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COMPANY NUMBER

3718338

THE TEACHING AWARDS TRUST (Limited by Guarantee)

Report and Financial Statements

Year Ended 31 August 1999

Company Number: 3718338

Charity Number: 1074968

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Annual report and financial statements for the year ended 31 August 1999

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### Report of the Trustees for the year ended 31 August 1999

## Legal and administrative details

A charitable trust named The Teaching Awards Trust was on August 18, 1998, with the following Trustees:

Lord Puttnam of Queensgate— Chairman Sir Dominic Cadbury — Deputy Chairman Mr Jon Snow Mr Norman Mitchison — Lloyds TSB Group Mr John Bangs — NUT Ms Kay Driver - PAT Nigel de Gruchy — NASUWT Mr David Hart OBE - NAHT Mr Peter Smith - ATL Mr John Sutton — SHA

The charity was renamed The Teaching Awards Trust Number 1 on 16 February 1999. For fiscal the trustees resolved on 22 June 1999 to merge the Teaching Awards Trust Number 1 with a new charitable company, established with the same objects as the trust, named the Teaching Awards Trust. The trustees of The Teaching Awards Trust Number 1 were appointed as trustee directors of the new charitable company.

This report and financial statements cover the period from establishment of the original trust to 31 August 1999 and, except for the financial statements of the charitable company alone, are presented on the basis that the activities of the group were continuous through that period. The financial statements presented are those of the charitable company and the group which consists of the charitable company together with The Teaching Awards Trust Number 1 and the wholly owned subsidiary The Teaching Awards Company Limited, prepared on the basis set out in note 1 to the accounts.

#### Secretary

Pailex Corporate Services Limited

#### **Auditors**

BDO Stoy Hayward Emerald House East Street Epsom Surrey KT17 1HS

#### **Solicitors**

Paisner and Co. Boureine House 154 Fleet Street London EC4A 2DQ

## Report of the Trustees for the year ended 31 August 1999

### Legal and administrative details (continued)

#### **Bankers**

Lloyds TSB Bank pic Pall Mall St James's branch 8/10 Waterloo Place London SW1Y 4BE

#### Address

15 Berners St London W1P 3DE

Telephone: 020 7907 1500 Fax: 020 7907 1515

### Staff at 31st August, 1999

John Culhane Chief Executive
Carolyn Taylor Operations Director

Matthew Elton Regional Coordinator, South West, West & West Midlands

Fraser Lennox Regional Coordinator, South & South East

Soheela Malik Regional Coordinator, North, North East & North West

Lucy Telfer Regional Coordinator, East & East Midlands

Lucy Grimster Public Relations Manager Felicity Gillespie Development Manager

Andy Martin Office Manager

#### The Teaching Awards Company Ltd.

The Teaching Awards Company Limited, a wholly owned subsidiary of the Teaching Awards Trust was incorporated on 4 June 1998 as Jivecove Limited and changed its name on 3 August 1998 to Teaching Awards Company Limited and started trading at that time. Its specific responsibilities are to secure sponsorship for the Awards and to organise the National and Regional ceremonies at which the Awards are presented.

The Directors of the Company during the period ending August 31, 1999 were:

John Culhane Chairman (from Oct 1, 1998) Lord Puttnam of Queensgate

Felicity Gillespie (until November 1,1998)

### Report of the Trustees for the year ended 31 August 1999

#### Review of the Year 1998/9

"The beginning is the best part of any work, especially where the young are concerned". – Plato: Poetry in Education.

#### **Summary**

The Teaching Awards Trust was formed and registered as a Charity in August 1998. It was established to promote and encourage high standards in teaching and education, and in so doing, to raise the profile and morale of teachers.

