



**Children in school,
ready to learn**



School-Home Support

Report and Financial statements

Year ended 31 August 2019

Charity Number: 1084696

Company Number: 03991440

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This report was produced in-house by SHS.

Trustees, Officers and Professional Advisors

Trustees

Fred Sharrock (Chair)
Sara Luder (Deputy Chair)
Lynne Chambers (appointed 9/5/19)
Andrew Dowell
Colin Horswell
John Jeffcock
David Marriage

Jummy Okoya (appointed 9/5/19)
Lisa Robinson
David Vaughan
Carly Wickham (appointed 9/5/19)
Elizabeth Wolverson
Inigo Woolf
Richard Evans (resigned 1/1/19)

Finance and Impact Committee

David Vaughan (Chair)
Colin Horswell
Sara Luder
Inigo Woolf

Fundraising and Marketing Committee

Lisa Robinson (Chair)
Andrew Dowell
John Jeffcock
David Vaughan
Carly Wickham

Chief Executive

Jaine Stannard

Registered Office

Solar House
3rd Floor
1-9 Romford Road
London
E15 4LJ

Auditors

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Devonshire House
60 Goswell Road
London
EC1M 7AD

Bankers

Barclays Bank PLC
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1 Churchill Place, Canary Wharf
London
E14 5RB

Solicitors

Downs Solicitors LLP
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75 Meadrow
Godalming
Surrey GU7 3HS

School-Home Support Service (UK)

www.shs.org.uk

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Annual Report of the Trustees

The Trustees, who are also Directors of the charitable company, present their report for the twelve months ending 31 August 2019. In presenting this report, the Trustees have complied with the Statement of Recommended Practice, Accounting and Reporting by Charities, the Companies Act 2006 and applicable United Kingdom Accounting and Financial Reporting Standards, including FRS102 and have given due regard to the Charity Commission's general guidance on public benefit including the guidance 'public benefit: running a charity (PB2)'.

Directors' Report

The Directors present their report for the year ended 31 August 2019 which should be read in conjunction with the Strategic Report.

Reference and administrative details

The registered name of the charity, the charity number and the company number are shown on the front cover of this report.

The registered office, current Trustees, Chief Executive and advisers are shown in the Trustees, Officers and Professional Advisors section of this report on page 3.

The Trustees who served during the year are listed in the Trustees section on page 6.

Chair's Report

This has been a very significant year for SHS, as the charity's expansion outside London has continued and accelerated. SHS is now active in Bradford, Blackpool and Manchester, giving it a sustainable presence outside the capital for the first time. The strength of the SHS practitioner model is its flexibility to deal with the myriad different challenges that, sadly, families and schools may come up against when trying to get all children in school, ready to learn. This means that what has worked so well in London, where SHS was founded, can also make a big difference in other parts of the country affected by social deprivation. This expansion has been possible because of the commitment of funders with links to the communities in which SHS is working. This positive news is part of a more complex picture across our different sources of funding. The SHS model of highly skilled practitioners based in schools and working directly with young people and their families comes at a cost. With schools' budget under continuing pressure, we have seen a reduction in the number of SHS schools in London. In other cases, schools have continued with SHS when we have been able to find external sources of funding to match or replace the school's own contribution. We continue to set our fundraising team ambitious targets, which must be met so that SHS can continue working with all the schools that already receive its help and continue its expansion, working towards its vision of all children in school, ready to learn.

Objectives and Activities

The Charity's vision is that every child has the support they need to thrive and achieve. Our mission is to get children in school, ready to learn. Whatever it takes.

School-Home Support's Objects, as set out in its Memorandum of Association, are to advance education by promoting, developing and assisting in the provision of services which contribute to the pastoral care of pupils and/or which foster links between school and home.

To enable the Charity to deliver its objects, its strategy is:

- ❑ to be a leading advocate and centre of excellence for school home support services;
- ❑ to provide quality school home support services across the UK, reaching increasing numbers of young people; and
- ❑ to support children and young people to overcome barriers to their education.

Public Benefit

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. We are confident that through our objects, School-Home Support (SHS) meets those public benefit requirements.

The principles of public benefit – that it is identifiable, that it must be to the public and that any private benefit must be incidental – are demonstrated by the outcomes of our work set out in the review which follows.

Structure, Governance and Management

The financial statements that follow later in this report comprise the Statement of Financial Activities, the Balance Sheet, and the Statement of Cash Flows and related notes.

The organisation is a charitable company limited by guarantee and not having a share capital, incorporated on 9 May 2000 and registered as a charity on 24 January 2001.

The Charity is governed by its Memorandum and Articles of Association as amended by special resolutions, with last amendment dated 16 May 2016.

The governing body of the Charity is the Board of Trustees. The maximum number of Trustees allowed by the Articles of Association is fifteen and at the period-end there were thirteen serving Trustees. During the course of the year, the two Trustees nominated by the London Diocesan Board for Schools for as long as any employees are members of the Church Workers Pension Fund, were appointed Trustees independently. This was due to there being no further employees of the Charity who were members of the Church Workers Pension Fund. Annually, Trustees review the Board to identify any skills gaps and look externally for appropriate people in order to attract members with the relevant experience and skills needed to improve the Board's effectiveness.

The Trustees meet four times each year with the Management Team. Meetings are extended or additional shorter meetings are carried out for specific focus such as Business plan development and review.

Each Trustee is asked to complete a declaration of interest form which is reviewed and, if appropriate, amended, annually as well as it being a standing agenda item at Trustee meetings to ask Trustees to declare new interests.

SHS has two formal subcommittees, one is the Finance & Impact committee which meets four times a year to consider finance, audit, risk, data and impact matters and make recommendations to the

Board of Trustees. The second is the Fundraising and Marketing subcommittee which meets twice a year with ad hoc additional meetings for specific projects / issues as needed. Their focus is to review and advise on all fundraising, marketing and communications strategy and activities and make any recommendations to the Board.

