

**Educare Small School Limited**  
**Directors' Report and Unaudited Financial Statements**  
**For the year ended 31st July 2021**

**Company Registration Number 3183775**  
**Charity Registration Number 1058897**

## **Educare Small School Limited**

### **Legal and administrative information**

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#### **Reference and Administrative Details of the Charity, its Trustees and Advisers**

##### **Directors and Trustees**

J Gravett [resigned February 2021]  
K Smith  
E Steintal [new chair from March 2021]  
S Tinton  
W Steintal  
M Delauncy [Appointed April 2021]  
J Waller (Appointed Dec 2021)

##### **Secretary**

E Steintal

##### **Company Number**

3183775

##### **Charity Number**

1058897

##### **Headmistress**

Mrs E Steintal

##### **Registered Office**

12 Cowleaze Road  
Kingston upon Thames  
Surrey  
KT2 6DZ

##### **Business Address**

2 Albany Park Road  
Kingston upon Thames  
Surrey  
KT2 5SW

##### **Reporting Accountants**

David Howard  
1 Park Road  
Hampton Wick  
Kingston upon Thames  
Surrey  
KT1 4AS

##### **Bankers**

National Westminster Bank Plc  
5 Market Place  
Kingston upon Thames  
Surrey  
KT1 1JX

## **Educare Small School Limited**

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## **Educare Small School Limited**

### **Trustees' Report (Including Directors' Report) For the year ended 31 July 2021**

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The Trustees are pleased to present their annual report and financial statements for the year ended 31 July 2021.

The financial statements comply with the charity's Memorandum of Association, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), (effective 1 January 2019).

#### **Objectives and Activities**

The object and principal activity of the charity is to advance education by:

- a) The provision of a school for children between the ages of 3 and 11 inclusive;
- b) The provision of adult education classes and
- c) The provision of facilities for the daily care, recreation and education of children during out-of-school hours and school holidays.
- d) The company enjoys rent free occupation of the school premises which are owned by Mrs E Steintal, (a Director and Trustee of the school) and members of her family.

The Trustees have had regard to the Charity Commission's guidance on Public Benefit and consider the school makes a valuable contribution to the local community both as to the very low level of fees and subsidized services for both children and adults. All of which are designed to meet the wider community benefit whilst meeting the objectives established for the charity.

#### **Achievements and Performance**

The twenty fourth full academic year ended with 42 pupils and 8 teaching staff. The autumn term for the year 2020-21 started with 42 pupils of which 27 were full time, 8 teaching staff comprising 4 teachers and 3 teaching assistants, the year ended with 9 teaching staff [three of whom are part time].

In June 2020 Mel Delauney accepted the position of Deputy Head Teacher working in partnership with Elizabeth Steintal with the aim of ensuring a secure transition of the headship in September 2021, providing stability and continuity for the future of the school.

#### **Financial Review**

The Profit/ (loss) in the year on the unrestricted account this year was £7,095 (2020 £16,230) fees were not increased during this period, expenditure is carefully monitored each month. The school's cash flow remains sound. The Trustees are satisfied that the school should continue to generate surpluses from normal operations in the foreseeable future. In the 2021/22 school financial year pupil numbers have fallen slightly and despite increasing fees in Sept 2021, along with some cost increases the school is operating at a loss. But with strong reserves and all Trustees are aware, the focus in 2022 is to increase pupil numbers and review all costs on a regular basis.

#### **Restricted Reserves**

The school did receive donations from parents which have the specific purpose of creating a fund to assist other parents who through no fault of their own are unable temporarily to meet their financial commitments to the school. Such support when needed is of a temporary nature and requires the approval of the Trustees in each case.

However no such donations have been received in the last few years which reflects the prevailing current financial difficulties in the country. The balance of this reserve has been utilised in line with the purpose of this fund.

## **Educare Small School Limited**

### **Trustees' Report (Including Directors' Report) For the year ended 31 July 2021**

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#### Unrestricted Reserves

At July 31, 2021 unrestricted reserves amounted to £149,571 (2020 £140,803) It is the intention of the Trustees to operate the school so that it will generate a small surplus each year which, built up over time, should be sufficient to meet any significant maintenance expenditures. Cash Flow is continuously reviewed to ensure that there are always available funds to cover working capital needs. Currently the school does not need to have in place any overdraft facilities due to its sound day to day cash resources.

#### **Plans for Future Periods**

The continuing population growth in the Royal Borough of Kingston puts pressure on early years and primary education places and this appears to continue to be the case for the next few years.

#### **Structure, Governance and Management**

The charity is constituted as a charitable company limited by guarantee and is governed by a memorandum and articles of association.