In its first year, the Trust set up an Awards program designed to highlight excellence and to encourage the best practice in teaching by recognising and honouring outstanding teachers. Nominations in various categories were sought from the Chairs of Governors of schools of all Primary, Secondary and Special schools in England, which were evaluated by judging panels set up in ten English regions. The Trust, through its wholly owned subsidiary, the Teaching Awards Company Ltd, organised ten regional events at centres throughout England and a National Event at Alexandra Palace which was televised live on BBC1 on July 11<sup>th</sup>, 1999. At each ceremony, Awards were presented to the winning teachers and the schools of the winning teachers received cash prizes.

The primary sponsor of the Awards was Lloyds TSB, who committed £1,500,000 for each of the first two years. Specific categories were sponsored by Camelot, Railtrack, Dorling Kindersley and The Guardian, each of whom provided £125,000 (The Guardian provided £62,500 in cash and £62,500 in advertising space.)

#### The Nomination Process

After a Press Launch in June 1998, packs inviting nominations were sent in September to the Chairs of Governors of all schools in England only, with copies sent to the Headteachers. These packs invited nominations in fifteen categories:

Best New Teacher in a Primary school

Best New Teacher in a Secondary school.

Excellence in Special Needs Teaching in a Primary school

Excellence in Special Needs Teaching in a Secondary school.

Contribution to School Leadership in a Primary school.

Contribution to School Leadership in a Secondary school.

Working with Parents and the Community in a Primary school.

Working with Parents and the Community in a Secondary school.

Most Creative Use of ICT in a Primary school.

Most Creative Use of ICT in a Secondary school.

Teacher of the Year in a Primary school

Teacher of the Year in a Secondary school

Teacher of the Year in a Special School.

Classroom Assistant (for Regional Awards only)

Lifetime Achievement

Report of the Trustees for the year ended 31 August 1999

### The Nomination Process (continued)

Nominators were urged to consult widely and to submit evidence from across the school community. The process for judging nominations and making Awards to the winning Teachers and to their schools was organised on a regional basis. England was divided for this purpose into ten regions, whose boundaries corresponded approximately with the BBC television regions. The closing date for nominations was originally set as December 13, 1998, but subsequently extended to January 31, 1999, 737 nominations were received.

The low number of nominations for the most creative use of ICT was disappointing, particularly in view of the emphasis being placed upon ICT teaching by the DfEE, whereas those for Teacher of the Year in a Special School and for Excellence in Special Needs Teaching reflected the relative paucity of relevant teachers. Overall, however, since this was the first year of the Scheme, and it had become clear that most teachers and Headteachers had either not seen or heard of it, or had forgotten what they had seen or heard, it was felt that this was an encouraging debut, on which we could expect to be able to build.

However, a number of Chairs of School Governors and Headteachers, wrote to complain that the Program was divisive, and that since teachers acted as a team, it would be invidious for them to single out one particular teacher for a nomination. This was echoed by a few LEA's, some of whom recommended that schools in their area should boycott the Program. It was felt that this attitude could only be overcome by demonstrating at the events that they were a celebration of teaching in which all the profession could share, and reinforcing this with the attendant publicity, but it was recognised that this feeling is entrenched in part of the profession.

### The Judging Process

With Sir John Harvey-Jones as the National Chair of Judges, judging panels about 20 people, from a wide range of backgrounds including practicing teachers, Union representatives and Educationalists were set up in each of the ten regions with the following individuals serving as Regional Chairs.

North - Prof. Gervase Phinn
North East - Prof. David Reynolds
North West - Peter Foley
West Midlands - Ranjit Sondhi
East Midlands - Sir Bob Salisbury
East - Bob Finch
London & South East - Dame Tamsyn Imison
South - Roger Laughton
South West - Prof Ted Wragg
West - Prof Geoff Thompson

The Judging Panels reviewed and evaluated the written nominations. From these they selected up to four in each category, who were then designated as Regional Finalists. These were then visited in their schools and a Regional Winner selected for each category. A list of the Regional Winners is given in Appendix 2.