Management

The Trustees are responsible for setting strategies and policies for the Charity and for ensuring that these are implemented. The Finance & Impact Committee ensures that all assets of the Charity are properly safeguarded, managed and used, and that funds are spent effectively and efficiently in the course of its activities. In addition, the Committee reviews the effectiveness of internal financial controls and risk management systems. The Committee meets prior to each Trustee Board meeting.

The day-to-day running of the Charity is delegated to the Chief Executive and her staff. The Chief Executive has responsibility for planning, developing and implementing policies and strategies within clear guidelines and protocols set by the Trustees. The Chief Executive is supported by a team of four senior managers, their roles being Head of Family Intervention, Senior Partnerships Manager (Trusts & Foundations), Senior Partnerships Manager (Corporates), and Head of Operations.

The Charity has a robust remuneration policy in place which supports a structured pay-scale matrix to reflect the broad range of skill sets throughout the organisation. Pay scales are reviewed to ensure they are aligned with industry standards based upon the specific areas in which the Charity works.

Pay Policy

School-Home Support is a "Living Wage" employer. The company seeks to recruit high performing individuals and sets remuneration levels taking into account a range of factors including:

- ☐ An individual's skills, performance and experience;
- ☐ The size and responsibility of the role; and
- ☐ External benchmark data for the charity and cultural sector.

Trustees

Trustees, who are also the Directors for the purpose of charity law, who served during the year and up to the date of this report are as follows:

Fred Sharrock (Chair)	Jummy Okoya (appointed 9/5/19)
Sara Luder (Deputy Chair)	Lisa Robinson **
Lynne Chambers (appointed 9/5/19)	David Vaughan
Andrew Dowell	Carly Wickham (appointed 9/5/19)
Colin Horswell **	Elizabeth Wolverson
John Jeffcock **	Inigo Woolf
David Marriage	Richard Evans (resigned 1/1/19)

** These three Trustees were re-appointed during the year in line with our governance procedures.

Trustee Induction and Training

Trustees are able to access a range of training to support them in their role and their understanding of the organisation. Training available includes such areas as governance, finance and safeguarding. New trustees access a comprehensive induction programme and are allocated a "buddy" trustee to support them in their new role. They are also linked with a relevant senior member of staff to support their understanding of the work of the organisation whilst also allowing them to support that area of work with their expertise and skills. A programme of shadowing of front line staff is being developed to deepen trustees knowledge of the complex issues the families the organisation work with face.

Statement of Trustees' Responsibilities

The Trustees (who are also directors of School-Home Support Service (UK) for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- ☐ select suitable accounting policies and then apply them consistently;
- ☐ comply with applicable accounting standards, including FRS 102, subject to any material departures disclosed and explained in the financial statements; state whether a Statement of Recommended Practice (SORP) applies and has been followed, subject to any material departures which are explained in the financial statements;
- ☐ make judgements and estimates that are reasonable and prudent; and
- ☐ prepare the financial statements on a 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 that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of Information to Auditors

The Trustees who held office at the date of approval of this report confirm that, so far as they are individually aware, there is no relevant audit information of which the Charity's auditors are unaware; and each Trustee has taken all steps that they ought to have taken as a Trustee to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

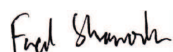
Going concern

The Trustees consider there are no material uncertainties about the charity's ability to continue as a going concern. The review of the charity's financial position, reserves levels and future plans gives Trustees confidence that the company remains a going concern for the foreseeable future.

Auditors

In accordance with the charitable company's articles, a resolution proposing that Moore Kingston Smith LLP be re-appointed as auditors of the company will be put at a Board Meeting.

The Directors' Report was approved by the Trustees on 23 January 2020, and is signed as authorised on its behalf by:



Fred Sharrock

Chair of Trustees and Director

Post Balance Sheet Events

The trustees have considered the impact of the Coronavirus (COVID-19) pandemic on the business operations of the charity and consider it likely that there will be an impact on donations in the next twelve months. The trustees have considered any potential loss of donations across a range of income scenarios covering the period to the end of the next financial year. At the date of filing these financial statements there is material uncertainty over what if any impact there may be. However the level of current donations and funding received for the seven months before the onset of the lock down means that, even under a reasonable worst case scenario, the trustees have grounds to believe that the Coronavirus outbreak does not impact the ability of the charity to continue as a going concern for a period of at least 12 months from the date of filing these statements.

Strategic Report

The Directors present their Strategic Report for the year ended 31 August 2019, which should be read in conjunction with the Directors' Report, which contains further strategic information.

Mission, Vision and Values

Our Mission

Children in school, ready to learn. Whatever it takes.

Our Vision

Every child has the support they need to thrive and achieve

Our Values

Collaborate	Working together, engaging the whole family, school and other services, we support families to break the intergenerational cycle of deprivation.
Achieve	We work to be a high achieving organisation, to give every child the chance to thrive and achieve their best.
Respect	Placing value on the emotional and practical needs of families, listening to their issues, recognising and working with their strengths to support the learning and development of children and young people.
Empower	Starting with their strengths, we support the building of resilience in children and their families, enabling parents to support successful educational outcomes for their children.

