulated liabilities for benefits to past and present teachers are not fully covered by normal contributions to be paid in the future and by the fund built up from past contributions. The normal and supplementary contributions are charged to the income and expenditure account in the year.

The school also pays contributions into a Group Personal Pension Scheme for Support staff. The Scheme is a defined contribution pension scheme. The assets of the Scheme are held separately from those of the School in an independently administered fund. The Pension Scheme charge represents contributions payable by the school in accordance with the rules of the Scheme.

### 1.10 LEASES

Rentals paid under operating leases are charged to the Statement of Financial Activities evenly over the period of the lease.

### 1.11 INVESTMENTS

Current asset investments are shown at market value.

### 1.12 CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.



# Vita et Pax School (Cockfosters) Limited

## ACCOUNTING POLICIES

for the year ended 31 August 2022

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### 1.13 FINANCIAL INSTRUMENTS

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

With the exceptions of prepayments and deferred income all other debtor and creditor balances are considered to be basic financial instruments under FRS 102. See notes 14 and 15 for the debtor and creditor notes.

### 1.14 TAXATION

The company is a registered charity and is exempt from taxation as afforded by Section 505 ICTA 1988.

### 1.2 EMPLOYEE BENEFITS

The costs of short-term employee benefits are recognised as a liability and an expense.

## 2 KEY ESTIMATES & JUDGEMENTS

In the application of the company's accounting policies, the Council is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

In the opinion of the Council of Management, the estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities are outlined below.

#### **Critical judgements**

##### *Useful economic lives*

The annual depreciation charge for property, plant and equipment is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 13 for the carrying amount of the property, plant and equipment and note 1.18 for the useful economic lives for each class of asset.

##### *Recoverable value of fee debtors*

The company makes an estimate of the recoverable value of trade and other debtors. When assessing impairment of trade and other debtors, management considers factors including the current credit rating of the debtor, the ageing profile of debtors and historical experience. See note 14 for the net carrying amount of the debtors and associated impairment provision.

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements. The following judgements and estimates are considered by the trustees to have most significant effect on amounts recognised in the financial statements.

# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

### 3 FEE INCOME

The School's activities are carried out within the UK.

The school's fee income comprised:

	2022 £	2021 £
Gross fees	951,803	919,105
Less: Scholarships and bursaries	(43,500)	(32,760)
	<u>908,303</u>	<u>886,345</u>

### 4 OTHER EDUCATIONAL INCOME

	2022 £	2021 £
Extras and disbursements	17,766	4,313
Registration fees	2,820	1,020
Early years funding	52,223	48,774
Other income	52,367	28,316
	<u>125,176</u>	<u>82,423</u>

### 5 OTHER TRADING INCOME

	2022 £	2021 £
Other income	-	243
	<u>-</u>	<u>243</u>

### 6 INVESTMENT INCOME

	2022 £	2021 £
Interest received	2,773	230
	<u>2,773</u>	<u>230</u>

### 7 DONATIONS AND GRANTS

	2022 £	2021 £
Furlough Grant	-	3,826
Other grants	-	10,149
Donations	5,500	16,930
	<u>5,500</u>	<u>30,905</u>



# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

### 8 EXPENDITURE

Charitable expenditure	Staff costs (note 9) £	Other £	Depreciation £	Total 2022 £
Teaching	555,633	69,526	-	625,159
Welfare	-	135,192	-	135,192
Premises and Estates	-	253,780	69,665	323,445
Administration	216,325	143,616	-	359,941
Governance	-	37,180	-	37,180
<b>Total Charitable Expenditure</b>	<b>771,958</b>	<b>639,294</b>	<b>69,665</b>	<b>1,480,917</b>
<b>Total Expended</b>	<b>771,958</b>	<b>639,294</b>	<b>69,665</b>	<b>1,480,917</b>

Charitable expenditure	Staff costs (note 9) £	Other £	Depreciation £	Total 2021 £
Teaching	557,594	38,599	-	596,193
Welfare	-	103,624	-	103,624
Premises and Estates	-	209,359	69,665	279,024
Administration	277,770	213,387	433	491,590
Governance	-	28,639	-	28,639
<b>Total Charitable Expenditure</b>	<b>835,364</b>	<b>593,608</b>	<b>70,098</b>	<b>1,499,070</b>
<b>Total Expended</b>	<b>835,364</b>	<b>593,608</b>	<b>70,098</b>	<b>1,499,070</b>

**(b) Other Governance Costs include:**

	2022 £	2021 £
Auditors' remuneration		
- Audit Fees	17,589	16,950
- Over/underprovision from previous year	-	(3,363)
- Other Auditors remuneration	18,567	10,897
Legal and Professional Fees	989	-

