

The Holland Park School Charity

REPORT and FINANCIAL STATEMENTS

for the year ended

31 March 2007

Charity Registration No: 1108984

The Holland Park School Charity

CONTENTS

| | Page |
|-----------------------------------|---------|
| Charity details | 1 |
| Trustees' Report | 2 - 7 |
| Independent auditors' report | 8 |
| Statement of Financial Activities | 9 |
| Balance Sheet | 10 |
| Accounting policies | 11 |
| Notes to the Financial Statements | 12 - 13 |

The Holland Park School Charity

CHARITY DETAILS

TRUSTEES: Richard Nelson Chair
Rosemary Nelson
John Baker
Simon Etheridge
Helen Rambaut

CHIEF EXECUTIVE: Nicola Leach

PRINCIPAL ADDRESS: Holland Park School
Airlie Gardens
Campden Hill Road
London
W8 7AF

CHARITY NUMBER: 1108984

BANKERS: Lloyds TSB Private Banking Limited
Mayfair
50 Grosvenor Street
London
W1K 3LF

SOLICITORS: Radcliffes Le Brasseur
5 Great College Street
Westminster
London
SW1P 3SJ

AUDITORS: Baker Tilly UK Audit LLP
12 Gleneagles Court
Brighton Road
Crawley
West Sussex
RH10 6AD

REPORT OF THE TRUSTEES OF THE HOLLAND PARK SCHOOL CHARITY

The trustees of The Holland Park School Charity ("The Charity") present their report and audited financial statements for the year ended 31 March 2007, which have been prepared in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in April 2005 and the Charities Act 1993.

GOVERNING DOCUMENT

The Charity is constituted under a trust deed dated 17 March 2005 and is a registered Charity, number 1108984.

GOVERNANCE

The trustees of the Charity, who have held office throughout the year, are as follows:

Richard Nelson (Chair)
Rosemary Nelson
John Baker
Simon Etheridge
Helen Rambaut

The full number of trustees is five individuals, two of whom shall be nominated by The Governors of Holland Park School and one of whom shall be nominated by The Royal Borough of Kensington and Chelsea. The First Trustees will hold office for periods of 3, 4 and 5 years and may put themselves forward for re-appointment. Future Trustees will be appointed for terms of office of 3 years by resolution of the Trustees subject to the powers of nomination conferred upon The Governors of Holland Park School and the Royal Borough of Kensington and Chelsea.

As part of their induction, new Trustees will meet with the Chair, the Board, and the Chief Executive Officer covering the grant making process, roles and responsibilities, and a brief history of the Charity. Individuals will be furnished with the Charity Commission guidance 'The Essential Trustee: What you need to Know' and directed to appropriate resources within the Charity Commission's web site. Additionally they will be given access to the quarterly editions of the news letter issued by the specialist charity division within accountants Baker Tilly.

The Trustees will meet at least twice a year. At these meetings they will agree the board strategy and areas of activity for the Charity including fund raising, grant making, reserves and risk management policies and performance. The day to day administration of grants and the processing and handling of applications, subject to the terms of the grant approval process, is delegated to the Chief Executive who submits Trustee reports on a monthly basis.

During the period the Charity has adopted the working name of HPS Trust in accordance with the rules and regulations of the Charities Commission.

ORGANISATION

The Trustees are grateful to Holland Park School for the providing office facilities for the Charity and for the on going support and commitment from the Head, Leadership Team. Without the energy and enthusiasm of teachers who have applied for funding and who have run projects over and above their usual work load the Trust would not be able to achieve its aim and therefore thanks are extended to all who have taken the time to apply for funds. The Trustees are also grateful to the accounts department who have given their time and effort to support the Charity during this period, particularly during the months of December to February.

ADVISORS

The names and addresses of the charity's advisors are shown on page 1.

AIMS AND OBJECTIVES

The objectives of the charity are the advancement and further education of the pupils at Holland Park School, and other such secondary schools in the United Kingdom that the trustees in their absolute discretion select.

The aims of the charity are:

- To provide funding for projects that seek to provide facilities and services not required to be provided by the local education authority or the learning and skills council for education, welfare and special benefits.
- To provide research, support and advice to Holland Park School and other such secondary schools as outlined above, in matters relating to the charity's objective.
- To raise funds to support the on going activities of the charity

GRANT POLICY

Responsibility for the award of grants resides with the Trustees of the Charity. Grants are awarded in accordance with the objectives of the Charity to a maximum of £283,000 in the period after assessment by Leadership Group and the CEO, at the discretion of the Trustees,. Applications for over £20,000 require prior approval by the Chair of Trustees.