Our Strategic Objectives

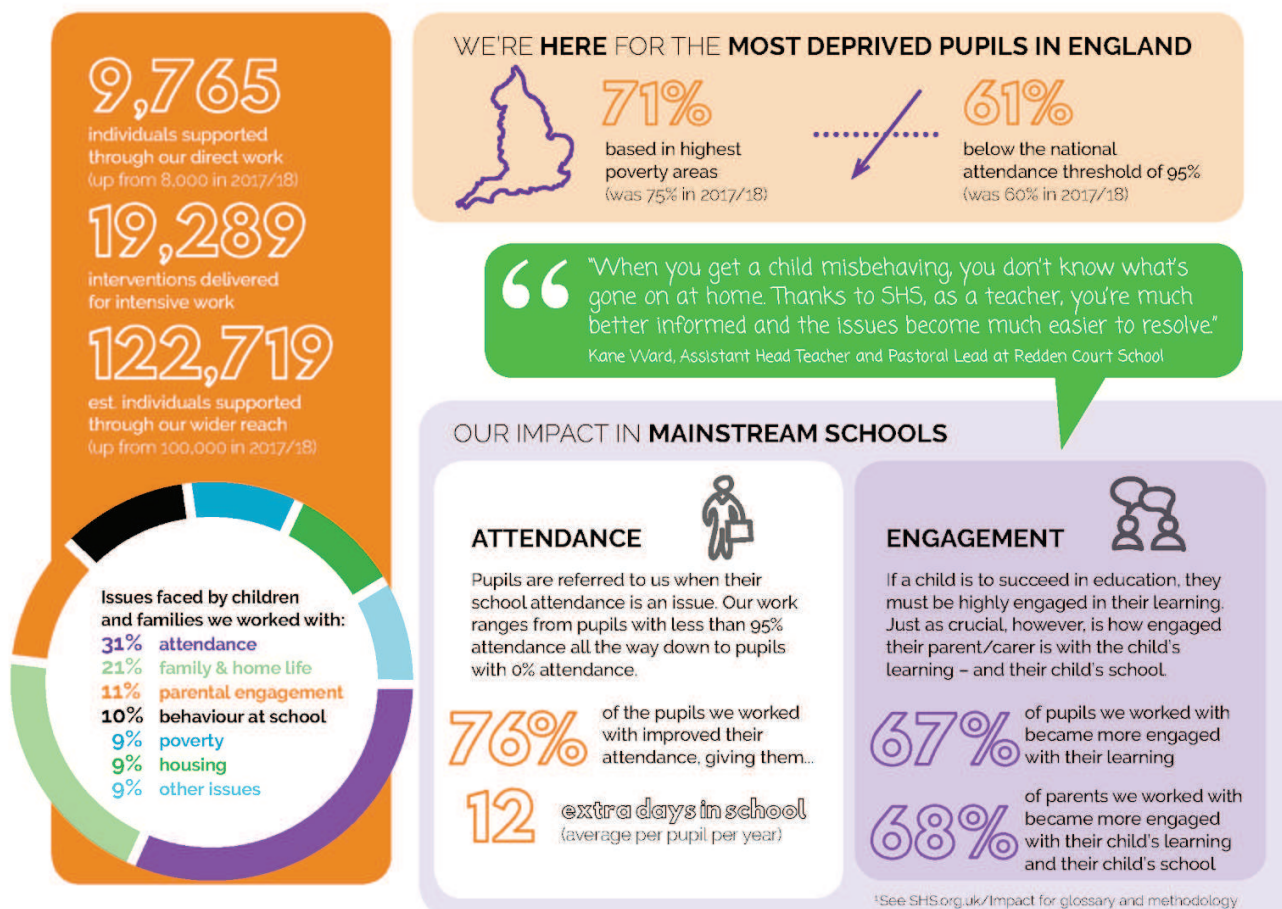
- ☐ To be the leading advocate and centre of excellence for school-home support services
- ☐ To provide quality school-home support services across the UK
- ☐ To support children to overcome their barriers to education