#### Report of the Trustees for the year ended 31 August 1999

#### The Judging Process (continued)

The same categories, with the exception of Classroom Assistant, were replicated at the National level, with all Regional winners being evaluated, and a subset of four in each category being visited, for the National Awards. The National Winners were:

Best New Teacher in a Primary school – Flo Witcombe of Inverteign Junior School, Teignmouth, Devon.

Best New Teacher in a Secondary school – David Waugh of the Beauchamp College, Leicester.

Excellence in Special Needs Teaching in a Primary school – Elizabeth Seddon of Elmtree First School, Chesham, Bucks

Excellence in Special Needs Teaching in a Secondary school – Wendy Crockett of Alderman Blaxill School, Colchester.

Contribution to School Leadership in a Primary school – Jean Heslop of Cliffe Hill Primary School, Halifax, Yorkshire.

Contribution to School Leadership in a Secondary school - Barbara Berryman of Marshfields School, Peterborough.

Working with Parents and the Community in a Primary school – Paddy Beels of Wingate Nursery School, Wingate, Co. Durham

Working with Parents and the Community in a Secondary school – Robert Jennings of St George Community School, Bristol.

Most Creative Use of ICT in a Primary school – Diana Sperry of Moat Farm Junior School, Oldbury, West Midlands.

Most Creative Use of ICT in a Secondary school – Keith Parry of Hyde Technology School, Hyde, Cheshire Teacher of the Year in a Primary school – Norma Machell of Scarcroft Primary School, York.

Teacher of the Year in a Secondary school – Romilda Scanelli of Uplands Community College, Wadhurst, Sussex

Teacher of the Year in a Special School - Mary Pittman of Downham School, Plymouth

Lifetime Achievement - Maureen Davies of St. Sebastian's RC JMI & Nursery School, Liverpool

### The Awards

Each nominee received a Certificate, and, to echo Plato, Regional Award winners each received a cylindrical glass trophy with a head of Plato engraved on the top, and their name and Award inscribed on the side. National winners received a larger glass trophy with a bust of Plato inside the cylinder.

The school of each Regional finalist received £500, the school of each regional winner received an additional £3,000 and the school of each national winner received £20,000.

### Report of the Trustees for the year ended 31 August 1999

## The Regional Award Ceremonies

Regional award ceremonies were held during May 1999 at the following locations. They were hosted by local BBC presenters and Awards were presented by a number of leading personalities and by representatives of the sponsors. Details of the regional events are given in Appendix 2.

Leeds – May 10<sup>th</sup> at the Royal Armories.

Bath – May 12<sup>th</sup> at the Assembly Rooms

Manchester – May 14<sup>th</sup> at the Town Hall

Newcastle – May 17<sup>th</sup> at the Civic Centre

Birmingham – May 18<sup>th</sup> at the International Convention Centre

Nottingham – May 19<sup>th</sup> at the Council House

London – May 21<sup>st</sup> at the Banqueting House, Whitehall

Exeter – May 25<sup>th</sup> at the Phoenix Theatre

Winchester – May 26<sup>th</sup> at the Guildhall

Norwich – May 28<sup>th</sup> at St Andrew's & Blackfriars Hall

These were covered as news by regional BBC TV and local radio, as well as by the local press.

#### The National Awards

The National Awards were presented at Alexandra Palace, London on July 11th, 1999. The format consisted of a 1½ hour stage presentation of the Awards, hosted by Stephen Fry and Gaby Roslin, of which the last hour was televised live on BBC1.

Four Awards were presented during the week before the Ceremony by leading celebrities, who made surprise visits to the schools. The remainder were presented during the evening. Satellite TV links were set up with three schools to show the surprise and reaction of schools when their nominee won.

Following the presentation a dinner was held at Alexandra Palace for teachers and their partners, Headteachers and Chairs of Governors and other guests.

The event was very well received by the Teaching profession and attracted 28% of television viewers in that time slot.

