

HPS Trust

The Holland Park School Charity

UNAUDITED REPORT and FINANCIAL STATEMENTS

for the year ended

31 March 2013



High adventure in the Brecon Beacons, outward-bound weekend, May 2013

The Holland Park School Charity

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The Holland Park School Charity

THE CHARITY'S TRUSTEES AND ADVISORS

TRUSTEES

Richard Nelson, Chair
Rosemary Nelson
Sir John Baker
Mary Macleod MP
Helen Rambaut
Nicola Leach JP
Michael and Jennifer Tory

DIRECTOR

Tony Howie

PRINCIPAL ADDRESS

Tony Howie, HPS Trust Director
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

ACCOUNTANTS

Baker Tilly Tax and Accounting Limited
3rd Floor, Portland
25 High Street
Crawley
West Sussex
RH10 1BG

INSURERS

Ecclesiastical Insurance Group
Beaufort House
Brunswick Road
Gloucester
GL1 1JZ

The Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

TRUSTEES' REPORT

The trustees of the Holland Park School Charity, working name **HPS Trust**, present their report and financial statements for the year ended 31 March 2013, which have been prepared in accordance with the Statement of Recommended Practice, '*Accounting and Reporting by Charities*' issued in 2005 and the Charities Act 2011. 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 signed and dated 17 March 2005, and is a registered Charity, number 1108984. In March 2012 trustees agreed and incorporated amendments to the original deed to extend the service of the current trustees. Since its inception, the Charity has complied with all statutory requirements of the Charity Commission for England and Wales.

GOVERNANCE

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

Richard Nelson, Chair

Rosemary Nelson

Sir John Baker

Mary Macleod MP

Helen Rambaut

Nicola Leach JP

At their October 2012 meeting, trustees elected **Michael and Jennifer Tory** to join the board. Trustees meet at least twice a year. At these meetings they agree the broad strategy and areas of activity for the Charity - including fund raising, grant making, reserves and risk management policies and performance.

HOLLAND PARK SCHOOL

The trustees are grateful to Colin Hall, Headteacher, Holland Park School, for providing office facilities for the Charity Director, and for his continued support and commitment to the Charity. Throughout the year, David Chappell, Associate Head, has met regularly with the Charity Director to provide valuable guidance - ensuring the school and the Charity collaborate effectively. Recently, David Chappell told the Charity Director,

"The exceptional work of the Charity and the generosity of its Patrons, continues to provide our students with otherwise unachievable opportunities; benefitting their wider education and cultural maturity."

The Charity is able to help students in large measure due to the energy and enthusiasm of teachers who have led projects over and above their usual workloads.

The Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

Trustees' are grateful to all those who have led and participated in projects this year, including Leadership Team members, Project Leaders and students who have given valuable time to hosting fund-raising activities throughout this year.

Following an 'outstanding' Ofsted inspection of Holland Park School in May 2011, the completion last year of the total re-build of the school, and, now, with the move to academy status confirmed for September 2013, we look forward to continuing our highly successful partnership with the school for many years to come.

ADVISORS

The names and addresses of the Charity's advisors are shown on page one.

THE CHARITY'S MISSION STATEMENT

"HPS Trust works seamlessly with teachers at the school, financing and running projects for which there is no public money and which are aimed at raising the aspirations and ambitions of students, giving them the confidence and motivation to succeed and fulfill their potential. These projects broaden the experience of students and develop character which in many cases will help students gain a university place or various other qualifications."

THE AIMS AND OBJECTIVES OF THE CHARITY

The principal aim of the Charity is to support Holland Park School in the advancement and education of its students.

The foremost objectives 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 Charity.

Since inception, the Charity has gained considerable experience working with the school's leaders and teachers to determine how best to support students' academic, cultural and social needs.

Just as it is trustees' strongly held belief that students should be supported in their aspirations to attend the best universities, equally so is their desire to see disadvantaged students get all the extra help, encouragement and confidence they require to put them on the road to success. The drive and passion behind the Charity is due to the fact that we are able to help the school give all its students a chance to lead positive and ambitious adult lives.

A full statement of the revised aims of the Charity appears on the Charity's website, www.hpstrust.co.uk

The Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

SUMMARY OF THE YEAR'S ACTIVITIES

The Charity's Patrons not only continue to provide essential finance for the Charity, but they also bring valuable business and life experiences. They have provided useful links with universities, public organisations, and the professions as well as scholarships abroad and a range of interesting contacts to inspire and influence students' aspirations.

Throughout the year, the Charity has continued to pursue and develop its fundraising strategy - aimed at raising a total of some **£150,000** annually. We are encouraged by the generous and enthusiastic responses we have received.

