

DATE VALLEY SCHOOL TRUST

(LIMITED BY GUARANTEE)

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 AUGUST 2019**

**COMPANY REGISTRATION NO: 06845508
(England & Wales)**

CHARITY REGISTRATION NO: 1136298

**SSA ACCOUNTANTS LIMITED
Chartered Certified Accountants
44 Furzedown Road, Sutton, Surrey, SM2 5QF**

DATE VALLEY SCHOOL TRUST
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

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DATE VALLEY SCHOOL TRUST
LEGAL AND ADMINISTRATIVE INFORMATION
YEAR ENDED 31 AUGUST 2019

TRUSTEES

Mrs. R. Karim (Chairwoman)
Mr. F. Karim
Mrs. Z. Karim
Mr. A. Karim

COMPANY SECRETARY

Mr. F. Karim

REGISTERED OFFICE

Mitcham Court
Cricket Green
Mitcham
Surrey
CR4 4LB

INDEPENDENT EXAMINERS

SSA Accountants Limited
Chartered Certified Accountants
44 Furzedown Road, Sutton, Surrey SM2 5QF.

BANKERS

Barclays Bank PLC
Leicester LE87 2BB

SOLICITORS

Russell-Cooke LLP
2 Putney Hill
London SW15 6AB

**DATE VALLEY SCHOOL TRUST
TRUSTEES REPORT
YEAR ENDED 31 AUGUST 2019**

The trustees, who are also directors of the Charity for the purposes of the Companies Act, present their report and the audited financial statements of the company for the year ended 31 August 2019.

LEGAL AND ADMINISTRATIVE INFORMATION

The official name of the charity is Date Valley School Trust. Legal and administrative information of the school is shown on page 2 of the financial statements and forms part of this report.

ORGANISATION, STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The school is constituted as a company limited by guarantee and is therefore governed by its Memorandum and Articles of Association.

The Trustees

The trustees who served during the year, who are also the directors of the company are:

Mrs. R. Karim (Chairwoman)
Mr. F. Karim
Mrs. Z. Karim
Mr. A. Karim

None of the above has any beneficial interest in the company.

Recruitment and training of Trustees

The school's trustees are appointed by the members on the basis of competence and availability, after taking into account the views of parents.

No members undergo formal training prior to taking up posts on the Board of Trustees.

However, all members are fully briefed on their duties, in line with school policy documents.

Further to the above, time is set aside when new members attend meetings for briefings by more senior members of the Board of Trustees.

**DATE VALLEY SCHOOL TRUST
TRUSTEES REPORT (Continued)
YEAR ENDED 31 AUGUST 2019**

Organisational Management

The trustees are legally responsible for the overall management and control of the school and the Board of Trustees normally meet twice a term.

The day to day running of the school is delegated to the Leadership Team, who meets once a week, term time. The Leadership Team includes Mrs. Neena Lone (Head Teacher), Mrs Tasnim Khan (Assistant Head Teacher), Mrs. Razina Karim (Head of Early Years and Quoran) and Mrs. Tahira Khan (School Business Manager).

Risk Management

The trustees are responsible for the management of the risks faced by the school. The key controls used by the school include:

- Detailed terms of reference for the Board of Trustees and the Management Team;
- Strategic planning and budgeting;
- Established organizational structure and lines of reporting;
- Formal written policies
- Vetting procedures

Through the risk management processes established by the school, the trustees have identified and reviewed the major risks to which the school is exposed, in particular those relating to the operations and finance of the school.

Trustees Responsibilities

Company law 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 company and of its profit or loss for that period. In preparing the financial statements, the trustees are required to:

- i) select suitable accounting policies and apply them consistently;
- ii) make judgments and estimates that are reasonable and prudent;
- iii) follow applicable accounting standards, subject to any material departures disclosed and explained in the financial statements; and
- iv) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 2011.

**DATE VALLEY SCHOOL TRUST
TRUSTEES REPORT (Continued)
YEAR ENDED 31 AUGUST 2019**

They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for preparing the financial statements in accordance with applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), the Companies Act 2006, the Charities Act 2011 and the Charities SORP (FRS102).

In so far as the trustees are aware:

- there is no relevant audit information of which the company's auditors are unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

OBJECTIVES, ACTIVITIES AND PUBLIC BENEFIT OF THE SCHOOL

The school's objectives, as set out in its Memorandum of Association are:

To advance the education of the public by the operation of one or more schools for boys and girls which may emphasise the Islamic faith while not excluding students of other faiths.

To advance the Islamic faith for the benefit of the public.

The school's principal activity throughout the year is the provision of education in Mitcham to boys and girls from the ages 2³/₄ to 11 and also to provide a first class education in both through strong academic tuition and through developing wider sporting, artistic and religious/social skills in all its pupils.