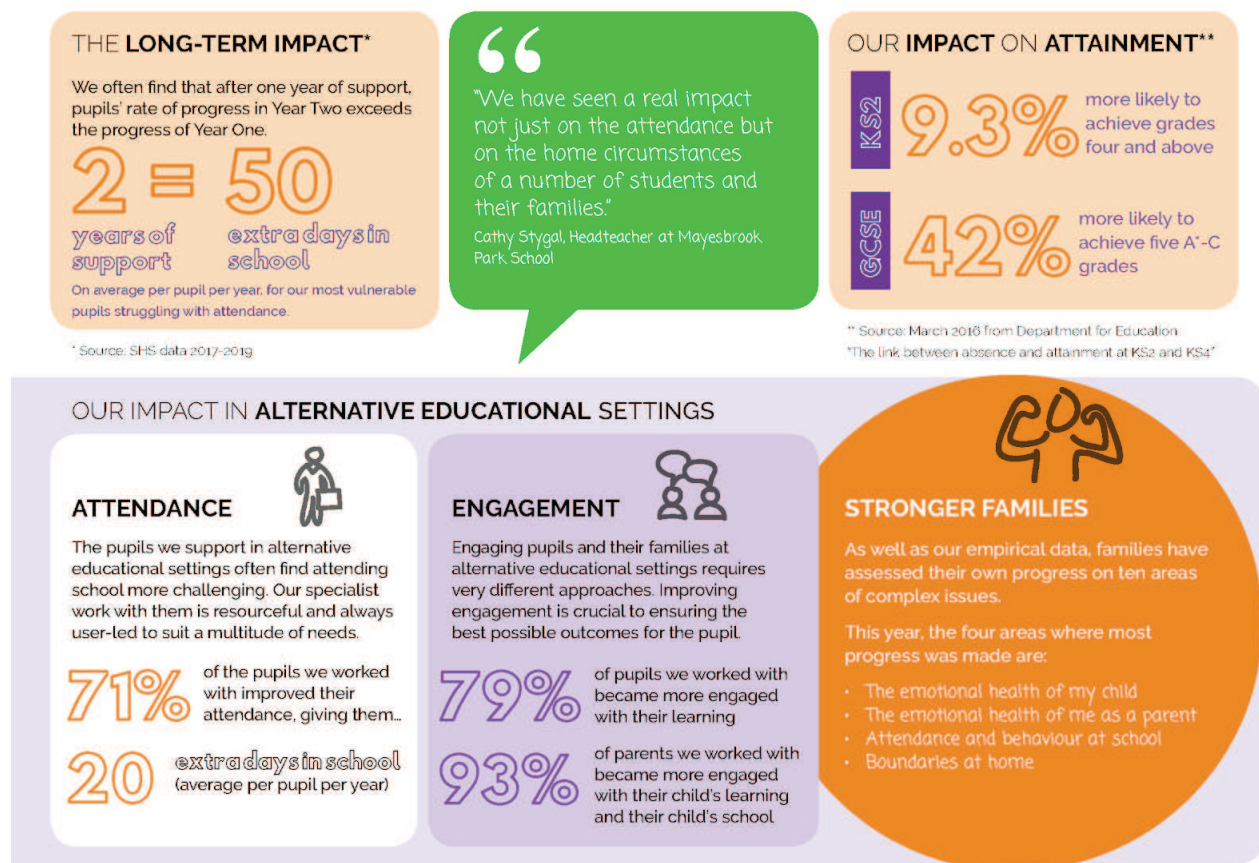
Achievements and Performance

Summary

School-Home Support practitioners worked directly with schools and Local authorities, delivering targeted interventions to over 9,700 children, young people and their families with our wider work reaching over 122,719 individuals through our pastoral development services (21 % increase compared to 2017/18).

SHS Practitioner Service is our flagship service, providing bespoke support to children and families and ensuring children can make the most of their educational opportunities. SHS Practitioners are deployed in schools and communities to work directly with families, being adaptive to their needs, including those families considered 'hard-to-reach'. Although SHS Practitioners all ultimately support children's attendance and work to have children in school, ready to learn, this impact is achieved in a wide variety of ways and will be dependent on the needs identified by individual schools.





Pastoral Development Services

Our Pastoral Development Services (PDS) support staff in schools and other settings who are responsible for (or involved in) providing family support - these services being supervision, training and resources.

Whilst PDS does not generate significant income for the charity, SHS embraces the opportunity of sharing its expertise to reach more children and families through its PDS offer by upskilling others.

SHS' national reach is further achieved through its free SHS Membership which provides online support and information, monthly newsletter, and access to the SHS Forum (an online support forum where individuals can access peer support around a range of family support issues)

This year's performance saw a reduction in annual income from previous year but a growth of 21% in member numbers which indicates a demand for the service to continue. Members also benefited from attending our 2019 SHS conference which featured a guest speaker on Parental Engagement, national expert, Dr Janet Goodall.

Family Intervention Service - flagship SHS Practitioner service

We are proud of the impact this service achieves with the families we support.

- ❑ 25.8% improved attendance for our most vulnerable pupils over a two year period (2017-19) after intensive support from an SHS practitioner. This increase in attendance equates to an extra 50 days (100 extra sessions) in school per child per year;
- ❑ 10.9% improved attendance for all pupils over a one year period where attendance was below 80% at the start of the intervention;
- ❑ 80% pupils were reported to have improved engagement in learning as a result of the intervention.

We employ practitioners across the service with a variety of experience and expertise. All practitioners are supported and developed to provide a wide variety of interventions to best fit the needs of the school, children and their families. The core of our work is to address reasons for absence and poor behaviour and ultimately help close the 'attainment gap'. SHS coordinators support practitioners by providing professional casework guidance and review, to ensure support provided to individuals and/or families is maximised. SHS offers practitioners a wide range of training each year to support their professional development. Each term practitioners also have mandatory safeguarding training covering issues such as domestic violence and child sexual exploitation.

SHS also employs highly skilled practitioners for our 'Intensive Support' contracts to address complex family issues. These practitioners are community based and work with a multi-agency approach. These contracts achieve excellent outcomes and are valued by the local authorities.

Key developments in 2018/19

In the last 18 months, we have rolled out our SHS Practitioner Service in the key geographical locations of Bradford, Blackpool, and Gravesend and the Medway towns. New services will also start in Manchester during 2019/20 financial year. Our approach has been to develop local partnerships with schools and employ SHS Practitioners local to these areas. The expansion in Bradford and Gravesend and the Medway towns, and the work in Manchester, has been funded by a range of trusts and foundations and corporate partners. Also included is "Ready for Nursery", a pilot early years outreach service. The work in Blackpool is funded through a local authority contract (18 month contract duration).

We now need to consolidate this recent phase of growth and expansion, which includes developing relationships with local schools and other service providers, in each geographical area.

The move to new geographical areas has proven successful and allowed us to extend our impact nationally and attract new partners with the start of projects being scoped and achieved for Manchester and more in progress for 2019/20 for Croydon and Eastbourne.

Whilst SHS practitioners already work in conjunction with multiple partners through direct delivery of family support, we recognise the ongoing need to collaborate with organisations with similar aims to support children, young people and their families.

SHS continues to meet with a number of organisations, to look at strategic partnerships.

Ensuring efficiencies of resources, effective work flows and close management of costs are a continual focus for SHS. Investment was made in 2018/19 to improve the CRM system used by the organisation to achieve efficiencies of use and reporting. Time was also taken to research and identify a more effective impact measurement tool for implementation in 2019/20. Covering everyday costs alongside essential improvements in systems, processes and infrastructure to achieve resource efficiencies continue to be a challenge. These essential costs, or so called 'Core Costs', further enable us to comply with GDPR and provide meaningful impact data reporting and financial transparency - all of which take time and money to achieve. We continue to strive to achieve funding that supports the teams and systems which enable our frontline delivery staff to reach families.

We continue to recognise the need to be flexible as an organisation, adapting and responding to needs and opportunities and have demonstrated that we have the ability to do so.