The school governors and management continue to be fully supportive of the Charity's fundraising initiatives through hosting events, providing facilities and regularly featuring Trust activities in its new termly magazine, *Et Cetera*. The school's students always prove engaging and effective ambassadors for the Trust at fundraising events – demonstrating charm and good humour.

Teachers show considerable enthusiasm for the benefits of Charity involvement in the school. It supports them in their wider aims. Consequently, we are receiving an increasing number of varied applications for funding of projects.

The Charity's website has been upgraded. Information on the *Projects and Initiatives* page is expanded and we are hopeful that next year the website will prove to be a busy gateway, especially for parental donations.

The Charity also helps to build closer community relations. For the third year, a grant from St George's Church secured our link with the Royal College of Music. Students sang in the choral concert at St George's Church and performed to an enthusiastic audience in the new school hall.

An Assistant Headteacher reports that many students have made a good impression on the local community this year through the *Enterprise Initiative*. Sponsored by the Charity, the initiative resulted in donations to local charities.

Local residents notice students are now more aware of local community values. Good behaviour in the local community is an important aspect of the school's ethos which the Charity supports through its funding of reward schemes, school events and educational programmes.

Over the past seven years, the outstanding success of residential revision weekends for GCSE and A level students has contributed to the examination achievements of those students attending.

The Charity continues to support the Sixth Form with grants for cultural visits, academic conferences and visits to universities. Plans are in hand to encourage Charity bursaries to enable students to attend courses at UK University Summer Schools.

The Charity has adopted a policy to increase the support specifically given to disadvantaged students, while, at the same time, ensuring that a suitable balance is achieved between that support and sustaining opportunities for mainstream students.

The Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

Although a high performing school, Holland Park remains a school with a significant number of students who are socially disadvantaged.

Once again this year, trustees are most grateful to all our supporters.

GRANTS POLICY

The Grants Committee - comprising Associate Head and Deputy Head of Holland Park School, the Chair of Trustees and the Trust Director - is responsible for assessing and approving applications for funding, according to the objectives of the Charity.

All applications must comply with the risk assessment of the school and the Royal Borough of Kensington & Chelsea.

The planned level of funding for 2012/13 was **£124,500**, an increase of **£3,500** from the previous year.

GRANTS

Breakfast Club

Breakfast Club is a major Charity initiative which is highly valued by the school. Free breakfasts are provided each day for some 140 students and teachers. Ideal for students and teachers sharing time together, it is also an informal venue for mentoring. As well as providing a nutritious start to the day, it contributes to early attendance at school and improved performance. The school contributes financially what it can to Breakfast Club - but it costs the Charity £16,500 a term.

Residential Revision Courses

The Charity has funded highly successful residential GCSE revision courses at Flatford Mill in Suffolk each year for the past six years. This year two weekend revision courses were held – one for GCSE science and one for young gifted maths students. Over the years, the school has collected statistics showing students attending these intensive courses consistently improve their results by at least one grade. Capitalising on these successes, teachers of students with special educational needs, science and maths plan to run similar revision courses next year. A Flatford Mill course for forty students costs the Charity around £4,500.

School Rewards and Excursions

The school's principal reward scheme – *Vivos* – is an incentive scheme tracking each student's progress throughout the year. After a rigorous selection process, eighteen students are chosen from across the school as representative of the best achievers in their Year group. The reward is a school excursion funded by the Charity. This year, it was decided that, rather than an annual excursion to a European location, the Charity would support a weekend excursion in the UK at the end of each term.

There were two contrasting trips funded by the Charity – a cultural one to Bath and an outward-bound trip to the Brecon Beacons. A teacher on the outward-bound trip reported, *"This adventure opened their eyes to a world beyond London. The youngsters were totally dependent on each other for the first time in their lives – sharing responsibilities and experiencing camaraderie previously unknown. A unique experience."*

The Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

The Duke of Edinburgh Award scheme, revived last year by an enthusiastic teacher, has seen its student numbers rise from eighteen to over one hundred this year. The Charity has thus far funded the transport costs of five weekend expeditions - the most costly element of the whole scheme and one which would prohibit many students from taking part. These expeditions build character and confidence, as well as planting life-long memories.

The Charity has also contributed to the travel costs of sporting competitions with other schools - an important part of school life and one which is being driven by the PE department. As a reward for consistently achieving their personal targets, a day of indoor go-karting at Tower Bridge for twenty mainly disadvantaged students was clearly a motivating factor throughout the year.

All these activities have a major effect on students' motivation - particularly by increasing their self-confidence - and often result in 'difficult' students being more receptive to their education.

Except in cases of hardship, students contribute to the cost of residential courses. The Charity contributes £12,000 to these activities.

