

The Holland Park School Charity

REPORT and FINANCIAL STATEMENTS

for the year ended

31 March 2010

Charity Registration No: 1108984

The Holland Park School Charity

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The Holland Park School Charity

CHARITY DETAILS

TRUSTEES:	Richard Nelson Rosemary Nelson John Baker Mary Macleod Helen Rambaut Nicola Leach	Chair
DIRECTOR:	Tony Howie	
PRINCIPAL ADDRESS:	Tony Howie HPS Trust Administrator Holland Park School Airlie Gardens Campden Hill Road London W8 7AF tony.howie@hpstrust.co.uk	
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	
ACCOUNTANTS:	Baker Tilly Tax and Accounting Limited 12 Gleneagles Court Brighton Road Crawley West Sussex RH10 6AD	

The Holland Park School Charity

TRUSTEES' REPORT

for the year ended 31 March 2010

The trustees of The Holland Park School Charity, working name **HPS Trust** present their report and financial statements for the year ended 31 March 2010, 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. The Trustees have had due regard to the public benefit guidance published by the Charity Commission.

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
Sir John Baker
Helen Rambaut
Mary Macleod
Nicola Leach

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.

ORGANISATION

The Trustees continue to be grateful to Colin Hall, Headteacher, Holland Park School, for providing office facilities for the trust and for his on-going support and commitment together with that of the Associate Head and Leadership Team and teaching colleagues. Without the energy and enthusiasm of teachers who have applied for funding and who have run projects over and above their usual workload the trust would not be able to achieve its aim.

Trustees' appreciation and grateful thanks are extended to all those who have led and participated in projects this year.

ADVISORS

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

AIMS AND OBJECTIVES

The objectives of the HPS Trust are the advancement and further education of the pupils at Holland Park School.

The aims of the charity are:

- To fund projects that add programmes, facilities and services that will benefit students beyond those provided by government and the local authority
- To raise funds to support the on-going activities of the trust.

The Holland Park School Charity

TRUSTEES' REPORT (continued)

for the year ended 31 March 2010

It is the trustees' belief that Holland Park School's academic students should have as good a prospect of attending the university of their choice as they would from any good school, and those students who are less academic should get the extra help and support they require to lead successful and rewarding lives.

A full statement of the aims of the HPS Trust appears on the Trust website: **www.hpstrust.co.uk**

GRANT POLICY

The Executive Committee, comprising Associate Head and Deputy Head of Holland Park School, the Chair of Trustees and trust Director, is responsible for assessing applications for funding at regular intervals during the year, and approving funding where they consider appropriate within the objectives of the Charity.

Applications must comply with the risk assessment of the school and the Royal Borough of Kensington & Chelsea where appropriate.

ACTIVITIES

Summary of the years' activities

Following a revision of the website in the summer of 2009, the trust launched its new fundraising strategy by commissioning a short, informative DVD focusing on aims, activities and impact. The DVD, featured on the website, received encouraging support from the school's leadership team and the Royal Borough of Kensington & Chelsea's Director of Children and Families. We are grateful to Aries Films for their generosity in sharing part of the cost of such a high-quality film.

A fundraising event in the autumn raised the profile of the trust amongst invited local residents, several of whom subsequently contributed most generously to trust funds – bringing us new friends, benefactors and patrons. The trust implemented its own data protection policy as its list of donors grew.

The website was further upgraded to provide a credit card facility for on-line donors' convenience. To promote the trust's reputation in the local community, a marketing strategy that aims to raise public awareness and involve businesses and local residents has been devised.

Current fundraising plans include a trust exhibition in local libraries, a publicity feature in the K & C Chronicle, a reception in the Mayor's parlour and a series of events in school and in the community, particularly to seek and sustain support from local businesses. Further to involve the parents and students in raising the trust profile, the school has also, agreed that school families will be invited to support the trust by contributing £20 each year.

The summer of 2009 also saw 98% of students at Holland Park School gain five or more grade A*- Cs at GCSE level. These were the best GCSE results in the school's history and the seventh successive year of significant percentage increase. The trust is pleased to have been able to support the staff and students in this considerable achievement.

