

SWAN EDUCATION PARTNERSHIP LIMITED
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2014

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SWAN EDUCATION PARTNERSHIP LIMITED
(A company limited by guarantee)

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SWAN EDUCATION PARTNERSHIP LIMITED
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2014**

Trustees

C A Staley, Headteacher
T A Jones, Headteacher
C Whitmore, Headteacher (appointed 1 January 2014)
I H Colling, Headteacher
D J M Howell, Trustee (appointed 4 September 2013)
J R Clarke, Headteacher
P A Hutchison, Headteacher
C M Renihan, Headteacher (appointed 1 September 2014)
D R Lloyd, Headteacher (retired 10 July 2014)
R Clayton, Headteacher (retired 13 December 2013)
K S Butwilowska, Headteacher (appointed 22 October 2013, retired 10 July 2014)

Company registered number

08023418

Charity registered number

1151793

Registered office

Moulton School
Pound Lane
Moulton
Northampton
NN3 7SD

Accountants

MHA MacIntyre Hudson
Chartered Accountants & Statutory Auditors
Peterbridge House
The Lakes
Northampton
NN4 7HB

SWAN EDUCATION PARTNERSHIP LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2014

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Swan Education Partnership Limited (the charity) for the year ended 31 August 2014. The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

CONSTITUTION

The charity is registered as a charitable company limited by guarantee with Charitable Status. The company was incorporated on 10 April 2012. The charitable company's Memorandum and Articles of Association are the primary governing documents of the charity trust.

The trustees are also the directors of the charitable company for the purposes of company law. The charitable company is known as Swan Education Partnership Limited.

Details of the Trustees who served throughout the year are included in the Reference and Administrative Details on page 1.

MEMBERS' LIABILITY

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £1, for the debts and liabilities contracted before they ceased to be a member.

RECRUITMENT AND APPOINTMENT OF NEW TRUSTEES

New Trustees are appointed by existing Trustees as and when required. The Charity aims to recruit new Trustees from as diverse backgrounds as possible but ensures during the recruitment process that they are eligible to act as Trustees.

RISK MANAGEMENT

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Objectives and Activities

OBJECTIVES AND AIMS

The mission of the Swan Education Partnership is to provide services and advice to support the SWAN educational providers, community and staff, through quality expertise, resources and collaboration which ensures learning, development and academic excellence.

SWAN EDUCATION PARTNERSHIP LIMITED
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2014

SIGNIFICANT ACTIVITIES

The charity's main activities are as follows;

Business Engagement Activity
Post-16 progression routes
Behaviour and Attendance partnership
Curriculum partnership

More detail of these activities can be found in the achievement and performance section.

Achievements and performance

Throughout 2013-2014, the Partnership has continued to drive forward its work in developing high quality educational provision throughout its member schools. This has been achieved through appropriate service level agreements with key providers and through the collaborative work of Headteachers and senior leaders.

Business Engagement

The partnership has continued to work with Proactive Education to deliver a significant business engagement programme. This has included a variety of activity days across the SWAN schools, including Y9 and Y10 students being involved, for example, in a hotel challenge day or a logistics challenge day. These activities involve working for the day with employers, developing an understanding of marketing, finance, communication issues, and in developing team working skills.

There have been post-16 support days, ensuring sixth form students leave school prepared for the world of work. These have included CV writing, the application process and mock interviews. Apprentice roadshows have also been available to support students in Y10 and Y11.

Work related competitions across the partnership have also taken place.

Behaviour and Attendance

Senior leaders from the member schools met regularly to share best practice and to help continue to drive improvements in behaviour and attendance across the partnership. In part, the group has managed a service level agreement with JOGO, a behaviour intervention group who have been working individually with each of the partner schools. This support has included individual and group direct student intervention work, training for school staff, and behaviour surgeries, in which teaching colleagues could gain advice for specific or more general behaviour management concerns. The direction of this work has become increasingly focused on building capacity within member schools. The group has also worked closely on identifying best practice in managing attendance, supporting increased attendance within partner schools.

Direct training run by and for the partnership has included training for support staff and year leaders.

Teaching and Learning

A second group of senior leaders from the member schools met regularly to share best practice and to help continue to drive improvements in teaching and learning across the partnership. This group has led on various courses to directly improve the quality of teaching, including an 'Improving Teacher Programme' for teachers identified as struggling with performance, and a further programme for developing the quality of middle leadership. Members of the group have also worked on supporting the development of the bid for the Teaching School Alliance, which works out of Sponne School, and which will be the vehicle for driving this work forward from September, 2014.