Sixth Form Programmes

The Charity remains keen to support those additional Sixth Form activities that enhance the students' curriculum and cultural experiences - it helps towards raising aspirations. New this year, the Charity funded a student to attend a medical summer school at London University. The student's feedback was effusive. *"This course confirmed my love of medicine. I have been given an invaluable insight into the reality of working in the medical field, and all it will entail."*

As a result, the Charity will offer fifteen similar scholarships for students in science-based subjects next year. The Charity contributes £2,000 to these activities.

The Phillips Exeter Academy, New Hampshire, Summer School Scholarship

This is the third year that a Patron has generously sponsored a student to attend the prestigious Phillips Exeter Academy Summer School in New Hampshire. Aimed specifically at students in Year 11 [sixteen year-olds], details of the five-week scholarship are published in the winter. The Head of Sixth Form speaks at assemblies about the unique Exeter Academy experience. In February we start the selection process with applications, references, essays and finally interviews in March. Last year's successful scholar, Mathilda Wickham is now applying to university - she says, *"I really enjoyed my time at Exeter. All my classes were exceptional and I am definitely considering going to university in America."* This year's scholarship winner is Syed Shuaib. It will be a unique experience for him too, and we look forward to hearing about it.

School Community

Organised by an Assistant Headteacher to encourage healthy eating and healthy life styles, the Charity supported this initiative culminating with an all-day event for over 200 students aged between 12 and 14. This has been an important contribution to the school in its efforts to establish a more informed awareness of health and fitness issues. The highlight was a five-a-side football competition with T-shirts for all participants. The Charity budgets £1,000 for these events.

The Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

Special Needs

The Charity supports the Special Needs department with an after school club for a group of twenty vulnerable students who, individually, need extra academic and emotional support. They will require similar sustained help throughout their school years if they are to lead successful lives. The Charity budgets £3,000 for this initiative.

Football & Study Skills Initiative

The Charity supports the Football & Study Skills Initiative. Funding from the Charity allows the school to run football and mentoring provision for some three hundred disadvantaged youngsters under the care of the Director of Student Need.

By funding two experienced football coaches to work with challenging students, the Charity is making a difference to their life chances.

Reports from teachers strongly indicate that the whole project is having a very positive impact on progress and behaviour in class. An English teacher explains, *"I was very pleased to see my two most challenging students making a real effort to improve their writing. The football coaches have time to build the confidence some youngsters lack. Confidence helps them persevere with any classwork they find daunting."* Sustaining this initiative will cost £5,500 a year.

Personal Fitness Trainers

The outstanding work undertaken by our two Personal Fitness Trainers [PFTs] has undoubtedly made a big difference to the many students taking their classes on Mondays and Wednesdays. They run fitness [including hugely popular Thai boxing training] and health-related programmes, as well as accompanying outward-bound expeditions involving trekking, kayaking, mountain biking and orienteering. This initiative costs £10,000 a year.

The Walmer Road School Link

Over the last two years, a Trust Patron has sponsored six students with deep-rooted behavioural issues to attend Walmer Road School. At serious risk of exclusion from Holland Park School, all of the students have managed to complete their education - a significant achievement for them. The school has already selected a further three students who will start at Walmer Road School in the autumn. The project offers twin benefits - the students gain from the small groups and individual support in their new environment, and their former classes, uninterrupted, make better progress. This support costs £9,000 annually.

Technology

Trustees have long been keen to encourage developments in science and technology. Last year, the Assistant Headteacher with responsibility for Art, Design & Technology proposed the creation of an *'Inspiration Room'* which houses an exhibition of imaginatively designed items of furniture, appliances, tools, artefacts and domestic goods. This has helped inspire greater interest in Technology and cost the Trust £2,000.

St George's Church and Royal College of Music Link

Our link with St George's Church and the Royal College of Music, soon to enter its third year, brings important cultural links to the school. This year, students sang in the summer concert at St George's, and performed in a concert in the new school hall. A parent commented after the concert, *"What amazing musical opportunities, truly inspiring."* We are grateful to St George's for their sustained financial support which funds music students [through an arrangement with the RCM] to coach aspiring musicians at the school. The RCM charges the Charity £1,500 for its involvement.

The Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

The Summer Holiday Programme

Each summer for the last four years the Charity has combined with other organisations - *Help the Aged*, the *Metropolitan Police Service* and *Chelsea FC's Youth Coaching Squad* - to run two-week's of energetic, physical activity in August. Twenty-five students took part in a drama-based spectacular - *Acting Up* - culminating in two staged performances in the Electric Cinema. The Charity contributed £3,500 to this initiative.

FINANCIAL REVIEW

The Charity funds its activities through a combination of the founding donation, annual interest from the remaining sum and donations from its Patrons, Benefactors and Friends. In the past two years, the Charity has been fortunate to receive a number of generous donations – with some Patrons pledging support for three to five years.

During this financial year charitable donations to the Charity totalled £77,758 (2012: £51,678).