Sixth Form results, too, remain consistently above the national average for students studying AS & A2 level exams. The trust continued and extended its support in the Sixth Form with grants for leadership training, cultural events, visits to universities in Oxford, Durham and London, as well as funding events to improve the transition from Year 11 into Sixth Form.

The Holland Park School Charity

TRUSTEES' REPORT (continued)

for the year ended 31 March 2010

With specific trust support since 2008, Holland Park School, recognised by **The Specialist Schools and Academies Trust** as being one of its foremost humanities schools, this year underwent the process of re-designation – now to include Geography alongside English, History and RE. The trust plans to support future humanities expeditions and activities.

PROJECTS

General

This year funding was granted to projects that built on previous successful experiences, and to a number of new projects. The trust's renewed focus for funding became:

- Initiatives which specifically raise student achievement at GCSE and A level
- Additional opportunities which allow students to develop, mature and become involved members of the community
- Extra provision to develop the professional and leadership skills of teaching staff

As a number of this year's projects were allowed to extend their duration by three months, the cost of charitable activities as reflected in the statement of financial activities this year was less than in the prior year. The Trustees' over-all intention is to award annual funding of approximately £110,000 to £120,000 each year.

PROJECTS

Detail

Grants of £45,000+

One grant was awarded in this bracket, Breakfast Club

Breakfast Club

A major Trust initiative specifically aimed to benefit students and teachers alike, Breakfast Club was awarded £45,000 to continue this year. During the year, a report on the Club's effectiveness commissioned by trustees confirmed the validity of this grant and the school wishes Breakfast Club to continue for a further year.

Grants £10,000 – £20,000

Three grants were awarded in this bracket: £12,000 for residential revision courses for GCSE students; £11,115 for a study visit to Florence; £14,480 for an artist-in-residence.

Residential Revision Courses for GCSE students

Two highly successful courses ran at Flatford Mill in Suffolk: the first for twenty-four targeted students [from all ability bands] who were under-performing by one or two grades in English, maths and science; the second was specifically science focused and again for a different twenty-four targeted under-performing students.

Again this year, the work and behaviour of students was highly commended by the residential staff. Currently in the third year of this project, the school has statistics showing students attending these courses do improve their grades. This year we can report that these courses proved equally successful with all students achieving a pass grade or above. The Assistant Headteacher [the project leader for these courses] continues to be a very positive advocate of the educational benefits of residential courses, giving her time willingly, and is grateful to the Trust for funding these projects. She has re-applied to the trust for similar funding next year.

The Holland Park School Charity

TRUSTEES' REPORT (continued)

for the year ended 31 March 2010

Study visit to Florence

Unfortunately, this planned cultural study visit to Florence for Sixth formers was unable to be organised due to staffing changes. A portion of the funding was re-directed to the Sixth Form [see below] supporting academic open days, visits to universities and other cultural activities in London.

Artist-in-Residence

The Trust has funded the appointment of an Artist-in-Residence since 2006. This original idea was exceptionally extended for an extra two terms due to the highly successful contributions made by the successive appointments who brought a wide range of skills [sculpture, life-drawing, IT, gallery curating] to the Art Department – enabling more ambitious and challenging work to take place.

For example, the art gallery has been used for visiting lectures, shows, workshops, presentations by other visiting artists, and has proved a favourite venue for trust fundraising events. The Trust is supporting recognisably outstanding practice in this area. This year, two successive Artists-in Residence used their expertise in a variety of creative ways resulting in the school having established its very own art gallery, mounting a total of ten exhibitions. Unused funding of £5,930 reverted to the trust.

Grants £2,001 - £9,999

Seven grants were awarded in this bracket: £6,400 to the Student Councils; £6,000 to Aspirant Leaders; £6,000 to the Alt*TURNERTive Prize; £3,000 to Ginnis Consultancy; £3,000 to Student Leaders; £2,700 to the Duke of Edinburgh Award Scheme and £2,295 to Shakespeare project.

Student Councils

A programme of student leadership courses and opportunities was designed by an Assistant Head to re-energise the school's student councils. In the summer term, one project, '*Democracy and the Student Voice*', delivered by an external specialist from the Danaris Trust, was highly successful.