Applications must comply with the risk assessment of the school and the Borough where appropriate.

ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

During 2006/7 the Trust has continued to grant funding to applications proposed by Holland Park School including those that build on previous successful projects and the introduction of new projects. The focus for funding in the year was stated as:

1. Student incentive/reward
2. Staff incentive/reward
3. Grade improvement

Funding of £247,600 was awarded to 41 projects.

Over 450 students participated in at least one Trust funded project during the period an increase of 28% on 2005/6). In most cases criteria for student participation in a funded project was pre determined by the fund holder and included competition, expected and actual achievement level, subject focus, exam year focus.

Grants £50,000+

Two grants of £50,000+ were awarded in the year. Funding of £75,000 was granted in support of the schools successful application for Special School Status as a Humanities College and £50,000 was granted to the continuation of the Breakfast Club for a further 12 months.

Special School Status - Humanities College

The Charity was very pleased to provide the required financial support for Holland Park School to achieve special school status which was granted in February 2007. The school view attaining Specialist School status in Humanities as a vital element in driving forward their commitment to continuous quality improvement and improved attainment and believe that specialist status in Humanities will progress their journey towards being a centre of excellence in and for the community within the next four years.

Breakfast Club

Over 600 students have been involved with the breakfast club during the year with an average daily usage of 140 students. Teachers are also regular users of the Club which, in the relaxed café environment helps foster relations between students and teachers. An impact report produced by the School in relation to the Breakfast Club reports a direct link between attending the Breakfast Club and the reduction in the number of students registering late in the school. The club is also used by the school Inclusion Team with key target students and as an incentive for and Special Educational Needs team with a reported 'significant positive impact on the behaviour of some SEN students'.

Grants £10,000 – £49,900

Three grants were awarded in this bracket. A Uganda School link project was awarded £19,900; £15,400 for an Artist in Residence; and the Good Citizen Card programme was awarded £10,000.

Uganda school link

The Charity funded an initial spring board/reconnaissance project which took place in the summer of 2006. Eleven teachers from cross curricula disciplines at Holland Park School spent two weeks in Uganda working with the link school, St Janan Luwun Secondary School, Kampala, with a focus on sharing of practice, mapping of schemes of work to teach concurrent work at the two schools. The intention is to establish a permanent link with the school, with the aim of broadening students' horizons and opening up opportunities outside the normal school experience. Working together with Promoting Equality in African Schools and Bridges to Africa the link has continued to be developed during the school year and it is hoped that student exchanges will take place in future years.

Artist in Residence

Having provided funding for an Artist in Residence during 2005/6 the Trust has committed funding for a further year to continue developing support for GCSE, AS and A level students and advising A level students on the preparation of portfolios for Art school entry and running workshops.

Good Citizen Card

The scheme, established to recognise and encourage a high standard of good behaviour by students on the school site and in the community, was launched in Autumn 2006. Being a holder of the Good Citizen Card will be a requirement for certain activities in school, and for access to many retail outlets local to the school.

All students have the opportunity to apply for a Good Citizen Card. By summer term 2007 10% of students had been successful in their application.

Grants £5,000 - £9,999

Of the six projects funded at this level £8,500 was granted to a History and RE trip to Poland: £7,000 was granted to AS Media Studies trip to New York. Two English department projects, Pen to Paper and Raising Achievement received £7,000 and £6,000 respectively. A Student Leaders programme of training and leadership duties was supported with a grant of £5,600 and £5,000 was granted to the Reading Partner Group.

Trip to Poland

In 2005/6 the Charity granted funding to a History and RE trip to Poland which included visits to Auschwitz and Krakow for 20 year 9 and 10 students. The impact upon students who participated in the trip and the feedback they presented to the school and members of the community was such that the Charity granted funding of £8,500 for a second group of students to participate in the trip in 2006/7.

AS Media Studies trip to New York

21 AS Media Studies students went to New York where they created material for their exam using the city as the theme. The academic impact of this trip will be seen in the exam results announced in summer 2007.

