

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Trustees

Mrs P Clark  
J Bond  
J Cuisinier  
B Davis  
P Collis

### Charity number

325043

### Auditor

Baxter & Co  
Lynwood House  
Crofton Road  
Orpington  
Kent  
BR6 8QE

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Charity registration number 325043

**THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN  
THE COUNTY OF SURREY**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2024**

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

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# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 AUGUST 2024

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The trustees present their annual report and financial statements for the year ended 31 August 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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).

#### Objectives and activities

The Charitable Trust's objectives are to promote and provide for the advancement of education of children and young persons of either, or both sexes. This is achieved by operating Oakhyrst Grange School to deliver formal full-time and well-rounded education.

#### Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Pupils at the School are able to access a broad-based curriculum supported by a range of sporting, dramatic, artistic and musical activities which enables them to maximise their learning potential.

The School provides a 23/24-hour week timetable of classes. Classes are limited to 20 pupils to enable pupils to have the attention of a teacher in lessons whilst enabling pupils to improve their communication, group work and learn from interactions with their classmates.

The School provides education to the Early Years Foundation Stage (Lower Kindergarten and Kindergarten), Key Stage 1 and Key Stage 2 pupils.

Upon entry into Lower Kindergarten, pupils are able to learn from a combination of structured play and interaction within small groups. In addition to structured play (role play, cutting and sticking etc), pupils are introduced to swimming, music and movement lessons and visits to the junior library, as well as a range of art media, such as still life drawing and puppet making. During Lower Kindergarten and Kindergarten, pupils are able to develop their confidence, social interactions and gain the skills needed to progress to Key Stage 1.

At Key Stage 1, year 1 pupils' reading and writing skills are developed through the reading scheme and weekly spelling tests. Music and computing lessons are also introduced and, in year 2, pupils are taught French as a second language.

In Key Stage 2, the School focuses on progressing pupils' independent learning to enable them to become well-rounded and fulfilled individuals ready for senior school at the end of year six. Pupils are offered the opportunity to become monitors and prefects to help support their peers, aiding the development of social and communication skills.

From year 3, pupils are able to take part in active Forest School sessions where pupils are taught outdoors by a qualified Forest School Leader. Forest Schools is an innovative outdoor approach to learning which encourages and inspires children through positive outdoor experiences. Forest Schools sessions are much more than "play" and allow children to gain positive experiences outdoors and appreciate and handle risks by having small achievable targets. Pupils review and reflect on the sessions to help build their confidence. Pupils who struggle to concentrate in a formal classroom setting have been found to particularly benefit from these sessions and the wider breadth of creativity and independence provided.



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2024

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Pupils are taught to swim from age four and take part in weekly swimming lessons throughout the year in the School's swimming pool. Year 6 pupils take part in the "It's A Fish Out Life Saving Competition" which involves a variety of activities such as treading water, rope throwing and answering questions on water safety to improve confidence in the water. All pupils take part in weekly PE and games lessons as part of the curriculum and the School participates competitively in a number of sports, promoting fitness and healthy competition.

Pupils can also benefit from drama lessons. Classes perform in one or two assemblies through the year, which advances their confidence and communication skills. The School offers a wide range of peripatetic music lessons with many of the children playing at least one musical instrument. Students are encouraged to sit The Royal Associated Board of Music and Guild Hall examinations.

The School runs a number of extra-curricular activities to nurture its pupils' interests and hobbies. These activities include ballet, judo, badminton, tennis, hockey, athletics and archery. In the academic year September 2021/2022, 33 pupils passed their ballet examinations and all pupils who took LAMDA (The London Academy of Music and Dramatic Art) examinations passed with distinction.

In addition to providing the curriculum to pupils, the School takes a holistic approach to education and offers a wide range of experiences that help pupils to build confidence and social skills. For example, pupils are offered ample opportunity to take a greater role in serving their community by engaging with the local Police scheme and initiatives. The School also offers opportunities in the local community with the Fire Brigade.

Accordingly, pupils at the School are able to benefit from a broad-based curriculum supported by a range of creative opportunities, enabling them to become happy and confident individuals who are ready to progress to secondary school.