#### School Organization

The day to day operations are managed by the Head teacher, Mrs. E Steintal. Given the size of the school the Trustees meet twice a year with additional meetings as circumstances dictate. At these meetings all aspects of the school's performance are discussed and in particular any decisions regarding support for parents in financial difficulties are made by the Trustees. Parents and Friends of the School do give freely of their time and this is most appreciated. Since September 2010 Mrs. E Steintal has been a volunteer rather than a salaried employee. Educare provides after school care and various extra-curricular activities for both children and adults which are open to the public, the pandemic and lockdown procedures have prevented much of these activities.

#### Risk Assessment

The Trustees have made an annual review of the principle risks facing the school and have concluded that all foreseeable risks are being handled appropriately either by obtaining insurance cover for them or by ensuring that controls are in place which will mitigate their impact.

#### **COVID 19**

The school fully opened again in September 2020 following government guidelines. Safety measures were still put in place in respect of cleaning and distancing and parents were not allowed on the school premises. The school remained open for the rest of the year and there were no cases of Covid 19. Most children attended school and the one child who did not was provided with activities that could be done at home. We continued to support parents struggling financially to meet fees and costs and made it clear that reduced fees would no longer apply in September 2021. We were not able to offer face to face tours of the school and this affected the number of prospective pupils for the new school year September 2021. This was a difficult year for teachers and pupils as many of our normal school activities were cancelled or restricted.

**Educare Small School Limited**

**Trustees' Report (Including Directors' Report)  
For the year ended 31 July 2021**

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Directors and Trustees

All the Directors of the company are also Trustees of the charity and are marked by an asterisk. Trustees retire by rotation and new appointments are made by ordinary resolutions at general meetings.

The directors and Trustees who served during the year are as stated below:

J Gravett\*[resigned Feb 2021]  
K Smith  
E Steintal\*[new chair from March 2021]  
S Tinton  
W Steintal  
M Delauney [Appointed June 2020]  
J Waller (Appointed Dec 2021)

Statement of Trustees responsibilities

The Trustees, who are also the directors of Educare Small School Limited for the purpose 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 the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the surplus or deficit of the company for that year. In preparing these the directors are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- **make judgements and estimates that are reasonable and prudent.**
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees/ directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In the preparation of this report the directors have taken advantage of the exemptions applicable to small companies as conferred by Part 15 of the Companies Act 2006.

The annual report was approved by the Trustees of the charity on 9 MARCH 2022 and signed on its behalf by:



Mrs. Elizabeth Steintal

Secretary

Date: 09 March 2022

**Educare Small School Limited**

**Independent Examiner's report to the directors**

**On the unaudited financial statements of Educare Small School Limited**

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I report on the financial statements of Educare Small School Limited for the year ended 31<sup>st</sup> July 2021 set out on pages 5 to 11.

**Respective responsibilities of the directors 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 charity's Trustees consider that an audit is not required for this year under Part 16 of The Companies Act 2006, section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

**Independent examiner's statement**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- (4) The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



**Philip Lane FCCA**

**1 Park Road  
Hampton Wick  
Kingston-upon-Thames  
Surrey  
KT1 4AS**

**Date 09/03/2022**

**Educare Small School Limited**

**Statement of Financial Activities (including Income & Expenditure Account)  
For the year ended 31 July 2021**

		2021	2021	2021	2020
	Notes	£	£	£	£
		Unrestricted Funds	Restricted Funds	Total Funds	Total
<b>Income:</b>					
Donations/ Fund Raising		4,112	-	4,112	2,539
Investment income		17	-	17	275
Sundry Income		-	-	-	1,268
Income from charitable activities					
Fee income		273,627	-	273,627	251,683
After school care		722	-	722	5,139
Provision of premises	1.8	30,000	-	30,000	30,000
<b>Total incoming resources</b>	<b>1.6</b>	<u>308,478</u>	<u>-</u>	<u>308,478</u>	<u>290,904</u>
<b>Expenditure:</b>					
Expenditure on Charitable Activities					
Teaching costs		229,294	-	229,294	206,702
After-school care		2,361	-	2,361	5,235
Premises	1.8	51,381	1,673	53,054	49,175
General operating expenses		6,991	-	6,991	6,094
Governance costs		9,683	-	9,683	7,468
Bad Debt Provision		-	-	-	-
<b>Total Expenditure</b>	<b>1.7</b>	<u>299,710</u>	<u>1,673</u>	<u>301,383</u>	<u>274,674</u>
<b>Net income/(expenditure) for the year</b>		8,768	(1,673)	7,095	16,230
<b>Reconciliation of funds</b>					
Total Funds brought forward at 1 August 2020		140,803	1,673	142,476	126,246
<b>Total Funds carried forward at at 31 July 2021</b>		<u>149,571</u>	<u>-</u>	<u>149,571</u>	<u>142,476</u>

The results for the year derive from the review of continuing activities and there are no gains or losses other than those shown above.