### Report of the Trustees for the year ended 31 August 1999

#### The National Awards (continued)

The awards presented were as follows:

Dorling Kindersley Award for the Best New Teacher in a Primary school presented to Flo Witcombe by Maureen Lippman with a cheque for the school presented by Peter Kindersley, Chairman of Dorling Kindersley.

Dorling Kindersley Award for the Best New Teacher in a Secondary school presented to David Waugh by Diane Louise Jordan, with a cheque for the school presented by Peter Kindersley, Chairman of Dorling Kindersley.

Railtrack Award for Excellence in Special Needs Teaching in a Primary school presented to Liz Seddon by Tessa Sanderson with a cheque for the school presented by Sir Robert Horton, Chairman of Railtrack.

Railtrack Award for Excellence in Special Needs Teaching in a Secondary school. presented to Wendy Crockett by Phil Willis MP with a cheque for the school presented by Sir Robert Horton, Chairman of Railtrack.

Award for Contribution to School Leadership in a Primary school presented to Jean Heslop by David Blunkett MP with a cheque for the school presented by Sir John Harvey-Jones.

Award for Contribution to School Leadership in a Secondary school presented to Barbara Berryman by Helen Mirren with a cheque for the school presented by Sir John Harvey-Jones.

Camelot Award for Working with Parents and the Community in a Primary school presented to Paddy Beels by Teresa May MP with a cheque for the school presented by Dianne Thompson, Commercial Operations Manager of Camelot.

Camelot Award for Working with Parents and the Community in a Secondary school presented to Bob Jennings by Linford Christie with a cheque for the school presented by Dianne Thompson, Commercial Operations Manager of Camelot.

The Guardian Award for Most Creative Use of ICT in a Primary school presented to Diana Sperry by Jon Snow with a cheque for the school presented by Bob Phillis, Chief Executive of the Guardian Media Group.

The Guardian Award for Most Creative Use of ICT in a Secondary school presented to Keith Parry by Terry Sheringham with a cheque for the school presented by Bob Phillis, Chief Executive of the Guardian Media Group.

Award for Teacher of the Year in a Primary school presented to Norma Machell by Tony Blair MP with a cheque for the school presented by Peter Elwood, Group Chief Executive of LLoyds TSB.

Award for Teacher of the Year in a Secondary school presented to Romilda Scanelli by Ranulph Fiennes with a cheque for the school presented by Peter Elwood, Group Chief Executive of LLoyds TSB.

Awards for Teacher of the Year in a Special School. presented to Mary Pittman by Kate Adie with a cheque for the school presented by Sir John Harvey-Jones.

Lifetime Achievement Award presented to Maureen Davies by Lord Puttnam with a cheque for the school presented by Sir John Harvey-Jones.

### Report of the Trustees for the year ended 31 August 1999

#### Financial results

The financial statements set out the financial position of the charity and of the group at 31 August 1999 and the results of the group for the period from incorporation to 31 August 1999. Of the total sponsorship funds of £1,998,029, over half was distributed in cash prizes to the schools of the winning teachers, and the balance spent on promoting the scheme to schools, on organising the judging of nominations, and on the eleven Award ceremonies, including the reimbursement of some of the costs of the BBC. A full list of grants to schools is set out as an appendix to the accounts.

## Reserves policy

Charity Commission guidance requires trustees to consider the need for a charity to maintain reserves. Free reserves are defined by the Charity Commission as funds which are neither restricted nor designated and which are not tied up in fixed assets necessary for operations. At 31 August 1999, there was a deficit balance of reserves of £55,230. The trustees will implement measures to rectify this position and establish a reserves policy in the current year.

#### **Year 2000**

The trustees can confirm that no material adverse effects on the company's operations of financial results arose from Year 2000 compliance failures, either within the company itself or at third parties. The trustees do not consider that any significant residual risks, uncertainties or liabilities to third parties remain as a result of the Year 2000 issue and do not anticipate further material expenditure on system modifications.