In addition to its primary focus on education of pupils the trust provides public benefit by:

- hiring out the two school halls to individuals and local organisations at very reasonable rates. The Cameron Hall has catering facilities and is regularly used by local families for private functions as well as members of the school community. The Fair Dene Hall in the Brookes Winterflood Annexe is used by local music groups for concerts.
- the school now being an established ABRSM Music Examination Centre with the facility being available to children from local state and private schools as well as our own pupils for this purpose on a termly basis.
- the school now being an established LAMDA Examination Centre with the facility being available to children from local state and private schools as well as our own pupils for this purpose twice annually.
- the school being a recognised Examination Centre for the Royal Academy of Dance.
- making the heated indoor swimming pool available at very reasonable rates for hire to local state schools, Scout groups and to local businesses that promote community swimming for mums, toddlers and children throughout the week.
- having close links with St. Mary's Church, Caterham. The Reverend Frany Long from St Mary's has worked closely with the school in organising both the Harvest Festival Service, donations from which were distributed to local care homes, and the Carol Service in recent years and we have formed a friendly working relationship with the full time Priest Reverend Canon Trevor Mapstone. Money has been raised for the church roof appeal.
- having strong links with the local Rotary Club and Round Table which afford us the opportunity to assist them with the storage of their equipment. We also lend them our own equipment such as tables, benches and staging for their own fund raising events. The same arrangements are in place for the local Chaldon Fete.
- Raising £1,319.18 for local, national and international charities. These included Read for Good, Royal British Legion, The Children's Trust (Tadworth), The Trussel Trust and St Mary's Church Lego Appeal for the church roof.



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2024

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#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

The Trustees consider that the performance of the Charity this year has been satisfactory. The Trustees are constantly looking at ways to improve and maintain performance by working with the Headmaster with the School Development Committee as a guide.

While the School has been hit by the recent imposition of VAT and pupil numbers are not at full capacity, the trustees have taken actions to control expenditures and guarantee the future stability of the charity. Staff levels have been maintained, and in some cases increased, in order to continue offering a broad range of subjects and curriculum initiatives.

The School has continued to develop its sporting profile with opportunities for our pupils to compete against other local schools, state and independent, and at Regional and National levels. This year the School have been able to run a full programme of clubs and activities. We also engaged in an extensive programme of sporting fixtures for boys and girls in a wide variety of sporting events. These included netball, hockey, swimming, athletics, cross country, football and cricket. The children in the ages Under 9 (Years 3 and 4) and Under 11 (Years 5 and 6) were given good access to all of the above. Indeed, it was most rewarding to start to rebuild a regular fixture list for individual matches and tournaments at local, Regional and National levels.

There has been a very full programme of peripatetic Ballet, Modern Dance and LAMDA teaching. 34 ballet dancers took their ballet examinations successfully. A total of 56 pupils enjoyed Modern Dance lessons. In LAMDA we had some excellent results; all children passed their examinations with merits or distinctions. In excess of 60 children took individual peripatetic music lessons each week during the academic year in the following instruments: piano, violin, viola, flute, fife, guitar, cello, tenor horn and singing. Subsidised ensemble groups were run for the following – Guitar, Violin, Orchestra and a free Chamber choir. During the year orchestral pupils attended an Orchestral Day and Concerts at Caterham and Woldingham Schools. The School was able to hold and host Form Assemblies, Class Concerts, Year 5 & 6 Easter and Remembrance Services and the Nativity Play as well as the Harvest Festival and Carol Services at St. Mary's Church. The summer term was rounded off with a very successful production of Frozen.

#### **Financial review**

##### **Results for the year**

The incoming resources for the year ended 31 August 2024 were £1,854,895 and the outgoing resources amounted to £1,959,531 resulting in deficit for the year of £104,636.

It is the policy of the charity to maintain unrestricted funds at a level which is in excess of 12 months unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs. Unrestricted funds amounted to £2,059,992 at the year end.

##### *Investment policy*

The Trust Deed authorises the trustees to make and hold investments using the general funds of the charity, but no such investments are presently held.

##### *Major risks*

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



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2024**

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### **Plans for future periods**

The first phase of the toilet and changing room refurbishment programme is essentially complete and future developments have been put in abeyance in order to review the financial circumstances in more general terms. This being said it is hoped that going forward the school will eventually be in a position to complete all three phases of the planned refurbishment to improve the facilities in the main building.