Pen to Paper

The Charity supported the launch of the Pen to Paper competition which aims to raise awareness and motivation for the writing of poetry and short stories by means of a bi annual cross school competition. 29 students had their work published in the first bound publication of the Pen to Paper. The second publication will be printed in the autumn of 2007.

Raising achievement

An in house revision programme was devised by the English department and run over a series of days in the school holidays for Yr 9 students prior to SAT examinations. Impact of the programme will be seen in the exam results.

Reading Partner Group

The Reading Partner Group has been running at Holland Park School for four years with funding from John Lyons Charity. When terms for funding ceased the Charity granted funding for a 12 month period for the purposes of administration of the scheme and for reward trips for students completing English Speaking Board exams. This group has continued to foster relations with the local community with over 50 adults committing their time to be Reading Partners with students at Holland Park School. It also provides an additional opportunity to develop reading and communication skills of students many of who have English as an additional language and to give further support to students on the SEN register.

Student leaders

A Student Leader programme was introduced in September 2006 with the intention of the appointed 6th Form students developing leadership skills and providing role models for other students in the school. Working together with the Leadership Group Student Leaders have played an active role throughout the year in enforcing codes of conduct around the school and representing the school at internal and external events. The success of the first year of the programme will ensure it's continuity in the next academic year.

Grants £1,000 – £4,999

21 projects fall into this level of funding including 3 in the English department which, working together with external resources, including poet Simon Armitage whose work forms part of the GCSE syllabus, gave exceptional pre-exam focus to GCSE students. The academic impact of this funding will be assessed when exam results are available in summer 2007.

Funding of £4,500 was granted for a group of twenty GCSE French students to spend four days visiting Cannes, France (twinned with Royal Borough of Kensington and Chelsea). The trip included a day in a French school and a civic reception at Cannes Town Hall. The academic impact of this funding will be assessed when exam results are available in summer 2007.

3 projects at this level of funding were granted to the 6th Form during the year. The projects focussed on supporting and developing the responsibility and maturity of 6th form students and included a Dining Club, and a residential trip focussing on team building through the use of outdoor activities and Yr 13 students supporting Yr 12 students with university applications.

3 projects at this level of funding were granted to the PE department and included provision of funding for external coaching in rock climbing gave additional skills to GCSE students. The impact of funding will be assessed when exam results are available in summer 2007.

Exceptionally during the year funding was given to text books resource in PE, Geography, History and Maths.

Grants up to £999

The Charity has granted small levels of funding to 9 different projects including trips for students to, Oxford University and a tennis championship; promotion of healthy eating, student conduct, engaging with charitable work and exploring teaching methods.

Other activities

Holland Park School is expected to be awarded ArtsMark in May 2007, the national award scheme managed by Arts Council England that recognises schools with a high level of provision in the arts, dance, drama and music. The application has been strengthened by the Artist in Residence, Stomp Learning Workshop, Drama revision weekends, Recording studio in the Music department, Dance Tour with Union Dance and the school Theatre Club projects all of which have been funded by the Charity between 2005 and 2007.

In addition to funding projects the Charity has facilitated connections with external organisations and groups.

Post Graduate and undergraduate students from Imperial College who, via their Pimlico Connection mentoring scheme, have worked with Holland Park School students in the subjects of Maths and Science every Wednesday afternoon for a period of 17 weeks. The success of this project has resulted in closer links for 2007/8 which will include a scientist in residence project. Additionally this model has provided a catalyst for extending links with other Higher Education Institutions namely, Kings College London, Westminster University and University College London.

The Charity introduced the String Quartet, Mobius, to the School which lead to a week of string instrument workshop, including a harp, and culminating in a string quartet performance in the newly refurbished Library. This introduction of interactive classical musical to school gave rise to an increased take up in string instrument lessons.

Following the introduction of Juliette Stainforth to the school Librarian, Juliette has kindly extended her 'books for hospital programme' to include HPS School. The school librarian is now working closely with Juliette to widen the choice of books available to student and to date has added over 150 books to the library.

FINANCIAL REVIEW

The charity funds its activities by a combination of the initial donation with which the charity was started in March 2005 and interest income from the said sum.

During the year, incoming resources of £48,078 were received. The incoming resources were applied to furthering the objects of the charity.

The net movement in funds for the year, as shown in the statement of financial activities, amounted to a deficit of £245,031.

