

Company registration number: 05189339
Charity registration number: 1105559

GREAT OAKS SMALL SCHOOL

(A company limited by guarantee)

Annual Report and Financial Statements
for the Year Ended 31 August 2016

Beresfords
Chartered Accountants
Castle House
Castle Hill Avenue
Folkestone
Kent
CT20 2TQ

Great Oaks Small School

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Great Oaks Small School
Reference and Administrative Details

Charity name Great Oaks Small School

Charity registration number 1105559

Company registration number 05189339

Principal office Ebbsfleet Farm House
Jutes Lane
Ramsgate
Kent
CT12 5FH

Registered office Ebbsfleet Farm House
Jutes Lane
Ramsgate
Kent
CT12 5FH

Trustees Mrs P E Jackson
Mr C Rooke, Trustee
Mr T W Sims, Trustee
Mr J Gisbey, Trustee
Mr C Best, Trustee
Mr D Williams, Trustee

Secretary Mrs Dawn McDermott

Accountant Beresfords
Castle House
Castle Hill Avenue
Folkestone
Kent
CT20 2TQ

Great Oaks Small School

Trustees' Report

This has been a great year when we have been able to build on the ethos of the school, strengthen and develop systems and put plans in place providing a safe and secure environment where our students can attain a good educational level and develop the social skills which will enable them to become confident young people in society of today.

This is due to the incredible efforts of our Head Teacher Julie Kelly bringing Great Oaks Small school back to its rightful place where it is valued by the state, parents and carers alike. The Board of Trustees offer her our thanks for the amazing changes we can see.

The emphasis on English and Mathematics has helped our students and enriched their understanding of other subjects. The further development of ASDAN gives them the advantage of obtaining a credited life skill leading to increased confidence and self esteem.

My thanks to all our staff, too, for the care, enthusiasm and commitment in embracing the new methods and training put in place. Their dedication is seen in the school at all times.

New staff have been recruited which is a big learning curve for them coming from a mainstream environment, and sometimes previous staff return. We were very pleased to welcome back Corron Osborn who runs a tight ship in the kitchen providing us with highly nutritious meals and is now, also, teaching cookery and food hygienic ensuring the students know both the nutritious value and the cost of food today. This enables them to gain life skill credits.

Our Senior Leadership Team have gone from strength to strength gaining confidence in their new roles making it possible for Julie to pass on responsibilities while maintaining a complete overview.

We, The Board of Trustees take our responsibilities very seriously, these include safe management, encouraging the growth and development of the school and good stewardship of our finances. GOSS should aim to spend public monies which are entrusted for the direct education of our students currently in school prudently. We have now been able to create a Reserve Account thus giving security of placement to the students currently at school. The reserve account, is an important part of financial management enabling the Board to plan strategies, cover the risk of unforeseen emergency, fall in source income due to student numbers, planned commitments which cannot be met by future income alone and the need for expenditure before a funding grant is received.

Many new systems have been implemented including the purchase and installation of SIMS a school management package. The staff have been fully trained and are able to use this system to plan their work and to monitor the progress of the students.

We are in communication with other educational organisations and official bodies for the exchange of ideas and strategies and developing relationships.

A formal evening for the presentation of certificates of achievement has never been easy for our students so this year a more casual approach was arranged in the common room. This was enjoyed by everyone and finished with a celebration of tea and home made cakes.

Christmas lunch was again a joyous affair with all students, staff and trustees. The staff involved in creating this feast made an incredible effort which was enjoyed by all.

Our aim at Great Oaks has always been to help our students, we know the challenges they face, and if we can get them to reengage in education and so gain confidence, improve self-esteem and help them deal with their anxieties we are a long way towards success. We feel we now have that team which will best help our students to reach their potential both in the world of learning and in everyday life skills.

Friday afternoons are still devoted to games which staff and students attend in Ramsgate Sports Centre. The facility is really suitable and they are able to enjoy various games and athletics both individually and in teams which are so beneficial in gaining fitness and social skills.

Great Oaks Small School

Trustees' Report

We continue to teach a small number of students off site as they build their confidence to join us in our school society.

We endeavor to include the interests of our young people in their education to develop their knowledge through their enthusiasm in any particular subject. We, therefore, teach a wide range of subjects, this year this includes Law, Government and Politics, Photography and Business Studies.

We had only four school leavers this year but they have achieved good results and, thanks to our dedicated Careers Officer Lorraine Vincent, have, either, secured college places or their individual ambitions.