During the course of the year the school developed and implemented a new 'House System'. The Assistant Head running this project left and trust-funded activities supporting student councils went in abeyance pending a new appointment and the introduction of the new system of student representation.

The new house system is now implemented and a new Assistant Head has made an application for next year's activities, with this year's funding of £5,955.05 reverting to the trust.

The school is confident that, under the newly implemented house system, students will become more confident in speaking out against injustice, unfairness, bullying and anti-social behaviour. There is much work to be done in this area. Significant progress has already been made through the diligence and perseverance of the new Assistant Head who is a resolute advocate of the trust's aims and the trust looks forward to supporting future developments here.

Aspirant leaders

Run by a deputy head, this course is aimed at providing additional support to new and younger teachers, providing extra motivation for retention and innovative opportunities for staff development. Saturday conferences have taken place in school this term catering for those teachers seeking promotion to Head of Department and/or Head of Year. Guest speakers have introduced professional matters and workshops have focussed on developing the 'professional attitude' necessary to achieve successful school leadership.

Alt*TURNERTive Prize

This planned multi-arts event unfortunately had to be cancelled due to teacher leave-of-absence with the funding reverting to the trust.

Ginnis Consultancy

This project, scheduled to be led by long-established teaching and learning strategist Paul Ginnis, was postponed due to unavailability. Most funds reverted to the trust and a proportion was re-directed to additional programmes for New Teaching Staff [see below], which was the original target group.

The Holland Park School Charity

TRUSTEES' REPORT (continued)

for the year ended 31 March 2010

Duke of Edinburgh Award Scheme

Led by a science teacher, sixteen students from Year Ten embarked on the Bronze Award this year. Of the four sections to achieve the award [Volunteering, Expedition, Physical and Skills] they have completed the expedition and went camping for two weekends. The volunteering aspect of the award was undertaken variously in a playgroup, with cadets and with SEN students in school. The teacher-leader regarded the programme as challenging and successful.

Sixth Form

This project evolved from the previous years support of additional Sixth Form activities. With the appointment of a new Head of Sixth Form, whose focus was to raise student aspirations through providing an extensive insight into university life, the trust was able to re-direct a proportion of un-used funds from the cancelled Florence trip to support opportunities to visit universities [to date Durham, Oxford and Imperial], to attend access and study courses that will prepare them for interview, to attend cultural events broadening students' awareness, and involve Year 11 students in discussing their futures with the Leadership team.

New Teaching Staff

This project arose from the unavailability of the Ginnis Consultancy. A proportion of those funds was used to support further opportunities for new teachers. Under the leadership of a Deputy Head, the trust supported activities which offered opportunities to share professional expertise, absorb new methods and provide team-building and retention motivation for dedicated and committed teachers.

Hardship fund.

The Associate Head has discretion to assist deserving students who may not otherwise be able to participate in an educational experience. No such grants were made this year.

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 £11,483 were received. This comprised bank interest of £7,753 and donations totalling £3,730. 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 £69,472.

The value of the charity's net assets at 31 March 2010 was £549,713 of which £450,000 is held in a one-year fixed-term deposit at 2.2% maturing on 3 March 2011.

The Holland Park School Charity

TRUSTEES' REPORT (continued)

for the year ended 31 March 2010

FUTURE PLAN

HPS Trust will continue to fund ongoing projects and will invite applications for new project funding. Applications will be evaluated with reference to the strategic objectives of the Trust and full or part funding will be awarded accordingly.

This year, the trust has plans to commence fundraising in order to provide a longer-term commitment to its objectives and, ultimately, to secure its future.

RESERVES POLICY

The unrestricted funds at 31 March 2010 will be retained to finance the trust'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 trust 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 trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INTERNAL CONTROLS AND THE MITIGATION OF MAJOR RISKS

An annual risk assessment is carried out in line with the Trust's Risk Policy. The trustees confirm that controls implemented to date, and the levels of risk are appropriate to the size of the charity and the nature of its operation.

Approved by the Trustees on 9 September 2010.

Richard Nelson
Chair of Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE HOLLAND PARK SCHOOL CHARITY

I report on the accounts of The Holland Park School Charity for the year ended 31 March 2010, which are set out on pages 9 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43 (7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out below.