#### Statement of Trustees' Responsibilities

Company law requires the trustees, who are the directors, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charitable company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The accounts have been prepared in accordance with company law and following the recommendations of the Statement of Recommended Practice (SORP) Accounting by Charities.

On behalf of the Board

Date

### Report of the auditors

### To the members of The Teaching Awards Trust (Limited by Guarantee)

We have audited the financial statements on pages 10 to 16, which have been prepared under the accounting policies set out on pages 12 and 13.

Respective responsibilities of directors and auditors

As described on page 8, the trustees, who are also the directors of the charitable company for the purposes of company law, are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

### Basis of opinion

We conducted our audit in accordance with Auditing Standards 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 judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company'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 of the state of the charitable company's affairs as at 31 August 1999 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

BDO STOY HAYWARD

Chartered Accountants and Registered Auditors

Epsom, Surrey

[date] 10 Ochu WV

Consolidated Statement of Financial activities for the year ended 31 August 1999

	Note	Unrestricted Funds £
Incoming Resources		
Sponsorship income	2	1,998,029
Interest receivable		17,844
Total incoming resources		2,015,873
Resources expended		
Direct charitable expenditure:		
Awards to schools	3	882,500
Other direct costs	3	1,028,104
	3	1,910,604
Other expenditure		
Fundraising and publicity		78,091
Management and administration	4	82,408
Total Resources expended		2,071,103
Net outgoing resources for the year carrie	ed forward	(55,230)

All amounts relate to continuing activities.

All gains and losses recognised in the period are included in the statement of financial activities above.

The notes on pages 12 to 16 form part of these financial statements.

## Balance sheet at 31 August 1999

	Note	Group Note 1999		Charity 1999	
		£	£	£	£
Fixed assets					
Tangible assets	6		17,333		_
Investment in subsidiary company	7		-		100
Current assets					
Debtors	8	198,335		193,026	
Cash at bank and in hand		189,057		3,470	
		387,392		196,496	
Creditors: amounts falling due		· <b>,</b> · · · ·		, , ,	
within one year	9	(459,955)		(241,783)	
		<del></del>			
Net current (liabilities)			(72,563)		(45,287)
Net liabilities			(55,230)		(45,187)
Represented by:					
Unrestricted funds			(55,230)		(45,187)

Trustee

The notes on pages 12 to 16 form part of these financial statements.

Notes forming part of the financial statements for the year ended 31 August 1999

### 1 Accounting policies

#### Basis of accounting

The financial statements are prepared under the historical cost convention. The financial statements are prepared in accordance with the requirements of the SORP Accounting by Charities and with applicable accounting standards. The principal accounting policies applied are as follows:

The charitable company has taken advantage of the exemption allowed under Section 230 of the Companies Act 1985 and has not presented its own statement of financial activities in these financial statements. The group net outgoing resources includes £45,187 which is dealt with in the financial statements of the parent charitable company.

#### Basis of consolidation

The group accounts have been prepared using merger accounting as the trustees believe this is necessary to give a true and fair view of the group's activities in the period under review. The results of The Teaching Awards Company Limited are included in the group accounts from 3 August 1998, its date of incorporation, which pre-dates its transfer to the charitable company by its predecessor charity as part of the merger of the charities on 22 June 1999.

Accounts prepared using acquisition accounting would not fairly reflect the results of the group for the period as the substance of the transfer from the predecessor charity, while not complying with the literal definitions given in FRS 6 "Acquisitions and Mergers", was of a "group reconstruction". Accounting for pre acquisition results in accordance with FRS2 would give a misleading impression of the group's state of affairs at 31 August 1999 and financial activities in the year then ended.

#### Income

Income is credited in the financial statements when receivable. Gifts in kind for of goods and services, other than for resale, are recognised in incoming resources at the cost of otherwise obtaining those goods and services. A corresponding charge is made within expenditure. Where an associated tax credit can be reclaimed this is recognised in the financial statements together with the related income.