1 student Yr 14 - University of Essex - LLB Degree in Law

1 student Yr 13 - Traineeship in Childcare

1 student Yr 13 - Apprenticeship in Scaffolding

1 student Yr 12 - East Kent College - Level 1 Diploma in Hair and Beauty

External assessment for the academic year 2016/2017

English and ICT Functional Skills

Total entry 7

Pass x 6, 1 no result

Mathematics Entry Level

Total entry 10

7 entry 3, 2 entry 2, 1 no result

Science

1 entry 3

Overall entry level

Total entry 11

8 entry 3, 2 entry 2, 1 no result

English IGCE

Total entry 1

1 x D

GCSE

Art and Design

1 x D

Business Studies

1 x D

Home Economics/Child Development

1 x C

Great Oaks Small School

Trustees' Report

Mathematics

2 x U

Overall GCSE = Total entries 5

1 x C, 2 x D, 2 x U

A Level

English Literature

1 x C

Government and Politics

1 x D

Law

1 x D

Overall A Level = Total entries 3

1 x C, 2 x D

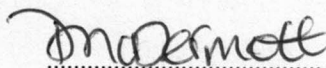
We had, as always, many outings this year which were enjoyed individually and by the school as a whole. In this part of the country we are so fortunate to have places of beauty and interest to explore and activities to enjoy. Many were repeated as they had proved so popular and include visits to Dover Castle and Turner Contemporary, and activities at Folkstone Ski, Fowlmead and Pegwell Bay.

I would like to thank many people for their support and all our staff for their amazing dedication, including, of course our Head Teacher Julie Kelly who has made it possible for our school to grow in stature and reputation and I am confident that we will continue to move forward making Great Oaks Small School such a special place.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board and signed on its behalf by:



Mrs Dawn McDermott
Secretary

Date: 12/06/17

Independent Examiner's Report to the Trustees of Great Oaks Small School

I report on the accounts of the company for the year ended 31 August 2016, which are set out on pages 7 to 15.

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 2011 Act) and that an independent examination is needed.

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of (named body).

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

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 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 charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent Examiner's Report to the Trustees of
Great Oaks Small School**

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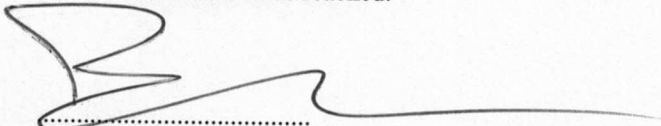
Independent examiner's statement

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 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.



Mr Phillip Hindle FCCA

BERESFORDS

Chartered Accountants

Castle House

Castle Hill Avenue

Folkestone

Kent

CT20 2TQ

Date: 3/8/17

Great Oaks Small School

Statement of Financial Activities (including Income and Expenditure Account) for the Year Ended 31 August 2016

		Unrestricted Funds	Total Funds 2016	Total Funds 2015
	Note	£	£	£
Incoming resources				
Incoming resources from generated funds				
Voluntary income	2	2,106	2,106	1,734
Investment income	3	393	393	75
Incoming resources from charitable activities	4	518,598	518,598	383,749
Total incoming resources		<u>521,097</u>	<u>521,097</u>	<u>385,558</u>
Resources expended				
Charitable activities	5	454,682	454,682	422,648
Governance costs	5	3,699	3,699	6,790
Total resources expended		<u>458,381</u>	<u>458,381</u>	<u>429,438</u>
Net movements in funds		62,716	62,716	(43,880)
Reconciliation of funds				
Total funds brought forward		16,416	16,416	60,296
Total funds carried forward		<u>79,132</u>	<u>79,132</u>	<u>16,416</u>

The notes on pages 9 to 15 form an integral part of these financial statements.

Great Oaks Small School (Registration number: 05189339)

Balance Sheet as at 31 August 2016

		2016		2015	
	Note	£	£	£	£
Fixed assets					
Tangible assets	10		9,625		2,620
Current assets					
Debtors	11	37,279		28,857	
Cash at bank and in hand		52,643		27,856	
		<u>89,922</u>		<u>56,713</u>	
Creditors: Amounts falling due within one year	12	<u>(20,415)</u>		<u>(42,917)</u>	
Net current assets			<u>69,507</u>		<u>13,796</u>
Net assets			<u><u>79,132</u></u>		<u><u>16,416</u></u>
The funds of the charity:					
Unrestricted funds					
Unrestricted income funds			<u>79,132</u>		<u>16,416</u>
Total charity funds			<u><u>79,132</u></u>		<u><u>16,416</u></u>

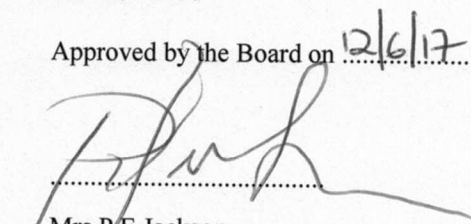
For the financial year ended 31 August 2016, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008 January 2015).

Approved by the Board on 12/6/17 and signed on its behalf by:



 Mrs P E Jackson
 Trustee

The notes on pages 9 to 15 form an integral part of these financial statements.