The trustees confirm that they have complied with their duty under the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

FINANCIAL REVIEW AND REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR

The net movement in funds relating to the year was £5,833 surplus (2018: £31,563 surplus).

The average number of students during the year was 144 (2018:148).

Current focus is on developing the staff levels and organisational structures necessary so that the school can confidently meet an excellent teaching standard and meet its compliance obligations. The school is run on a non-profit making basis.

The financial results of the school's activities for the year ended 31 August 2019 are fully reflected in the attached financial statements together with the notes thereon.

**DATE VALLEY SCHOOL TRUST
TRUSTEES REPORT (Continued)
YEAR ENDED 31 AUGUST 2019**

INVESTMENT POLICY

Under the Memorandum and Articles of Association, the school has the power to make any investment which trustees see fit. The trustees regularly review the school's position and needs in respect of the investment policy.

RESERVES POLICY

It is the policy of the school to maintain unrestricted funds, which are the free reserves of the school, at a level which the trustees think appropriate after considering the future commitments of the school and the likely administrative costs of the school for the next year.

DONATIONS PAID

During the year, the school paid £253 (2018:£0) charitable donations.

FUTURE PLANS

The main future plans are:

- 1) The school is at present going through the process of reviewing its own strategic plan.
- 2) The school is looking at ways in which to increase the number of candidates interested in teaching posts. This is most likely to include increased professional development opportunities for staff.
- 3) The school's curriculum is under constant review to ensure it meets the needs of an ever changing student population.
- 4) Increased transparency as to School procedure and governance through more rigorous systems and procedures. Annual meetings are to be held between Trustees and Parents.
- 5) Short term: Finance Subcommittee set up to review income, expenditure, trends and financial health of the trust.
- 6) Short term: Safeguarding Subcommittee set up to review safeguarding practices and policy.
- 7) Short term: Refining the school's public profile to enhance awareness of its core ethos and values.
- 8) Short-Medium term: Policy Subcommittee on-going review of school policies.
- 9) Long term: Fundraising Subcommittee set up to raise funds to purchase a building for the school.
- 10) Long-Term: Raising standards of teaching from good to outstanding.

**DATE VALLEY SCHOOL TRUST
TRUSTEES REPORT (Continued)
YEAR ENDED 31 AUGUST 2019**

TANGIBLE FIXED ASSETS FOR USE BY THE SCHOOL

Details of movements in fixed assets are set out in the notes to the accounts.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

By Order of the Board

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TRUSTEE

Date:

**DATE VALLEY SCHOOL TRUST
INDEPENDENT EXAMINERS' REPORT ON THE ACCOUNTS TO
THE TRUSTEES OF
DATE VALLEY SCHOOL TRUST
YEAR ENDED 31 AUGUST 2019**

We report to the charity trustees on our examination of the accounts of the Company for the year ended 31 August 2019, which are set out on pages 9 to 17.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied ourselves that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, We report in respect of our examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out our examination, we have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

The company's gross income exceeded £250,000 and we are qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants (ACCA).

We have completed our examination. We confirm that no material matters have come to our attention which gives us cause to believe that :

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Rassoul Jam, Independent Examiner
For and on behalf of SSA Accountants Ltd
Chartered Certified Accountants, 44 Furzedown Road, Sutton, Surrey SM2 5QF

Date:

**DATE VALLEY SCHOOL TRUST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2019**

	Notes	Unrestricted Funds <u>2019</u> £	Unrestricted Funds <u>2018</u> £
<u>INCOME</u>			
Income from charitable activities			
School fees	4	612,522	650,111
Other income	5	135,942	99,072
		-----	-----
TOTAL INCOME		748,464	749,183
		-----	-----
<u>EXPENDITURE</u>			
Charitable activities			
School running costs	6	742,631	717,620
		-----	-----
TOTAL EXPENDITURE		742,631	717,620
		-----	-----
NET INCOMING FOR THE YEAR		5,833	31,563
		-----	-----
NET MOVEMENT IN FUNDS RELATING TO THE YEAR	12	5,833	31,563
		=====	=====

DATE VALLEY SCHOOL TRUST
BALANCE SHEET AS AT 31st AUGUST 2019

		2019		2018	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	8		5,071		6,761
CURRENT ASSETS					
Debtors	9	144,741		139,947	
Cash at bank and in hand		115,380		102,984	
		-----		-----	
		260,121		242,931	
CREDITORS: Amounts falling due within one year					
	10	(39,284)		(42,735)	
		-----		-----	
NET CURRENT ASSETS			220,837		200,196
			-----		-----
TOTAL ASSETS LESS CURRENT LIABILITIES			225,908		206,957
CREDITORS: Amounts falling Due after more than one year					
	11		(137,065)		(123,947)
			-----		-----
NET ASSETS			88,843		83,010
			=====		=====
FUNDS					
Unrestricted	12		88,843		83,010
			=====		=====