# Vita et Pax School (Cockfosters) Limited

## SCHEDULES OF DETAILED EXPENDITURE

for the year ended 31 August 2022

<b>(c) Administration Costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Salaries	189,747	235,788
National Insurance	14,346	22,473
Pension Costs	12,232	15,176
Redundancy Costs	-	4,333
Subscriptions	11,228	12,694
Staff travel	217	-
Operating Leases	6,639	2,213
IT support	6,918	16,281
Postage and stationery	5,176	14,005
Telephones	3,285	11,413
Marketing and advertising	35,631	13,317
Website	6,350	120
Miscellaneous - Administration	16,279	11,353
Bad debts	22,530	59,436
Depreciation	-	433
Recruitment Costs	2,136	5,330
Other Administration Costs	24,623	63,524
Bank charges and interest	2,604	3,701
	<b>359,941</b>	<b>491,590</b>

## 9 STAFF COSTS

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	605,982	611,516
Redundancy and settlement costs	-	30,437
Social security costs	58,505	58,285
Other pension costs	91,637	99,884
Other staff costs	15,834	35,242
	<b>771,958</b>	<b>835,364</b>

# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

The average monthly number of employees during the year was as follows:

	2022 No.	2021 No.
Teaching	9	10
Administration	10	11
	<u>19</u>	<u>21</u>

The number of employees  
£60,000 in the year was as follows:

	2022 No.	2021 No.
£60,000 - £70,000	1	1
	<u>1</u>	<u>1</u>

The charity considers that the key management personnel of the school include the Head Teacher and the School Bursar. Total employee benefits including pension costs received by the key management personnel were £109,422 (2021: £124,375).

### 10 GOVERNORS REMUNERATION AND BENEFITS

There were no Governors' remuneration or other benefits for the year ended 31 August 2022 nor for the year ended 31 August 2021.

Travel and training expenses of £nil (2021: £nil) were paid by the charity during the year.

### 11 PENSIONS

The School participates in the Teachers' Pension Scheme ('the TPS') for its teaching staff. The pension charge for the year includes contributions payable to the TPS of £89,363 (2021: £84,704) and at the year end £27,614 (2021: £26,848) was accrued in respect of contributions to this scheme.

The TPS is an unfunded multi-employer defined benefits pension scheme governed by The Teachers' Pensions Regulations 2010 (as amended) and The Teachers' Pension Scheme Regulations 2014 (as amended). Members contribute on a "pay as you go" basis with contributions from members and the employer being credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

The employer contribution rate is set by the Secretary of State following scheme valuations undertaken by the Government Actuary's Department. The most recent actuarial valuation of the TPS was prepared as at 31 March 2016 and the Valuation Report, which was published in March 2019, confirmed that the employer contribution rate for the TPS would increase from 16.4% to 23.6% from 1 September 2019. Employers are also required to pay a scheme administration levy of 0.08% giving a total employer contribution rate of 23.68%.

The 31 March 2016 Valuation Report was prepared in accordance with the benefits set out in the scheme regulations and under the approach specified in the Directions, as they applied at 5 March 2019. However, the assumptions were considered and set by the Department for Education prior to the ruling in the 'McCloud/Sargeant case'. This case has required the courts to consider cases regarding the implementation of the 2015 reforms to Public Service Pensions including the Teachers' Pensions.



# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

On 27 June 2019 the Supreme Court denied the government permission to appeal the Court of Appeal's judgment that transitional provisions introduced to the reformed pension schemes in 2015 gave rise to unlawful age discrimination. The government is respecting the Court's decision and has said it will engage fully with the Employment Tribunal as well as employer and member representatives to agree how the discriminations will be remedied. A consultation was launched by the government on 16 July 2020, and closed to responses on 11 October 2020.

The TPS is subject to a cost cap mechanism which was put in place to protect taxpayers against unforeseen changes in scheme costs. The Chief Secretary to the Treasury, having in 2018 announced that there would be a review of this cost cap mechanism, in January 2019 announced a pause to the cost cap mechanism following the Court of Appeal's ruling in the McCloud/Sargeant case and until there is certainty about the value of pensions to employees from April 2015 onwards. The pause was lifted in July 2020 and the government is preparing to complete the cost control element of the 2016 valuations, which is expected to be completed in 2021.

In view of the above rulings and decisions the assumptions used in the 31 March 2016 Actuarial Valuation may become inappropriate. In this scenario, a valuation prepared in accordance with revised benefits and suitably revised assumptions would yield different results than those contained in the Actuarial Valuation.

Until the consultation and the cost cap mechanism review are completed it is not possible to conclude on any financial impact or future changes to the contribution rates of the TPS. Accordingly no provision for any additional past benefit pension costs is included in these financial statements.