SWAN EDUCATION PARTNERSHIP LIMITED
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2014

SWAN Challenge

The partnership has developed a peer challenge programme, built on the best practice from successful similar models. In this, each school is visited for 2.5 days by a team of trained senior staff from other partnership schools, led by a trained experienced inspector. Using RAISE data as a springboard, the challenge team visit lessons and work with staff and students at the host school to develop a challenge report, reflecting strengths seen and possible areas for improvement. Six schools were involved in the first year of this programme.

Best Practice Groups

There have been regular meetings of other groups from within the partnership schools to share and develop best practice. These have included Business Managers, Heads of Sixth Form and Exam Officers.

Planned Developments 2014-2015

In order to improve the efficiency and effectiveness of the financial management of the partnership, the direct management of the finances will be undertaken by Moulton School, one of the partnership schools.

Following the successful bid from Sponne School for Teaching School status, the partnership will work within this alliance to support improved teaching, learning and outcomes for students across the partnership.

The standing groups of Behaviour and Attendance, Teaching and Learning, and Heads of Sixth will be replaced by 12 month focus groups. In 2014-2015, these will be Curriculum and Accountability, Pupil Premium, Achieving Good and Outstanding Sixth Forms, and Early Intervention to Improve Behaviour. The other best practice groups will continue.

Work will also continue through service level agreements for behaviour intervention work, employer engagement and bid writing to bring income into the partnership. This work will be managed by the individual member schools, although overseen by the Directors group.

Financial review

RESERVES POLICY

The model for our Charity is such that we do not directly employ anyone, so that to that end we do not carry a financial reserve.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 18 March 2015 and signed on their behalf by:



T A Jones
Trustee

SWAN EDUCATION PARTNERSHIP LIMITED
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 AUGUST 2014**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SWAN EDUCATION PARTNERSHIP LIMITED

I report on the accounts of the company for the year ended 31 August 2014 which are set out on pages 7 to 14.

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 company 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 in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

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.

SWAN EDUCATION PARTNERSHIP LIMITED
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INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2014

Signed:



Dated: 23 March 2015

Elaine Olson-Williams FCCA

MHA MACINTYRE HUDSON

Chartered Accountants
Peterbridge House
The Lakes
Northampton
NN4 7HB

SWAN EDUCATION PARTNERSHIP LIMITED
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
FOR THE YEAR ENDED 31 AUGUST 2014

	Note	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
INCOMING RESOURCES				
Incoming resources from generated funds:				
Voluntary income	2	156,381	156,381	294,249
Other incoming resources	3	-	-	250
Investment income	4	364	364	325
Incoming resources from charitable activities	5	1,150	1,150	20,337
TOTAL INCOMING RESOURCES		157,895	157,895	315,161
RESOURCES EXPENDED				
Charitable activities	6,7	153,374	153,374	123,200
Governance costs	8	4,157	4,157	2,021
TOTAL RESOURCES EXPENDED		157,531	157,531	125,221
MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME FOR THE YEAR		364	364	189,940
Total funds at 1 September 2013		189,940	189,940	-
TOTAL FUNDS AT 31 AUGUST 2014		190,304	190,304	189,940

The notes on pages 9 to 14 form part of these financial statements.

SWAN EDUCATION PARTNERSHIP LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 08023418

BALANCE SHEET
AS AT 31 AUGUST 2014

	Note	£	2014 £	£	2013 £
FIXED ASSETS					
Tangible assets	11		823		2,152
CURRENT ASSETS					
Debtors	12	25,506		5,387	
Cash at bank		311,126		405,635	
		<u>336,632</u>		<u>411,022</u>	
CREDITORS: amounts falling due within one year	13	(147,151)		(223,234)	
NET CURRENT ASSETS			<u>189,481</u>		<u>187,788</u>
NET ASSETS			<u>190,304</u>		<u>189,940</u>
CHARITY FUNDS					
Unrestricted funds	14		<u>190,304</u>		<u>189,940</u>
TOTAL FUNDS			<u>190,304</u>		<u>189,940</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 August 2014 and of its net incoming resources for the year in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Trustees on 18 March 2015 and signed on their behalf, by:



T A Jones
Trustee

The notes on pages 9 to 14 form part of these financial statements.