We will also continue to further upgrade the infrastructure for our IT provision in the light of the more recent upgrade in broadband provision. This has enabled us to take a more objective view of the teaching of IT across the whole curriculum.

We are continuing to review and update our assessment, recording and monitoring processes in order to work towards best practice in these areas. The profiling of pupil progress and the consequent data analysis across the whole school is a major factor in curriculum development going forward. Closer links with all of the Senior Schools that our pupils go on to attend need to be enhanced. This, too, is an ongoing process of considerable importance. As of September 2025 the school will be under the leadership of a new Headteacher. It will be a significant role of the new Headteacher to forge strong and sustainable links on a personal level with all of the senior schools in the district.

We continue to seek ways to offer community benefit for the use of our grounds and facilities in consultation with other schools and community groups. Going forward we look to encourage greater use of our woodlands and outdoor spaces for Forest Schools based activities. Local sports coaches and sports development companies will continue to be offered access for holiday activities. Closer links with individual local sporting clubs will be an important ongoing development.

As part of the focus on maintaining financial resilience in response to impending taxation changes the Board will be considering ways of limiting future costs and the school are developing active marketing strategies in order to maintain pupil numbers.

During the year the Trustees and the Board worked with solicitors to implement their recommendations to update the Trust to a Charitable Incorporated Organisation. It is now expected that this exercise will be completed during the coming year.

### **Structure, governance and management**

The charity is constituted by Trust Deed dated 1 March 1974 under charitable number 325043.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs P Clark

J Bond

J Cuisinier

B Davis

P Collis

C Dickie

(Deceased 11 February 2025)

### **Recruitment and appointment of trustees**

The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee. All new trustees are advised of their responsibilities under charity law and training opportunities are made available for relevant issues relating to charity and employment law. The trustees hold meetings at least once in every school term and at such times as they shall from time to time decide. The trustees may convene a special meeting upon at least four days' notice being given to the other trustees.

The trustees delegate the day to day responsibility for the charitable objectives to professional teaching staff.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2024**

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### *Organisational structure*

The charity is governed by a trust deed executed 1 March 1974. The trustees oversee the management of the trust.

The trustees' report was approved by the Board of Trustees.



J Cuisinier

Trustee

Date: 10.05.2025



# **THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 AUGUST 2024***

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

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

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#### Opinion

We have audited the financial statements of The Oakhyrst Grange Educational Trust at Caterham in the County of Surrey (the 'charity') for the year ended 31 August 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows 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 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 charity's affairs as at 31 August 2024 and of its incoming resources and application of resources, 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 charity 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 charity'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 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 this gives rise to 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.



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

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#### Matters on which we are required to report by exception

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

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

#### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees 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 charity'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 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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### Other matters

Your attention is drawn to the fact that the charity has prepared financial statements 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)" (as amended) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

#### Use of our report

This report is made solely to the charity'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 charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE  
COUNTY OF SURREY**

**INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

**TO THE TRUSTEES OF THE OAKHYRST GRANGE EDUCATIONAL TRUST AT  
CATERHAM IN THE COUNTY OF SURREY**

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*Baxter & Co.*

**Baxter & Co**

20 June 2025

**Chartered Accountants  
Statutory Auditor**

Lynwood House  
Crofton Road  
Orpington  
Kent  
BR6 8QE

Baxter & Co 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.



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Income and endowments from:</b>			
Charitable activities	3	1,531,413	1,383,009
Other trading activities	4	3,355	3,127
Investments	5	29,144	15,099
Other income	6	290,983	260,759
<b>Total income</b>		<b>1,854,895</b>	<b>1,661,994</b>
<b>Expenditure on:</b>			
Charitable activities	7	1,959,531	1,690,692
<b>Total expenditure</b>		<b>1,959,531</b>	<b>1,690,692</b>
<b>Net expenditure and movement in funds</b>		<b>(104,636)</b>	<b>(28,698)</b>
<b>Reconciliation of funds:</b>			
Fund balances at 1 September 2023		2,164,628	2,193,326
<b>Fund balances at 31 August 2024</b>		<b>2,059,992</b>	<b>2,164,628</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## BALANCE SHEET