<b>12 NET INCOME FOR THE YEAR</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net income is stated after charging:		
Depreciation of tangible fixed assets	<b>69,665</b>	70,098
Operating lease rentals – other	<b>158,519</b>	158,520
Auditor's remuneration		
Audit services for the school- current year	<b>17,589</b>	16,950
Prior year underprovision	<b>1,233</b>	(3,363)
Other auditors' remuneration	<b>18,567</b>	10,897

<b>13 TANGIBLE FIXED ASSETS</b>	Leasehold Property £	Fixtures & Fittings £	<b>Total £</b>
Cost:			
At 1 September 2021	1,409,694	309,844	<b>1,719,538</b>
Disposals	-	-	-
At 31 August 2022	<b>1,409,694</b>	<b>309,844</b>	<b>1,719,538</b>
Depreciation:			
At 1 September 2021	990,076	309,844	<b>1,299,920</b>
Charge for year	69,665	-	<b>69,665</b>
Disposals	-	-	-
Transfer	-	-	-
At 31 August 2022	<b>1,059,741</b>	<b>309,844</b>	<b>1,369,585</b>
Net book value:			
At 31 August 2022	<b>349,953</b>	-	<b>349,953</b>
At 1 September 2021	<b>419,618</b>	-	<b>419,618</b>

# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

### 14 DEBTORS

	2022 £	2021 £
Fees and extras	134,157	234,666
Less provision for doubtful debts	(68,897)	(173,370)
Other debtors	9,734	5,502
Prepayments and accrued income	67,056	62,874
	<u>142,050</u>	<u>129,672</u>

### 15 CREDITORS

Amounts falling due within one year:	2022 £	2021 £
Trade creditors	48,477	17,132
Taxation and social security costs	28,062	203,225
Fee Deposits	21,920	17,175
Fees in advance	107,847	52,039
Other creditors	20,781	24,707
Accruals	25,740	38,917
	<u>252,827</u>	<u>353,195</u>
Deferred income:	2022 £	2021 £
Brought forwards	52,039	-
Released in year	(52,039)	-
Received in year	107,847	52,039
	<u>107,847</u>	<u>52,039</u>
Carried forwards	<u>107,847</u>	<u>52,039</u>

Deferred income relates to schools fees received in advance for the following term.



# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

### 16 CREDITORS DUE AFTER ONE YEAR

	2022 £	2021 £
Amounts falling due after more than one year:		
School fee deposits	81,827	113,076
	<u>81,827</u>	<u>113,076</u>
	2022 £	2021 £
Movement on other creditors		
In one year or less	21,920	17,175
Between two and five years	81,827	113,076
	<u>103,747</u>	<u>130,251</u>



# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

### 18 STATEMENT OF FUNDS

	At 1 September 2021 £	Income £	Expenditure £	Transfer Between Funds £	At 31 August 2022 £
Unrestricted funds:					
General reserve	1,254,594	1,041,252	(1,480,917)	-	814,929
Total designated	75	-	-	-	75
Total funds	1,254,669	1,041,252	(1,480,917)	-	815,004

	At 1 September 2020 £	Income £	Expenditure £	Transfer Between Funds £	At 31 August 2021 £
Unrestricted funds:					
General reserve	1,753,459	1,000,146	(1,499,070)	-	1,254,535
Total designated	75	-	-	-	75
Total funds	1,753,534	1,000,146	(1,499,070)	-	1,254,610

#### Designated Funds

The management committee has earmarked certain funds for enhancement of the charitable aims of the charity.





# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

### 19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	2022 Total £
Tangible fixed assets	349,953	<b>349,953</b>
Current assets	800,205	<b>800,205</b>
Current liabilities	(252,827)	<b>(252,827)</b>
Long term liabilities	(81,827)	<b>(81,827)</b>
Total net assets	<u>815,504</u>	<u><b>815,504</b></u>
	Unrestricted funds £	2021 Total £
Tangible fixed assets	419,618	419,618
Current assets	1,301,263	1,301,263
Current liabilities	(353,195)	(353,195)
Long term liabilities	(113,076)	(113,076)
Total net assets	<u>1,254,610</u>	<u>1,254,610</u>

### 20 COMMITMENTS UNDER OPERATING LEASES

At 31 August 2022, the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 Equipment	2021 Equipment	2022 Land & Buildings	2021 Land & Buildings
Due within one year	<b>8,852</b>	8,852	<b>152,306</b>	152,306
Due between two and five years	-	-	<b>456,917</b>	609,224
	<u><b>8,852</b></u>	<u>8,852</u>	<u><b>609,223</b></u>	<u>761,530</u>

### 21 RELATED PARTIES

During the year the school paid for services from a child of senior management to the value of £420 (2021: £2,650).

### 22 CAPITAL COMMITMENTS

At the year end the school has not committed to any capital projects (2021: £nil).



# Vita et Pax School (Cockfosters) Limited

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2022

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### 23 NOTES TO THE CASHFLOW STATEMENT

	2022	2021
	£	£
Reconciliation of operating result to net cash inflow from operating activities		
Net movement in funds	(439,665)	(498,924)
Depreciation	69,665	70,098
Bank interest received	(2,773)	(230)
Increase/(Decrease) in creditors	(131,617)	55,906
(Increase)/Decrease in debtors	(12,378)	(6,609)
	<u>(516,768)</u>	<u>(379,759)</u>

A handwritten signature in black ink, consisting of a stylized 'P' followed by a cursive 'u'.