Great Oaks Small School

Notes to the Financial Statements for the Year Ended 31 August 2016

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Further details of each fund are disclosed in note 15.

Incoming resources

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Fixed assets

Individual fixed assets costing £50 or more are initially recorded at cost.

Great Oaks Small School

Notes to the Financial Statements for the Year Ended 31 August 2016

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Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures and fittings	20% straight line basis
Motor vehicles	20% straight line basis
Office equipment	20% straight line basis

Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

2 Voluntary income

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Donations and legacies			
Appeals and donations	2,037	2,037	1,734
Gift Aid tax reclaimed	69	69	-
	<u>2,106</u>	<u>2,106</u>	<u>1,734</u>

3 Investment income

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Interest on cash deposits	393	393	75

4 Incoming resources from charitable activities

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
School			
School fees and exams	518,598	518,598	377,700
Bursary fund	-	-	6,049
	<u>518,598</u>	<u>518,598</u>	<u>383,749</u>

Great Oaks Small School

Notes to the Financial Statements for the Year Ended 31 August 2016

..... continued

5 Total resources expended

	School	Governance	Total
	£	£	£
Direct costs			
Employment costs	353,429	-	353,429
Training costs	6,557	-	6,557
Establishment costs	37,252	-	37,252
Repairs and maintenance	9,058	-	9,058
Office expenses	14,318	-	14,318
Printing, posting and stationery	9,418	-	9,418
Subscriptions and donations	809	-	809
Sundry and other costs	9,510	-	9,510
Cleaning	2,112	-	2,112
Motor expenses	1,032	-	1,032
Student activities and events	4,231	-	4,231
Auditors' remuneration	-	600	600
Legal and professional costs	5,205	3,033	8,238
Bank charges	-	66	66
Depreciation of tangible fixed assets	1,751	-	1,751
	<u>454,682</u>	<u>3,699</u>	<u>458,381</u>

6 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

7 Net income/(expenditure)

Net income/(expenditure) is stated after charging:

	2016 £	2015 £
Depreciation of tangible fixed assets	<u>1,751</u>	<u>986</u>

Great Oaks Small School

Notes to the Financial Statements for the Year Ended 31 August 2016

..... continued

8 Employees' remuneration

The average number of persons employed by the charity (including trustees) during the year was as follows:

	2016 No.	2015 No.
Charitable activities	24	24

The aggregate payroll costs of these persons were as follows:

	2016 £	2015 £
Wages and salaries	305,299	302,606
Social security	17,110	19,223
	<u>322,409</u>	<u>321,829</u>

9 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

Great Oaks Small School

Notes to the Financial Statements for the Year Ended 31 August 2016

..... continued

10 Tangible fixed assets

	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
Cost			
As at 1 September 2015	3,750	7,655	11,405
Additions	-	8,756	8,756
As at 31 August 2016	<u>3,750</u>	<u>16,411</u>	<u>20,161</u>
Depreciation			
As at 1 September 2015	3,750	5,035	8,785
Charge for the year	-	1,751	1,751
As at 31 August 2016	<u>3,750</u>	<u>6,786</u>	<u>10,536</u>
Net book value			
As at 31 August 2016	<u>-</u>	<u>9,625</u>	<u>9,625</u>
As at 31 August 2015	<u>-</u>	<u>2,620</u>	<u>2,620</u>

11 Debtors

	2016 £	2015 £
Trade debtors	34,919	26,457
Other debtors	-	200
Prepayments and accrued income	<u>2,360</u>	<u>2,200</u>
	<u>37,279</u>	<u>28,857</u>

Great Oaks Small School

Notes to the Financial Statements for the Year Ended 31 August 2016

..... continued

12 Creditors: Amounts falling due within one year

	2016 £	2015 £
Trade creditors	13,637	12,862
Taxation and social security	1,773	8,224
Other creditors	5,005	6,336
Accruals and deferred income	-	15,495
	<u>20,415</u>	<u>42,917</u>

Creditors amounts falling due within one year includes deferred income:

	2016 £	2015 £
Amount deferred in the year	-	15,495
As at 31 August 2016	<u>-</u>	<u>15,495</u>

13 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

Great Oaks Small School

Notes to the Financial Statements for the Year Ended 31 August 2016

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14 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

15 Analysis of funds

	At 1 September 2015	Incoming resources	Resources expended	At 31 August 2016
	£	£	£	£
General Funds				
Unrestricted income fund	16,416	521,097	(458,381)	79,132

16 Net assets by fund

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Tangible assets	9,625	9,625	2,620
Current assets	89,922	89,922	56,713
Creditors: Amounts falling due within one year	(20,415)	(20,415)	(42,917)
Net assets	79,132	79,132	16,416