Key areas for the coming year 2019/20

To fulfil our mission of getting children in school and ready to learn, we will continue to pursue our strategic aims and have identified the following priorities for 2019/20 in our Business plan:

1. Consolidating our work in key geographical areas;
2. Creating an SHS legacy in schools that will last beyond the lifetime of the SHS Practitioner Service;
3. Raising national awareness of the issues affecting vulnerable children; and,
4. Ensuring SHS data and impact can be validated at a national level.

National funding for schools and local authorities combined with political landscape changes expected for 2019/20 will continue to challenge the sector. This has resulted in SHS relying more on voluntary income than in previous years. Trusts and Foundations have consistently supported us strongly in our mission to get children in school, ready to learn and we expect that will continue. Nevertheless, we recognise the age of austerity has created significantly increased competition for funds. We continue to develop corporate partnerships, particularly through offering meaningful volunteering opportunities for employees to engage with schools and young people. This approach helped us to grow our corporate partnerships last year, with further growth targeted for the coming year. We will develop and grow regional voluntary income to extend our reach and support more children, young people and families nationally.

We have a clear plan to increase our reach and to be in a position to support children and young people in the areas of highest need. We anticipate achieving this growth, in part, with the support of funders that have an interest in the regions we wish to prioritise, as well as funders with an interest in our range of high intensity, and other specialist, projects. Potential to grow specialist posts will be supported through our developing partnership strategy.

We foresee a continuing challenge in our ability to cover 'Core Costs' within available funding due to a proportion of funders wishing to support direct delivery rather than contribute to infrastructure costs.

The Family Intervention team's embedded working practices and good relationships with schools and local authorities enable our plans moving forward to ensure retention of existing business and to maximise the potential of converting new business enquiries into sales. Furthermore, having calculated that the cost of a SHS practitioner per pupil is half the amount of the Pupil Premium allocation that schools receive, we feel that this continues to be an attractive offer to schools when allocating their Pupil Premium funding.

Building on the positive work we have done in the last year our next steps will involve continuing our drive to record and demonstrate meaningful impact for the work we deliver so that we can better articulate the short term, medium term and long term benefits. It is critical that we refresh our cost benefit analysis to be able to demonstrate the savings we make not only to the public purse but the school purse too.

Finally, we recognise the valuable commitment and support our Trustees provide and we look forward to developing the work of SHS with their continued support.

Fundraising, Data Protection and GDPR

The charity's main fundraising activity involves communications with corporates, trusts and foundations via telephone, email, fundraising events and sponsored events in line with the Fundraising Code of Practice set by Fundraising Regulator.

Where members of the public have donated or joined our SHS Membership, we adhere to tight guidelines informed by the DPA and GDPR legislation. Our privacy policy can be found on our website (<https://www.schoolhomesupport.org.uk/privacy-cookies/>)

Our SHS Supporter Promise is available in full on our website. Key principles for fundraising activities with the public include the following:

- ☐ We adhere to the Fundraising Code of Practice;
- ☐ All our activities are open, fair, honest and legal;
- ☐ If we are asked to change how we communicate with individuals, or stop, we will respect that;
- ☐ We do not sell contact details to anyone.

The charity is registered with the Fundraising Regulator and adheres to the standards of the Fundraising Code of Practice. No complaints about fundraising activity were received in the year.

Financial Review of the Year 2018-19

The detailed figures for the year ended 31 August 2019 are set out in the financial statements that follow this Strategic Report,

With national financial austerity measures continuing to affect adversely the ability of local authorities and schools to implement preventative programmes, securing new commissioned contracts remains challenging. Reduced statutory funding affected the resources available for our work from individual schools. However, work with Blackpool local authority has provided a significant income which is contracted to continue in to 2019/20.

Fundraising is substantially improved from the previous year. Funds were raised to enable the charity to deliver its commitments and during the year the fundraising team has been significantly strengthened to put the Charity in a much more favourable position for the coming year.

Overall, we incurred a small surplus of £6,071 in 2018-19 (against a £335 surplus the previous year) and are proud that we continue to produce a small surplus in an increasingly challenging climate. We feel this is a positive reflection of the efficiencies of resources, effective work flows and close management of costs mentioned in the Key developments section on page 13.

Restricted reserves have increased this year and Unrestricted reserves remain within the planned range to meet our Reserves Policy commitment. Our Free reserves are slightly reduced by £8k. Free reserves being the principal measure used by the trustees to ensure the financial health of the organisation and defined as our Unrestricted reserves excluding the net book value of our Unrestricted Fixed Assets.

Whilst there is caution in terms of any implications of Brexit and other financial uncertainty for our funding partners and supporters, we see SHS and its financial structure being resilient and capable of responding to the challenges that may lie ahead. The Board of Trustees of School-Home Support, having carefully considered the financial position and the economic circumstances, consider the charity to be a going concern for the foreseeable future.

Voluntary Income and Fundraising

Reliance on voluntary income has increased over the last three years. The in-house team are tasked with raising the voluntary income needed to deliver vital services. The team are supported by a subcommittee of trustees who provide additional strategic and governance overview support. .

Voluntary sourced income in 2018/19 increased by 1% on the previous year with a total of £1,278k received. This represents 61% (54% in 2018) of incoming resources. Direct Fundraising costs totalled £199k which represents 15% of total voluntary sourced income.

Trusts and Foundations remain the most developed and largest income stream; corporate partnerships have developed considerably this year. We would like to thank all our supporters without whom we would not be able to provide vital services to disadvantaged children and families. A full list is given in our Impact Report, including:

The Bloomfield Trust
The Dulverton Trust
The East End Community Foundation
The Garfield Weston Foundation
The Goldsmiths' Company Charity
The Nomura Charitable Trust
Provident Financial Group
The Rayne Foundation
Richard Reeve's Foundation
St. James's Place Charitable Foundation
Sir John Cass's Foundation
The Stewarts Foundation

Fee Income

School budget constraints continue to be a challenge for new business and continuing services leading to a greater reliance on voluntary income for SHS Practitioner Service.