The value of the charity's net assets at 31 March 2007 was £824,880.

PLANS FOR FUTURE PERIOD

The Charity will continue to invite applications for project funding. Applications will be evaluated with reference to the strategic objectives of the charity and full or part funding will be awarded, at the discretion of the Applications Approval Committee, where the criteria are met, within the budget limits for any given year.

The charity has plans to commence fund raising in order to provide a longer term commitment to its objectives and will explore relations with institutions and other charities in order to broaden the expertise and resource available

RESERVES POLICY

The unrestricted funds at 31 March 2007 will be retained to finance the Charity's policy of charitable support.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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 its financial position at the end of the year. In preparing those financial statements, the trustees are required to

- a select suitable accounting policies and then apply them consistently;
- b make judgements and estimates that are reasonable and prudent;
- c prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the requirement of the Charities Act 1993. 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.

INTERNAL CONTROLS AND THE MITIGATION OF MAJOR RISKS

The trustees are in the process of identifying and reviewing the major risks of the charity and will establish internal controls to mitigate these risks, including an annual review. The trustees confirm that controls implemented to date are appropriate to the size of the charity and the nature of its operation.

AUDITORS

The Trustees, having been notified of the cessation of the partnership known as Baker Tilly, resolved that Baker Tilly UK Audit LLP be appointed as successor auditor with effect from 1 April 2007. Baker Tilly UK Audit LLP has indicated its willingness to continue in office.

Approved by the Trustees on 2 October 2007

Richard Nelson
Chair of Trustees

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF THE HOLLAND PARK SCHOOL CHARITY

We have audited the financial statements on pages 9 to 13.

This report is made solely to the charity's trustees as a body, in accordance with the Charities Act 1993. 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.

Respective responsibilities of trustees and auditors

The trustees' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

We have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Charities Act 1993. We also report to you if, in our opinion, the Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

We read other information contained in the Annual Report, and consider whether it is consistent with the audited financial statements. This other information comprises only the Trustees' Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the charity's affairs as at 31 March 2007 and of its incoming resources and application of resources in the year then ended and have been properly prepared in accordance with the Charities Act 1993.

BAKER TILLY UK AUDIT LLP
Registered Auditor
Chartered Accountants
12 Gleneagles Court
Brighton Road
Crawley, West Sussex
RH10 6AD

15 November 2007

The Holland Park School Charity

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 March 2007

| | <i>Notes</i> | Total unrestricted funds 1 April 2006 to 31 March 2007 | Total unrestricted funds 17 March 2005 to 31 March 2006 |
|---|--------------|---|--|
| INCOMING RESOURCES | | | |
| Incoming resources from generated funds | | | |
| Donations | 1 | 100 | 1,290,743 |
| Investment income | 2 | 47,978 | 39,376 |
| | | <hr/> | <hr/> |
| TOTAL INCOMING RESOURCES | | 48,078 | 1,330,119 |
| | | <hr/> | <hr/> |
| RESOURCES EXPENDED | | | |
| Charitable Activities | 3 | 275,600 | 254,711 |
| Governance costs | 4 | 17,509 | 5,497 |
| | | <hr/> | <hr/> |
| TOTAL RESOURCES EXPENDED | | 293,109 | 260,208 |
| | | <hr/> | <hr/> |
| NET (OUTGOING)/INCOMING RESOURCES FOR THE PERIOD | 5 | (245,031) | 1,069,911 |
| TOTAL FUNDS BROUGHT FORWARD | | 1,069,911 | - |
| | | <hr/> | <hr/> |
| TOTAL FUNDS CARRIED FORWARD | | 824,880 | 1,069,911 |
| | | <hr/> | <hr/> |

All income arises from continuing activities of the Charity. The Charity had no recognised gains or losses other than those dealt with in the Statement of Financial Activities.

The notes on pages 11 to 13 form an integral part of these accounts.