Independent examiner's statements

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - # to keep accounting records in accordance with section 41 of the Act; and
 - # to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

K A Lickorish
FCA

Date: 22 September 2010

ON BEHALF OF BAKER TILLY TAX AND ACCOUNTING LIMITED

Chartered Accountants
12 Gleneagles Court
Brighton Road
Crawley
RH10 6AD

The Holland Park School Charity
STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2010

	<i>Notes</i>	Unrestricted funds 2010	Unrestricted funds 2009
INCOMING RESOURCES			
Incoming resources from generated funds			
Donations	1	3,730	-
Investment income	2	7,753	32,405
		<hr/>	<hr/>
TOTAL INCOMING RESOURCES		11,483	32,405
		<hr/>	<hr/>
RESOURCES EXPENDED			
Charitable Activities	3	62,307	125,982
Governance costs	4	18,648	7,840
		<hr/>	<hr/>
TOTAL RESOURCES EXPENDED		80,955	133,822
		<hr/>	<hr/>
NET (OUTGOING)/INCOMING RESOURCES FOR THE PERIOD	5	(69,472)	(101,418)
TOTAL FUNDS BROUGHT FORWARD		619,185	720,603
		<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		549,713	619,185
		<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 12 and 13 form an integral part of these accounts.

The Holland Park School Charity

BALANCE SHEET

31 March 2010

	<i>Notes</i>	2010 £	2009 £
CURRENT ASSETS			
Cash at bank		569,126	674,724
Debtors	7	562	1,027
		<hr/>	<hr/>
		569,688	675,751
CREDITORS: Amounts falling due within one year	8	19,975	56,566
		<hr/>	<hr/>
NET CURRENT ASSETS		549,713	619,185
		<hr/>	<hr/>
NET ASSETS		549,713	619,185
		<hr/> <hr/>	<hr/> <hr/>
FUNDS			
Unrestricted		549,713	619,185
		<hr/> <hr/>	<hr/> <hr/>

Approved by the Trustees on 9 September 2010 and signed on their behalf by:

Richard Nelson
Chair of Trustees

The notes on pages 12 and 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 2010

1	VOLUNTARY INCOME	2010 £	2009 £
	Donations	3,730	-
	Gift aid on donations	-	-
		<u>3,730</u>	<u>-</u>
		<u><u>3,730</u></u>	<u><u>-</u></u>
2	INVESTMENT INCOME	2010 £	2009 £
	Bank interest	7,753	32,405
		<u>7,753</u>	<u>32,405</u>
3	CHARITABLE ACTIVITIES	2010 £	2009 £
	Grants	46,907	103,845
	Support costs	15,400	22,137
		<u>62,307</u>	<u>125,982</u>
		<u><u>62,307</u></u>	<u><u>125,982</u></u>
4	GOVERNANCE COSTS	2010 £	2009 £
	Independent examination fees	1,762	1,725
	Professional fees	2,582	66
	Administration	14,304	515
	Staff costs	-	5,534
		<u>18,648</u>	<u>7,840</u>
		<u><u>18,648</u></u>	<u><u>7,840</u></u>
5	NET OUTGOING RESOURCES	2010 £	2009 £
	The net outgoing resources for the period are stated after charging:		
	Other services	4,344	1,791
		<u>4,344</u>	<u>1,791</u>
		<u><u>4,344</u></u>	<u><u>1,791</u></u>

The Holland Park School Charity

NOTES TO THE FINANCIAL STATEMENTS (continued)

for the year ended 31 March 2010

6 STAFF COSTS AND TRUSTEES' REMUNERATION

	2010 £	2009 £
Salaries	-	23,954
National Insurance	-	3,717
	<u>-</u>	<u>27,671</u>
	<u>-</u>	<u>27,671</u>

No Trustee received remuneration for services to the charity or had reimbursement of expenses during the period.

7 DEBTORS	2010 £	2009 £
Gift aid relief	-	-
Other debtors	562	1,027
	<u>562</u>	<u>1,027</u>
	<u>562</u>	<u>1,027</u>

8 CREDITORS: Amounts falling due within one year	2010 £	2009 £
Accruals	19,975	56,566
	<u>19,975</u>	<u>56,566</u>