Fee Income for charitable activities decreased from £1.06m to £808k . This is mainly due to the challenges faced by LA and schools' budgetary pressures. Income for services to schools, however, was boosted by the increase in voluntary sourced income for Charitable activities which meant that delivery levels for our SHS practitioner service increased by 4% overall (£1,316,916 in 2018 to £1,364,891 in 2019). In 2019-20 efforts will continue to target specific areas and settings that need School-Home Support services, as well as sharing our expertise via Pastoral Development Services and online solutions.

Income from local authorities totalled £186k.

Costs

The cost of charitable activity decreased by 5% from £1.98m to £1.82m. This was achieved from planned cost controls to keep in line with income being achieved.

Balance Sheet

Overall reserves at £511k are similar to 2017-18 (£505k) Restricted reserves have increased by 11% from £282k to £313k. There is a decrease of 12% in Unrestricted reserves, from £224k to £198k.

Investment Policy

School-Home Support had no investment activity in 2018/9 other than the receipt of bank interest.

Reserves Policy

The Finance and Impact Committee, on behalf of the Board of Trustees, meets quarterly and conducts an annual review of the level of unrestricted reserves by considering risks associated with the various income streams, expenditure plans and balance sheet items. This enables an estimate to be made of the level of unrestricted reserves that are sufficient:

- to allow time for reorganisation in the event of a downturn in income or asset values;
- to protect ongoing service provision; and
- to allow the charity to meet its working capital requirements.

Furthermore, the trustees must also take into consideration that a material proportion of the charity's income is generated from philanthropic sources. As a result, the charity must ensure that it has sufficient unrestricted reserves to meet its commitments throughout the year.

The trustees have concluded that the principal risk to the organisation is a shortfall in either or both the contractual and fundraised income and that between £145k and £290k of free reserves (being unrestricted reserves less unrestricted fixed assets) would be needed to meet the above requirements. This equates to 2-4 months operational costs. Our free reserves at the 31st August 2019 were £162k (being our Unrestricted reserves of £197,913 less Fixed assets of £36,040). The trustees have set a surplus budget for 2019/20 to continue to meet the limit set out in the policy.

Risk Management

The Trustees confirm that they have reviewed an assessment of the major risks to which the Charity is exposed, particularly operational and financial risks, and are satisfied that the controls and actions in place to manage and mitigate the major risks that have been identified are sufficient. The risk register is reviewed annually as a whole and key risks are discussed at each Finance and Impact Committee. Key risks currently identified include continued budgetary challenges in schools and local authorities and its consequential impact on maintaining existing contracts or achieving new business, especially in meeting PDS targets. In order to mitigate these risks, there are ongoing projects to expand the range of services offered via the charity's digital platform and to carry out more in-depth analysis to help articulate the impact of our work and the benefits to all stakeholders.

Since the year end the Charity has had to amend its risk register to include the impact of Covid 19, as highlighted in the Chair's report on page 8 of these accounts, the Charity has mitigated the financial uncertainty by reviewing different scenarios and assessing the Charity's ability to react.

The Strategic Report was approved by the Trustees on 23 January 2020, and is signed as authorised on its behalf by:

David Vaughan, Chair of Finance and Impact Committee

David Vaughan

Date 28/4/2020

Fred Sharrock, Chair of Trustees and Director

Fred Sharrock

Date 30/04/2020

**Independent Auditor's Report to the Members of
School-Home Support Service (UK)
For the year ended 31 August 2019**

Opinion

We have audited the financial statements of School-Home Support Service (UK) ('the company') for the year ended 31 August 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Ireland' (United Kingdom Generally Accepted Accounting Practice).

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 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs(UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report and from preparing a Strategic Report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 7, 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 and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future

events or conditions may cause the charitable company to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of Our Report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Moore Kingston Smith LLP

Date 27 May 2020

Shivani Kothari (Senior Statutory Auditor)
for and on behalf of Moore Kingston Smith LLP, Statutory Auditor
Devonshire House, 60 Goswell Road, London, EC1M 7AD

Statement of Financial Activities

(including Income & Expenditure Account)
for the year ended 31 August 2019

	Notes	2019			2018		
		Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Income from:							
Donations and grants	3	571,951	706,755	1,278,706	617,069	644,617	1,261,686
Charitable Activities	4	808,110	-	808,110	1,061,640	5,000	1,066,640
Investments		2,389	-	2,389		-	-
Total Income		1,382,450	706,755	2,089,205	1,678,709	649,617	2,328,326
Expenditure on:							
Raising funds	5	262,550		262,550	95,128	247,433	342,561
Charitable Activities	5	1,094,760	725,824	1,820,584	1,620,595	364,836	1,985,431
Total Expenditure		1,357,309	725,824	2,083,134	1,715,723	612,269	2,327,991
Net income (expenditure) for the year		25,140	(19,069)	6,071	(37,013)	37,348	335
Transfers between funds		(50,784)	50,784	-			
Funds brought forward 1 September 2018		223,557	281,734	505,292	260,571	244,386	504,957
Funds at 31 August 2019	16	197,913	313,449	511,362	223,557	281,734	505,292

The statement of financial activities includes all gains and losses recognised in the year.

All transactions during the year are derived from continuing activities.

The notes on pages 26-36 form part of these financial statements.