Lloyds TSB Bank current account interest amounted to £1,367.12 (2012: £782). In April 2013, a further £9,312.85 interest matured on £310,428.49 held on a one-year fixed term deposit. On maturity, £300,000 was then placed in a one-year deposit, fixed at 1.4% to mature on 22 April 2014.

The total value of the charity's net assets at 31 March 2013 was **£381,162 (2012: £404,986)**.

The Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

FUTURE PLANS

The Charity receives detailed feedback on projects and activities from teachers and students. It receives suggestions and guidance from the school management. It uses the knowledge gained to improve and develop those projects, and provide new initiatives. Successful projects always involve motivated teachers who give their time generously. Successful projects - above all - build confidence in students. With that in mind, as well as maintaining most of the successful elements of this year, new initiatives next year will include:

- Scholarships to Summer Schools at UK universities.
- Increased grants to the science department.
- Increased support to Outward-bound Activities and the Duke of Edinburgh Scheme.
- A Performing Arts project.
- A new Enterprise Scheme.
- A Library project to encourage reluctant readers.
- A History department excursion to the Somme in 2014.

RESERVES POLICY

The unrestricted funds at 31 March 2013 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 2011. 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 Holland Park School Charity

TRUSTEES' REPORT

Year Ended 31 March 2013

INTERNAL CONTROLS AND THE MITIGATION OF MAJOR RISKS

An annual risk assessment is carried out in line with the Charity'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. The Charity carries public liability insurance through the Ecclesiastical Insurance Group.

Approved by the trustees on 16 October 2013

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 2013, which are set out on pages 12 to 15.

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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 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 130 of the 2011 Act; and
 - # to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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 DChA
ON BEHALF OF BAKER TILLY TAX AND ACCOUNTING LIMITED
Chartered Accountants
3rd Floor, Portland
25 High Street
Crawley, RH10 1BG

Date: 23 October 2013

The Holland Park School Charity

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 March 2013

	<i>Notes</i>	Unrestricted funds 2013 £	Unrestricted funds 2012 £
INCOMING RESOURCES			
Incoming resources from generated funds			
Donations	1	77,758	51,678
Investment income	2	11,796	10,842
		<hr/>	<hr/>
TOTAL INCOMING RESOURCES		89,554	62,520
		<hr/>	<hr/>
RESOURCES EXPENDED			
Charitable Activities	3	108,357	109,284
Governance costs	4	5,021	6,101
		<hr/>	<hr/>
TOTAL RESOURCES EXPENDED		113,378	115,385
		<hr/>	<hr/>
RECONCILIATION OF FUNDS			
NET OUTGOING RESOURCES FOR THE YEAR			
		(23,824)	(52,865)
TOTAL FUNDS BROUGHT FORWARD		404,986	457,851
		<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		381,162	404,986
		<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 page 15 form an integral part of these accounts.

These unaudited financial statements have been subjected to independent examination.

See report on page 11.

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The Holland Park School Charity

BALANCE SHEET

31 March 2013

	<i>Notes</i>	2013 £	2012 £
CURRENT ASSETS			
Cash at bank		396,517	428,243
Debtors	6	668	637
		<hr/>	<hr/>
		397,185	428,880
CREDITORS: Amounts falling due within one year	7	16,023	23,894
		<hr/>	<hr/>
NET CURRENT ASSETS		381,162	404,986
		<hr/>	<hr/>
NET ASSETS		381,162	404,986
		<hr/>	<hr/>
FUNDS			
Unrestricted		381,162	404,986
		<hr/>	<hr/>

Approved by the trustees on 16 October 2013.

Richard Nelson
Chair of Trustees

The notes on page 15 form an integral part of these accounts

These unaudited financial statements have been subjected to independent examination.

See report on page 11.

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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 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 bank interest 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 2013

1	VOLUNTARY INCOME	2013 £	2012 £
	Donations	77,758	51,678
2	INVESTMENT INCOME	2013 £	2012 £
	Bank interest	11,796	10,842
3	CHARITABLE ACTIVITIES	2013 £	2012 £
	Grants	96,800	93,012
	Support costs	11,557	16,272
		108,357	109,284
4	GOVERNANCE COSTS	2013 £	2012 £
	Accountancy fees	1,110	1,080
	Independent examination fees	810	780
	Professional fees	1,860	2,220
	Administration	1,241	2,021
		5,021	6,101
5	STAFF COSTS AND TRUSTEES' REMUNERATION		
	No Trustee received remuneration for services to the charity or had reimbursement of expenses during the year.		
6	DEBTORS	2013 £	2012 £
	Other debtors	668	637
7	CREDITORS: Amounts falling due within one year	2013 £	2012 £
	Accruals	16,023	23,894

These unaudited financial statements have been subjected to independent examination.

See report on page 11.

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