The financial statements which have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board on and signed on its behalf by

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TRUSTEE

DATE VALLEY SCHOOL TRUST
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST AUGUST 2019

	2019	2018
	£	£
Cash flows from operating activities:		
Surplus for the financial year	5,833	31,563
Adjustments for:		
Depreciation of tangible assets	1,690	2,254
Amortisation of leasehold improvement	-	11,004
Investment income	-	-
Increase in debtors	(4,794)	(7,031)
Increase/(decrease) in creditors	9,667	(49,536)
Net cash generated from operating activities	12,396	(11,746)
Cash flow from investing activities		
Income from investments	-	-
Net cash from investing activities	-	-
Net increase/(decrease) in cash and cash equivalents	12,396	(11,746)
Cash and cash equivalents at the beginning of the year	102,984	114,730
Cash equivalents at the end of the year	115,380	102,984
Cash and cash equivalents at the of the year comprise:		
Cash at bank and in hand	115,380	102,984

DATE VALLEY SCHOOL TRUST

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 AUGUST 2019

1. ACCOUNTING POLICIES

The following accounting policies have been used in the preparation of the company's financial statements.

1.1 BASIS OF PREPARATION OF ACCOUNTS

The financial statements have been prepared under the historical cost convention and in accordance with:

- Companies Act 2006 and Charities Act 2011
- Applicable Accounting Standards and UK Generally Accepted Accounting Practice;
- Charities SORP (FRS102).

1.2 FIXED ASSETS

Individual fixed assets costing £1,000 or more are capitalised. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Leasehold improvements – over the period of the lease
Office equipment - 25% reducing balance basis

Donated assets are capitalised at the trustees' valuation.

1.3 GOVERNING DOCUMENT

The school is constituted as a company limited by guarantee and it is therefore governed by its Memorandum and Articles of Association and it does not have a share capital.

1.4 LIABILITY RECOGNITION

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

1.5 UNRESTRICTED FUNDS

These funds are available for use at the discretion of the trustees in furtherance of the general objectives of the school.

1.6 OPERATING LEASES

Rentals applicable to operating leases are charged to the Statement of Financial Activities over the period they are incurred.

1.7 EXPENITURE

Expenditure is accounted for on an accruals basis. They consist of school running costs.

DATE VALLEY SCHOOL TRUST
NOTES TO THE FINANCIAL STATEMENTS (Continued)
YEAR ENDED 31 AUGUST 2019

1.8 OTHER SUPPORT COSTS

The school running costs include other support costs such as costs of the preparation and examination of the financial statements, the costs of trustees meetings and cost of any legal advice to trustees on governance or constitutional matters.

2. FORMAT OF FINANCIAL STATEMENTS

The financial statements are presented in accordance with the format prescribed by the Companies Act 2006 as well as by the Charities Act 2011 and the Charities SORP (FRS102), with suitable adaptation thereof, which the trustees consider to be appropriate, having regard to the nature of the school's activities.

3. CASH FLOW STATEMENT

The accounts include a cash flow statement as required by FRS102.

4. SCHOOL FEES

The school fees represent the fees receivable from the students attending the school. Of which £123,160 (2018: £108,609) was grants provided by the local councils.

5. OTHER INCOME

	<u>2019</u>	<u>2018</u>
	£	£
Donations received	2,165	3,400
Hifz and after school activities	42,525	39,196
School trips, travel, uniforms and dinners	29,432	36,484
School events	543	206
Fund raising income	56,955	19,180
Sundry income	4,322	606
	-----	-----
	135,942	99,072
	=====	=====