Statement of Charity Balance Sheet

as at 31 August 2019

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	10		34,932		47,333
Intangible assets	11		1,108		11,059
			<u>36,040</u>		<u>58,392</u>
Current Assets					
Debtors	12	95,824		335,256	
Cash at bank and in hand		967,480		979,540	
		<u>1,063,304</u>		<u>1,314,796</u>	
Creditors: amounts falling due within one year	13	(587,981)		(867,895)	
Net current assets			<u>475,323</u>		<u>446,900</u>
Net assets	15		<u>511,363</u>		<u>505,292</u>
Funds					
Unrestricted funds	16		197,913		223,557
Restricted funds	16		313,449		281,734
Total Funds			<u>511,362</u>		<u>505,292</u>

Company Number: 03991440

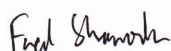
The financial statements on pages 23-36 were approved by the Trustees on 23 January 2020 and signed on their behalf by:

David Vaughan, Chair of Finance and Impact Committee



Date 28/4/2020

Fred Sharrock, Chair of Trustees and Director



Date 30/04/2020

Statement of Cash Flows

(including Income & Expenditure Account)
for the year ended 31 August 2019

	2019 £	2018 £
Reconciliation of net (expenditure) / income to net cash flow from operating		
Net (expenditure) income for the year	6,071	335
Depreciation	22,351	61,205
Investment income	(2,389)	-
Decrease (increase) in debtors	239,432	120,402
Increase in creditors	(279,914)	355,123
Net cash generated by (used in) operating activities	(14,449)	537,065
Cash flows from investing activities		
Bank interest received	2,389	-
Purchase of fixed assets	-	(949)
Net cash provided by / (used in) investing activities	2,389	(949)
Change in cash and cash equivalents in the year	(12,060)	536,116
Cash at 1 September 2018	979,540	443,423
Cash at 31 August 2019	967,480	979,540

Notes to the Accounts

1. Accounting Policies

Accounting convention

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Assets and liabilities are recognised at historical cost or transaction value.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

Title

The charitable company has an exemption under Paragraph 60 of the Companies Act 2006 from using "Limited" in the title.

Public benefit entity

The charity meets the definition of a public benefit entity under FRS 102.

Going concern

The financial statements have been prepared on a going concern basis which assumes that the charity will continue in operation for a period of at least 12 months from the date of approval of these financial statements. The trustees have reviewed the revised financial forecasts in the light of the COVID-19 pandemic which occurred before these financial statements were approved and have taken account of the possible impact on income and the ability of the charity to deliver its services.

At the date of filing these financial statements there is material uncertainty over what if any impact there may be on future donations. However the level of current donations and funding received for the seven months before the onset of the lock down means that, even under a reasonable worst case scenario, the trustees have grounds to believe that the Coronavirus outbreak does not impact the ability of the charity to continue as a going concern for a period of at least 12 months from the date of filing these statements.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income received for general purposes of the charity is credited to unrestricted funds. Income subject to specific wishes of the donor is credited to relevant restricted funds.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- ☐ Costs of raising funds relate to the costs incurred by the charity in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose;
- ☐ Expenditure on charitable activities includes the costs of delivering support to schools, undertaken to further the purposes of the charity and their associated support costs. Where costs cannot be directly attributed (support costs), they have been allocated to the activities on a basis consistent with the use of resources;
- ☐ Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

Operating leases

Where assets are financed by leasing agreement that give rights approximating to ownership ("finance leases"), the assets are treated as if they had been purchased outright. The amount capitalised is the present value of the minimum lease payments during the lease term. The corresponding leasing commitments are shown as obligations to the lessor.

Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £750. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

<input type="checkbox"/> Leasehold improvements	Straight line over length of lease
<input type="checkbox"/> Fixtures & fittings	Straight line over 5 years
<input type="checkbox"/> IT	Straight line over 4 years

Intangible fixed assets

Intangible fixed assets and Amortisation is provided at rates calculated to write off the cost of each asset, less any residual value, over its expected useful life. The amortisation rates in use are as follows:

<input type="checkbox"/> Website costs	Straight line over 4 years
<input type="checkbox"/> Software costs	Straight line over 4 years

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and

subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Financial Instruments

The company has elected to apply the provision of Section 11 'Basic Financial Instruments' and Section 12 'Other instruments' are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

With the exceptions of prepayments and deferred income all other debtor and creditor balances are considered to be basic financial instruments under FRS 102. See notes 12 and 13 for the debtor and creditor notes.

Pensions

The charity operates two defined contribution pension schemes for employees. In both cases the pension charge represents contributions payable by the charity for the period, and the charity's liability is limited to the amounts of the contributions. The schemes are as follows:

- ☐ A scheme administered by AEGON Scottish Equitable, the funds of which are separate from those of the charity
- ☐ The Church Workers Pension Fund scheme for employees who were members when they transferred from School Home Liaison to School-Home Support Service (UK). This scheme was closed during this financial year when the last of its members left employment with SHS.

Critical accounting estimates and areas of judgement

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements.

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

2. Company Structure

The charity is a company limited by guarantee and not having a share capital. The members of the company are the Trustees named on page 3. At 31st August 2019 the number of members was 13 (2018: 12).