SWAN EDUCATION PARTNERSHIP LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2014**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the company has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

1.5 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the company. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	- 33% on cost
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SWAN EDUCATION PARTNERSHIP LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2014**

1. ACCOUNTING POLICIES (continued)

1.7 Taxation

The charity is exempt from corporation tax on its charitable activities.

2. VOLUNTARY INCOME

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Gifts	-	-	1
Subscriptions	56,250	56,250	76,250
Grants	100,131	100,131	217,998
	<hr/>	<hr/>	<hr/>
Voluntary income	156,381	156,381	294,249
	<hr/>	<hr/>	<hr/>

3. OTHER INCOMING RESOURCES

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Other income	-	-	250
	<hr/>	<hr/>	<hr/>

4. INVESTMENT INCOME

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Bank account interest	364	364	325
	<hr/>	<hr/>	<hr/>

SWAN EDUCATION PARTNERSHIP LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2014

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Reimbursement of equipment purchased	-	-	3,987
Work experience income	-	-	14,340
Training income	1,150	1,150	885
Conference income	-	-	1,125
	<u>1,150</u>	<u>1,150</u>	<u>20,337</u>

6. DIRECT COSTS

	Activities £	Total 2014 £	Total 2013 £
Transportation costs	341	341	1,899
Course consumables	882	882	1,834
Delivery of courses	12,611	12,611	17,388
Grants paid to institutions	23,509	23,509	42,684
Consultancy	101,113	101,113	37,804
Staff training	3,067	3,067	7,153
	<u>141,523</u>	<u>141,523</u>	<u>108,762</u>

SWAN EDUCATION PARTNERSHIP LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2014**

7. SUPPORT COSTS

	Total 2014 £	Total 2013 £
Advertising & marketing	120	240
Meetings & conferences	3,363	3,662
Subscriptions	1,601	253
Refreshments	236	589
Project co-ordination	-	4,500
Postage & carriage	26	1,432
Depreciation	1,329	1,835
Insurance	996	-
Telephone	-	25
Sundry expenses	-	45
Bank charges	-	64
Computer costs	302	240
Networking events	26	53
Administration	3,852	1,500
	11,851	14,438

8. GOVERNANCE COSTS

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Accountancy	4,157	4,157	2,021

9. NET INCOMING RESOURCES

This is stated after charging:

	Year ended 31 August 2014 £	Period ended 31 August 2013 £
Depreciation of tangible fixed assets: - owned by the charity	1,329	1,835
Accountancy fees	4,157	2,021

During the year, no Trustees received any remuneration (2013 - £NIL).
During the year, no Trustees received any benefits in kind (2013 - £NIL).
During the year, no Trustees received any reimbursement of expenses (2013 - £NIL).

SWAN EDUCATION PARTNERSHIP LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2014

10. STAFF COSTS

The company paid administration costs of £3,852 during the year (2013 - £1,500).

The average number of employees employed during the year was nil (2013 - nil).

11. TANGIBLE FIXED ASSETS

	Office equipment £
Cost	
At 1 September 2013 and 31 August 2014	3,987
Depreciation	
At 1 September 2013	1,835
Charge for the year	1,329
At 31 August 2014	3,164
Net book value	
At 31 August 2014	823
At 31 August 2013	2,152

12. DEBTORS

	2014 £	2013 £
Trade debtors	120	708
Vat repayable	4,551	4,679
Prepayments and accrued income	20,835	-
	<u>25,506</u>	<u>5,387</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2014**

13. CREDITORS:
Amounts falling due within one year

	2014 £	2013 £
Trade creditors	24,985	5,236
Accruals and deferred income	122,166	217,998
	<u>147,151</u>	<u>223,234</u>

Included in accruals and deferred income is £117,866 (2013 - £217,998) of deferred government grants. Grant income is recognised in the year which it is spent.

14. SUMMARY OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
Unrestricted funds:				
General funds	<u>189,940</u>	<u>157,895</u>	<u>(157,531)</u>	<u>190,304</u>

15. CONTROLLING PARTY / RELATED PARTY TRANSACTIONS

In the opinion of the directors, the charitable company has no ultimate controlling party.

There were no transactions with related parties during the year (2013 - nil).