DATE VALLEY SCHOOL TRUST
NOTES TO THE FINANCIAL STATEMENTS (Continued)
YEAR ENDED 31 AUGUST 2019

6. SCHOOL RUNNING COSTS

	<u>2019</u>	<u>2018</u>
	£	£
Rent & rates payable	122,526	91,737
Hiring sports hall	9,848	8,362
Repairs, maintenance and cleaning	27,771	29,676
Staff training & costs	1,610	2,265
Telephone and internet	1,814	1,772
Insurance	11,365	10,463
Teaching material and educational resources	12,453	12,224
Staff salaries	442,532	453,472
Pension contributions	4,518	3,049
Other salaries (incl. Hifz and other school activities)	7,930	9,248
Depreciation of office equipment	1,690	2,254
Amortisation of leasehold improvements	-	11,004
Printing, postage and stationery	8,506	8,835
School trips, travel, uniforms and dinners	25,279	28,132
Sundry expenses	2,466	2,882
Fund raising expenses	28,356	7,629
Activity generated donations expenses	431	82
Equipment rental	6,307	8,730
Fire and burglar alarm costs	1,077	1,193
Waste disposal	2,703	1,953
Water rate	790	1,473
Light and heat	8,530	6,013
Bank charges	908	291
Donation paid	253	-
Bad debt	4,561	3,434
Other support costs		
- Accountancy fee	2,880	2,880
- Legal and professional fees	5,527	8,567
	-----	-----
	742,631	717,620
	=====	=====

DATE VALLEY SCHOOL TRUST
NOTES TO THE FINANCIAL STATEMENTS (Continued)
YEAR ENDED 31 AUGUST 2019

7. STAFF COSTS

During the year £12,227 (2018: £13,640) remuneration was paid to 1 trustee (2018: 1 trustee) working full time at the School.

The staff costs (including the trustees remuneration) were:

	<u>2019</u>	<u>2018</u>
	£	£
Wages, salaries and allowances (incl. employer's NIC)	442,532	462,720
Pension costs	4,518	3,049
	-----	-----
	447,050	465,769
	=====	=====

The average number of staff employed (including 1 full time trustee (2018: 1 trustee)), calculated as full time equivalents during the year was as follows:

	<u>2019</u>	<u>2018</u>
	No.	No.
Management	3	3
School Teaching Staff	16	18
Administrative Staff	2	2
	----	----
	21	23
	====	====

No employee (2018: Nil) received a remuneration of more than £60,000 .

8. TANGIBLE FIXED ASSETS -	Office Equipments	Leasehold Improvements	Total
	£	£	£
Cost			
At 1 September 2018	49,265	65,920	115,185
Additions	-	-	-
	-----	-----	-----
At 31 August 2019	49,265	65,920	115,185
	-----	-----	-----
Depreciation			
At 1 September 2018	42,504	65,920	108,424
Charge for the year	1,690	-	1,690
	-----	-----	-----
At 31 August 2019	44,194	65,920	110,114
	-----	-----	-----
Net book value			
At 31 August 2019	5,071	Nil	5,071
	=====	=====	=====
At 31 August 2018	6,761	Nil	6,761
	=====	=====	=====

The school's capital commitment at the year end was £Nil (2018: £Nil).

DATE VALLEY SCHOOL TRUST
NOTES TO THE FINANCIAL STATEMENTS (Continued)
YEAR ENDED 31 AUGUST 2019

9. DEBTORS

	<u>2019</u>	<u>2018</u>
	£	£
Unpaid school fees	114,032	109,238
Other debtors and prepayments	30,709	30,709
	-----	-----
	144,741	139,947
	=====	=====

Other debtors and prepayments include £19,140 (2018:£19,140) rent deposit secured in favour of landlord.

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2019</u>	<u>2018</u>
	£	£
School fees received in advance	31,705	34,927
Payroll liabilities	5,579	5,788
Other creditors and accruals	2,000	2,020
	-----	-----
	39,284	42,735
	=====	=====

11. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	<u>2019</u>	<u>2018</u>
	£	£
Deposits received in advance	137,065	123,947
	=====	=====

12. UNRESTRICTED FUNDS

	<u>2019</u>	<u>2018</u>
	£	£
Balance brought forward on 1 September 2018	83,010	40,302
Transfer from deferred income	-	11,145
Net movement in funds relating to the year:		
Surplus	5,833	31,563
	-----	-----
Balance carried forward on 31 August 2019	88,843	83,010
	=====	=====

On 31 August 2019, the funds included PTFC Fund of £14,791 (2018: £17,741), security campaign fund of £2,021 (2018: £2423), classroom setup fund of £53 (2018: £1,000), interactive Smartboards fund of £7,400 (2018: £Nil), Kuwaiti Society Fund of £23,498 (2018: £Nil) and Handwriting/Computing Scheme Funds of £2,000 (2018: £Nil).

DATE VALLEY SCHOOL TRUST
NOTES TO THE FINANCIAL STATEMENTS (Continued)
YEAR ENDED 31 AUGUST 2019

13. OPERATING LEASE COMMITMENTS

As at 31 August 2019 the school had annual commitments under non cancellable operating leases as follows:

	<u>2019</u> £	<u>2018</u> £
Expiring within five years – IT Equipments	1,800	8,836
Expiring within five years – interactive smart boards	4,600	4,600
Expiring more than five years – land & buildings	108,440	108,440
	=====	=====