3. Income from Donations and Grants

	2019			2018		
	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Donations & grants	563,621	706,755	1,270,376	607,413	644,617	1,252,030
Trustee donations	8,330	-	8,330	9,656	-	9,656
Total donations	571,951	706,755	1,278,706	617,069	644,617	1,261,686

4. Income from Charitable Activities

	2019			2018		
	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Family Intervention	592,139	-	592,139	792,804	-	792,804
Projects / Agencies	186,411	-	186,411	222,865	-	222,865
Pastoral Development Services	29,560	-	29,560	45,226	5,000	50,226
Total income from charitable activities	808,110	-	808,110	1,060,895	5,000	1,065,895

5. Total Expenditure

	Cost of raising funds £	Charitable activities £	Support costs £	2019 Total £	2018 Total £
Staff costs (note 7)	181,469	1,201,486	271,912	1,654,867	1,749,494
Promotion & marketing	-	1,600	-	1,600	11,189
Travel & subsistence	1,491	12,025	323	13,839	13,113
Learning & development	-	15,423	-	15,423	20,828
Finance & legal	-	46,235	9,558	55,793	61,191
Other	16,086	78,122	233,843	328,051	459,096
Governance	-	-	13,560	13,560	13,080
	199,046	1,354,891	529,196	2,083,134	2,327,991
Support costs	63,504	465,692	(529,196)		
Total expenditure	262,550	1,820,584	-	2,083,134	2,327,991

6. Net income (expenditure) for the year.

This is stated after charging:	2019	2018
	£	£
Depreciation & amortisation	22,350	61,205
Operating lease rentals		
Property	73,593	72,260
Other	(2,608)	4,411
Audit fee	13,560	11,300

7. Staff costs and Numbers

	2019	2018
	£	£
Salaries and wages	1,502,642	1,567,639
Redundancy and termination costs	2,049	10,053
Social security costs	124,239	134,285
Pension costs	25,938	37,517
	1,654,868	1,749,494

The number of staff included in Redundancy and termination costs was 2 (2018: 3).

The following number of employees received employee benefits (excluding employer pension costs) during the year between:

	2019	2018
£70,000 - £79,999	1	1

The total employee benefits including pension contributions of the key management personnel were £286,418 (2018: £297,597).

Key Management Personnel included Trustees, Chief Executive, and the four senior managers as identified on page 6.

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2018: £nil). No charity trustee received payment for professional or other services supplied to the charity (2018: £nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £Nil (2018: £Nil).

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2019	2018
Raising funds	5	6
Charitable activities	52	57
Support	7	5
Governance	1	1
	65	69

8. Related party transactions

There are no related party transactions to disclose for 2019 (2018: None).

Aggregate donations from Trustees were £8,330 for 2019 (2018: £9,656).

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

The charity is not registered for VAT and therefore Irrecoverable VAT is included with the cost of the items to which it relates.

10. Tangible Fixed Assets

	Leasehold property £	Fixtures & fittings £	Computer equipment £	Total £
Cost				
At the start of the year	57,026	16,070	93,659	166,755
Additions in the year	-	-	-	-
At the end of the year	57,026	16,070	93,659	166,755
Depreciation				
At the start of the year	19,444	10,646	89,333	119,423
Charge for the year	5,703	3,207	3,490	12,400
At the end of the year	25,147	13,853	92,823	131,823
Net book value				
At the end of the year	31,879	2,217	836	34,932
At the start of the year	37,582	5,424	4,326	47,332

All of the above assets are used for charitable purposes.

11. Intangible Fixed Assets

	Software £	Website £	Total £
Cost			
At the start of the year	192,800	31,752	224,552
Additions in the year	-	-	-
At the end of the year	192,800	31,752	224,552
Amortisation			
At the start of the year	188,204	25,289	213,493
Charge for the year	4,095	5,856	9,951
At the end of the year	192,299	31,145	223,444
Net book value			
At the end of the year	501	607	1,108
At the start of the year	4,596	6,463	11,059

All of the above assets are used for charitable purposes.

12. Debtors

	2019	2018
	£	£
Trade debtors	58,361	297,416
Other debtors	3,240	480
Prepayments	34,406	28,996
Accrued income	(183)	8,364
	95,824	335,256

13. Creditors: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	12,899	27,062
Taxation and social security	31,624	32,388
Other creditors	6,615	2,122
Accruals	52,753	46,702
Deferred income (Note 14)	484,090	759,621
	587,981	867,895

14. Deferred Income

	2019	2018
	£	£
Balance at the beginning of the year	759,621	416,074
Amount deferred in the year	568,149	1,159,918
Amount released to income in the year	(843,680)	(816,371)
Balance at the end of the year	484,090	759,621

Deferred income includes school fee income invoiced which covers future periods.

15. Analysis of Net Assets Between Funds

	Unrestricted	Restricted	Total 2019	Unrestricted	Restricted	Total 2018
	£	£	£	£	£	£
Tangible fixed assets	34,932	-	34,932	47,332	-	47,332
Intangible fixed assets	1,108		1,108	11,059		11,059
Net current assets	161,873	313,449	475,322	165,166	281,734	446,901
Net assets at the end of the year	197,913	313,449	511,362	223,557	281,734	505,291

16. Movement in Funds

	At the start of the year £	Incoming resources £	Outgoing resources £	Transfers Between Funds	At the end of the year £
Restricted funds					
Core costs	-	116,628	(92,936)		23,692
IT	7,095				7,095
Family Intervention	237,919	573,001	(607,306)		203,614
Pastoral Development Services	11,550	10,590	(12,298)		9,842
Welfare	25,171	6,536	(13,284)		18,423
Total restricted funds	281,735	706,755	(725,824)	50,784	313,449
Unrestricted funds	223,555	1,382,450	(1,357,309)	(50,784)	197,913
Total funds	505,290	2,089,205	(2,083,134)	-	511,362

Purposes of restricted funds:

- ☐ Core costs - For core day to day running costs excluding items such as capital purchases.
- ☐ IT - For expenditure on hardware and software including website.
- ☐ Family Intervention- To cover practitioner roles within schools or regionally based.
- ☐ Pastoral Development Services - For delivery of training, supervision support and membership services.
- ☐ Welfare - For expenditure on welfare fund items.

17. Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods:

	2019			2018		
	Property £	Equipment £	Total £	Property £	Equipment £	Total £
Less than one year	53,760	72	53,832	53,760	865	54,625
Two to five years	215,040		215,040	215,040	216	215,256
Over five years	26,880		26,880	80,640	-	80,640
	295,680	72	295,752	349,440	1,081	350,521