#### Expenditure

All expenditure is provided in the financial statements on an accruals basis where appropriate and material. Expenditure is allocated directly to the activities to which it relates where possible. Overhead costs associated with the charitable activities of the group are shown as support costs within direct charitable expenditure.

### Depreciation

Depreciation is provided on tangible fixed assets to write off the cost over their estimated useful lives at the following annual rates, charged on a monthly basis from the month of acquisition.

Computer Equipment

- 50% on cost

Fixtures and fittings

- 20% on cost

Notes forming part of the financial statements for the year ended 31 August 1999 (Continued)

## 1 Accounting policies (Continued)

## Going concern basis

The accounts show a deficit of reserves at 31 August 1999 and net outgoing resources for the year then ended. Sufficient funds have been made available by sponsors to enable the group to meet its debts as they fall due. As noted under reserves policy in the trustees report, the trustees are implementing plans to eliminate this deficit. The trustees are confident that funding will be secured to achieve this and accordingly the accounts have been prepared on a going concern basis.

## 2 Sponsorship income

Sponsorship income includes £62,500 of advertising space provided by a sponsor. A full list of major sponsors is set out in the annual report.

### 3 Direct charitable expenditure

	Total 1999 £
Awards to schools:	-
National winners	280,000
Regional winners	486,500
Regional finalists	112,500
	879,000
Other direct costs:	<del></del>
Awards ceremonies	559,429
Staff costs (note 5)	290,174
Other support costs	178,501
Total other direct costs	1,028,104
	1,907,104

A full list of awards to schools is set out as an appendix to the accounts.

Notes forming part of the financial statements for the year ended 31 August 1999 (Continued)

4	Management and administration	
		1999 £
	Legal and professional Audit and accountancy	72,408 10,000
		82,408
5	Staff costs	1999 £
	Staff costs consist of:	
	Wages and salaries Social Security costs	258,547 22,977
	Temporary staff costs	281,524 8,650
	Staff costs per note 3	290,174

The average number of employees during the year was 7

Two employees received remuneration at annual rates between £50,001 and £60,000 during the year.

No trustee received remuneration or reimbursement of expenses during the year.

Notes forming part of the financial statements for the year ended 31 August 1999 (Continued)

6	Tangible fixed assets - Group			
		Computer Equipment £	Fixtures and Fittings £	Total £
	At 1 September 1998	-	-	<del>-</del>
	Additions	29,121	3,744	32,865
	Disposals	(10,998)	-	(10,998)
		<del></del>		
	At 31 August 1999	18,123	3,744	21,867
	Accumulated depreciation			<del></del>
	At 1 September 1998	-	-	-
	Charged for the year	4,461	73	4,534
				<del></del> _
	At 31 August 1999	4,461	73	4,534
	Net book value			
	At 31 August 1999	13,662	3,671	17,333

## 7 Investment in subsidiary company

The charitable company acquired the entire issued share capital of The Teaching Awards Company Limited as part of the merger arrangements approved by the board on 22 June 1999. The results of the trading company have been consolidated in these financial statements from its date of incorporation, 3 August 1998 to 31 August 1999. The results of the trading subsidiary for the period were as follows:

	£
Turnover Cost of sales	1,997,929 (559,429)
Gross profit	1,438,500
Administrative expenses	(627,894)
Interest receivable	17,884
Covenant to the Teaching Awards Trust	(838,923)
Retained loss	(10,433)

Notes forming part of the financial statements for the year ended 31 August 1999 (Continued)

8	Debtors		
		Group 1999 £	Charity 1999 £
	Due within one year	£	£
	Tax recoverable on deed of covenant	192,807	192,807
	Other debtors	5,528	219
		198,335	193,026
9	Creditors: amounts falling due within one year		
	Trade creditors	60,707	-
	Amounts due to subsidiary undertaking	-	240,660
	Taxes and social security costs	26,619	-
	Tax deducted from deed of covenant	192,807	-
	Accruals	29,822	1,123
	Deferred income	150,000	-
		459,955	241,783