AS AT 31 AUGUST 2024

	Notes	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Tangible assets	13		1,648,648		1,466,606
<b>Current assets</b>					
Debtors	14	52,781		77,150	
Cash at bank and in hand		1,002,468		936,028	
		1,055,249		1,013,178	
<b>Creditors: amounts falling due within one year</b>	15	(643,905)		(315,156)	
<b>Net current assets</b>			411,344		698,022
<b>Total assets less current liabilities</b>			2,059,992		2,164,628
<b>The funds of the charity</b>					
Unrestricted funds	18		2,059,992		2,164,628
			2,059,992		2,164,628

The financial statements were approved by the trustees on 13.05.2025

J Culsinier  
Trustee



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	2024 £	£	2023 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	23		402,106		52,875
<b>Investing activities</b>					
Purchase of tangible fixed assets		(364,810)		(148,356)	
Investment income received		29,144		15,099	
<b>Net cash used in investing activities</b>			(335,666)		(133,257)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			66,440		(80,382)
Cash and cash equivalents at beginning of year			936,028		1,016,410
<b>Cash and cash equivalents at end of year</b>			<u>1,002,468</u>		<u>936,028</u>

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

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### 1 Accounting policies

#### Charity information

The Oakhyrst Grange Educational Trust at Caterham in the County of Surrey is charitable Trust.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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 £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold property	2% straight line
Property improvements	10% straight line
Swimming pool	4% to 20% straight line
Hard surface play sports area	4% to 20% straight line
Computers	33% straight line
Motor vehicles	20% reducing balance
Playing fields	not depreciated
Furniture & equipment	20% reducing balance - 20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 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, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity 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.

#### *Basic financial assets*

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price.

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

The cost of providing benefits under defined benefit plans is determined separately for each plan using the projected unit credit method, and is based on actuarial advice. The TPS is an unfunded multi-employee scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are 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 ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Advancement of education		
Fees and grants receivable	1,531,413	1,383,009



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 4 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising events	3,355	3,127

### 5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	29,144	15,099

### 6 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from clubs and lettings	290,983	260,759

### 7 Expenditure on charitable activities

	Advanceme nt of education 2024 £	Advanceme nt of education 2023 £
<b>Direct costs</b>		
Staff costs	1,168,762	1,053,326
<b>Share of support and governance costs (see note 8)</b>		
Support	747,555	608,232
Governance	43,214	29,134
	1,959,531	1,690,692
<b>Analysis by fund</b>		
Unrestricted funds	1,959,531	1,690,692

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 8 Support costs allocated to activities

	2024 £	2023 £
Depreciation	182,768	110,157
Establishment expenditure	392,075	338,029
Bank charges & loan interest	3,051	2,156
Other administrative costs	169,661	157,890
Governance costs	43,214	29,134
	<u>790,769</u>	<u>637,366</u>
<b>Analysed between:</b>		
Advancement of education	<u>790,769</u>	<u>637,366</u>

	2024 £	2023 £
<b>Governance costs comprise:</b>		
Audit fees	12,676	9,659
Legal and professional	30,538	19,475
	<u>43,214</u>	<u>29,134</u>

### 9 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	12,676	9,659
Depreciation of owned tangible fixed assets	<u>182,768</u>	<u>110,157</u>

### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 11 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Trustees	7	8
Teachers	15	13
Teaching support	8	7
Caretaker	1	2
Catering	4	2
Administration	4	4
Total	39	36

#### Employment costs

	2024 £	2023 £
Wages and salaries	946,709	851,712
Social security costs	70,640	74,998
Other pension costs	151,413	126,616
	1,168,762	1,053,326

The employees costs include a compensation payment (£8,183) and a PILON payment (£2,340) made to one member of support staff.

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2024 Number	2023 Number
£80,000-£90,000	1	1

#### Remuneration of key management personnel

The key management personnel of the School, comprise the Headteacher and the senior management team. The total amount of key management personnel remuneration and benefits received by key management personnel for their services to the School was £268,059 (2023: £256,467).