The Holland Park School Charity

BALANCE SHEET

31 March 2007

| | <i>Notes</i> | 2007 £ | 2006 £ |
|--|--------------|-------------|-------------|
| CURRENT ASSETS | | | |
| Cash at bank | | 962,332 | 1,068,760 |
| Debtors | 7 | - | 3,442 |
| | | <hr/> | <hr/> |
| | | 962,332 | 1,072,202 |
| CREDITORS: Amounts falling due within one year | 8 | 137,452 | 2,291 |
| | | <hr/> | <hr/> |
| NET CURRENT ASSETS | | 824,880 | 1,069,911 |
| | | <hr/> | <hr/> |
| NET ASSETS | | 824,880 | 1,069,911 |
| | | <hr/> <hr/> | <hr/> <hr/> |
| FUNDS | | | |
| Unrestricted | | 824,880 | 1,069,911 |
| | | <hr/> <hr/> | <hr/> <hr/> |

Approved by the Trustees on 2 October 2007 and signed on their behalf by

Richard Nelson

Chair of Trustees

The notes on pages 11 to 13 form an integral part of these accounts

The Holland Park School Charity

ACCOUNTING POLICIES

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom and the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in April 2005 by the Charity Commission ("SORP 2005"). A summary of the principal accounting policies, which have been applied consistently, is set out below.

Basis of accounting

The financial statements are prepared in accordance with the historical cost convention.

Incoming resources

Donations and other income are credited to the statement of financial activities in the year in which they are received.

Resources expended

Direct charitable expenditure comprises direct expenses incurred on the defined charitable purposes of the charity.

Governance costs include expenditure on compliance with constitutional and statutory requirements.

Grant policy

Grants payable are charged in the year when the offer is conveyed to the recipient. Unconditional grants agreed upon by the Trustees but not yet paid at the year end are accrued.

Fund accounting

The unrestricted funds comprise those monies which may be used towards meeting the charitable objects of the charity at the discretion of the trustees.

Taxation

The charity is a registered charity, and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

The Holland Park School Charity

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2007

| | | | |
|---|--|--|---|
| 1 | VOLUNTARY INCOME | 1 April 2006 to 31 March 2007 £ | 17 March 2005 to 31 March 2006 £ |
| | Donations | 100 | 1,007,000 |
| | Gift aid on donations | - | 283,743 |
| | | <u>100</u> | <u>1,290,743</u> |
| 2 | INVESTMENT INCOME | 1 April 2006 to 31 March 2007 £ | 17 March 2005 to 31 March 2006 £ |
| | Bank interest | 47,978 | 39,376 |
| 3 | CHARITABLE ACTIVITIES | 1 April 2006 to 31 March 2007 £ | 17 March 2005 to 31 March 2006 £ |
| | Grants to Holland Park School | 247,600 | 254,711 |
| | Support costs | 28,000 | - |
| | | <u>275,600</u> | <u>254,711</u> |
| 4 | GOVERNANCE COSTS | 1 April 2006 to 31 March 2007 £ | 17 March 2005 to 31 March 2006 £ |
| | Professional fees | 3,643 | 3,936 |
| | Administration | 6,864 | 1,561 |
| | Staff costs | 7,002 | - |
| | | <u>17,509</u> | <u>5,497</u> |
| 5 | NET INCOMING RESOURCES | 1 April 2006 to 31 March 2007 £ | 17 March 2005 to 31 March 2006 £ |
| | The net incoming resources for the period are stated after charging: | | |
| | Auditors' remuneration | | |
| | - Audit | 1,763 | 1,175 |
| | - Other services | 1,880 | 2,761 |
| | | <u></u> | <u></u> |

The Holland Park School Charity

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2007

6 STAFF COSTS AND TRUSTEES' REMUNERATION

| | 2007 £ | 2006 £ |
|--------------------|----------------------|-----------------|
| Salaries | 31,000 | - |
| National Insurance | 4,002 | - |
| | <u>35,002</u> | <u>-</u> |
| | <u><u>35,002</u></u> | <u><u>-</u></u> |

The Trustees received no remuneration in respect of their services to the charity during the period.
No trustee received any reimbursement of expenses from the charity during the period.

| 7 DEBTORS | 2007 £ | 2006 £ |
|-----------------|-----------------|---------------------|
| Gift aid relief | - | 1,692 |
| Other debtors | - | 1,750 |
| | <u>-</u> | <u>3,442</u> |
| | <u><u>-</u></u> | <u><u>3,442</u></u> |

| 8 CREDITORS: Amounts falling due within one year | 2007 £ | 2006 £ |
|--|-----------------------|---------------------|
| Accruals | 137,452 | 2,291 |
| | <u>137,452</u> | <u>2,291</u> |
| | <u><u>137,452</u></u> | <u><u>2,291</u></u> |