### 12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2024

13 Tangible fixed assets	Freehold property	Property improvements	Swimming pool	Hard surface play sports area	Computers	Motor vehicles	Playing fields	Furniture & equipment	Total
	£	£	£	£	£	£	£	£	£
<b>Cost</b>									
At 1 September 2023	325,075	974,312	541,528	469,849	66,499	34,965	15,390	261,290	2,688,908
Additions	-	353,314	-	-	10,617	879	-	-	364,810
At 31 August 2024	325,075	1,327,626	541,528	469,849	77,116	35,844	15,390	261,290	3,053,718
<b>Depreciation and impairment</b>									
At 1 September 2023	130,133	392,655	245,996	155,764	59,991	7,284	-	230,479	1,222,302
Depreciation charged in the year	6,101	104,971	21,231	34,256	4,334	5,712	-	6,163	182,768
At 31 August 2024	136,234	497,626	267,227	190,020	64,325	12,996	-	236,642	1,405,070
<b>Carrying amount</b>									
At 31 August 2024	188,841	830,000	274,301	279,829	12,791	22,848	15,390	24,648	1,648,648
At 31 August 2023	194,942	581,657	295,532	314,085	6,508	27,881	15,390	30,811	1,466,606



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

<b>14 Debtors</b>		<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
Amounts falling due within one year:			
Trade debtors		616	10,344
Prepayments and accrued income		52,165	66,806
		<u>52,781</u>	<u>77,150</u>
<b>15 Creditors: amounts falling due within one year</b>		<b>2024</b>	<b>2023</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
Other taxation and social security		20,375	19,541
Deferred income	<b>16</b>	330,970	124,668
Trade creditors		46,154	52,176
Other creditors		19,506	12,821
Accruals		226,900	105,950
		<u>643,905</u>	<u>315,156</u>
<b>16 Deferred income</b>		<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
Other deferred income		330,970	124,668
Deferred income is included in the financial statements as follows:			
		<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
Deferred income is included within:			
Current liabilities		330,970	124,668
Movements in the year:			
Deferred income at 1 September 2023		124,668	96,196
Released from previous periods		(124,668)	(96,196)
Resources deferred in the year		330,970	124,668
Deferred income at 31 August 2024		<u>330,970</u>	<u>124,668</u>

# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 17 Retirement benefit schemes

	2024 £	2023 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	26,847	27,203

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

### 18 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 September 2023 £	Incoming resources £	Resources expended £	At 31 August 2024 £
General funds	2,164,628	1,854,895	(1,959,531)	2,059,992
Previous year:	At 1 September 2022 £	Incoming resources £	Resources expended £	At 31 August 2023 £
General funds	2,193,326	1,661,994	(1,690,692)	2,164,628

### 19 Financial commitments, guarantees and contingent liabilities

At the year end there was a potential contingent liability relating to the Teachers' Pension Scheme for five members of staff who should have been part of this pension scheme during their employment. The potential liability is not able to be quantified at this stage.

### 20 Operating lease commitments

#### Lessee

The operating leases represent leases of Photocopiers and a minibus, to third party. The leases are negotiated over terms of one year and rentals are fixed for 12 years.

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	9,710	-



# THE OAKHYRST GRANGE EDUCATIONAL TRUST AT CATERHAM IN THE COUNTY OF SURREY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 21 Capital commitments

Amounts contracted for but not provided in the financial statements:

At 31 August 2024 the School was committed to completing Phases 1 and 2 of the Main Building Refurbishment Project, with costs to completion of £77,195 (Phase 1: £3,606 and Phase 2: £73,589).

### 22 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

23 Cash generated from operations	2024 £	2023 £
Deficit for the year	(104,636)	(28,698)
Adjustments for:		
Investment income recognised in statement of financial activities	(29,144)	(15,099)
Depreciation and impairment of tangible fixed assets	182,768	110,157
Movements in working capital:		
Decrease/(increase) in debtors	24,369	(16,143)
Increase/(decrease) in creditors	122,447	(25,814)
Increase in deferred income	206,302	28,472
<b>Cash generated from operations</b>	<b>402,106</b>	<b>52,875</b>

### 24 Analysis of changes in net funds

The charity had no material debt during the year.