**Educare Small School Limited****Balance Sheet  
As at 31st July 2021**

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		2021		2020	
	Notes	£	£	£	£
<b>Fixed Assets</b>					
Plant & Equipment	6	5,082			
<b>Total Fixed Assets</b>			5,082		-
<b>Current Assets</b>					
Debtors	7	21,427		36,645	
Cash at bank and in hand		161,586		149,476	
		<u>183,013</u>		<u>186,121</u>	
<b>Creditors: amounts falling due within one year</b>	8	<u>(38,524)</u>		<u>(43,645)</u>	
<b>Net Current Assets/(Liabilities)</b>			<u>144,489</u>		<u>142,476</u>
<b>Total Assets Less Current Liabilities</b>			<u>149,571</u>		<u>142,476</u>
<b>Capital and Reserves</b>					
Restricted funds	9		-		1,673
Unrestricted fund			149,571		140,803
<b>Funds</b>			<u>149,571</u>		<u>142,476</u>

The directors' statements required by the Companies Act 2006 are shown on the following page which forms part of this Balance Sheet.

**Educare Small School Limited**

**Balance Sheet (continued)**  
**As at 31st July 2021**

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**Directors' statements required by the Companies Act 2006  
for the year ended 31st July 2021**

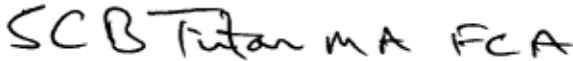
In approving these financial statements as directors of the company we hereby confirm:

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 July 2021. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The Trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

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



Mr. Steve Tinton

Director

Date March 2022

Company Registration Number 3183775

Charity Registration Number 1058897

## **Educare Small School Limited**

### **Notes to the Financial Statements For the year ended 31st July 2021**

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#### **1. Accounting Policies**

##### **Charity information**

Educare Small School Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 12 Cowleaze Road, Kingston Upon Thames, Surrey, KT2 6DZ.

##### **1.1. Accounting convention**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The charity is a Public Benefit Entity as defined by FRS 102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The Charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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 £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

##### **1.2. Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **1.3. Income**

Income represents the amount receivable for the provision of educational services during the year.

Income from donations is received by way of donations, fundraising and gifts and is included in full in the Statement of Financial Activities when receivable.

Investment income represents interest received from bank and building societies.

##### **1.4. Pensions**

Teachers employed by Educare Small School Limited may be members of the Teachers Pension Scheme, administered by the Teachers Pension Agency. All other staff are included within the workplace pension scheme. It provides teachers with defined benefits upon their retirement, and Educare Small School Limited contributes towards the costs by making contributions based on a percentage of members' pensionable salaries. In 2020/21 the charity paid £17,475 (2019/2020 £14,307). The scheme is unfunded being administered on a 'pay as you go' basis by the Exchequer.

Although the scheme is unfunded, the TPA uses a notional fund as a basis for calculating the employer's contribution rate paid by Educare Small School Limited. However, it is not possible for the TPA to identify the charity's share of the underlying liabilities in the scheme attributable to their employees.

## Educare Small School Limited

### Notes to the Financial Statements For the year ended 31st July 2021

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For the purpose of the Accounts, the scheme is therefore accounted for as a defined contribution scheme, and the liabilities are not included within Educare Small School Limited balances.

#### 1.5. Deferred taxation

In view of the charitable status, the company has no liability for taxation.

#### 1.6. Incoming resources

Fees paid are recognized in the financial statements in the year in which the related course will take place. Donations are recognized at the time of receipt. Donated facilities, that would normally have to be paid for, are recognized based on the value of their contribution to the charity (see note 1.7).

#### 1.7. Resources expended

Resources expended are recognized in the year in which they are incurred. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

#### 1.8. Donated facilities

As stated in the Trustees' Report, the charity is provided with rent-free occupation of the school premises. The Trustees' estimated value of this benefit, of £30,000 (2020 - £30,000), is based on the rental value as advised by commercial property consultants with regard to similar properties. This value is recognized in the financial statements within incoming resources, and an equivalent charge is included within premises costs.

#### 1.9. Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

### 2. Operating Profit

Operating profit is stated after charging:

	2021	2020
	£	£
Reporting accountants fees	1,570	1,524
	<u>1,570</u>	<u>1,524</u>

### 3. Employees \*

	2021	2020
	£	£
Employment costs	167,934	153,475
Social security	9,867	8,606
Other pension	17,475	14,307
	<u>195,276</u>	<u>176,388</u>

The average number of employees during the year is 8.

No employees are paid in excess of £60,000.

The Head Teacher received no salary or financial benefits from the school.

**Educare Small School Limited****Notes to the Financial Statements  
For the year ended 31st July 2021****4. Trustees' emoluments**

No Trustees received remuneration or reimbursement for expenses.

**5. Pension costs**

Contributions are made to an approved pension provider (Teachers Pensions) under a defined contribution scheme, and Nest to cover the scheme under Workplace Pensions.

<b>6. Fixed Assets</b>	<b>Plant</b>	<b>Total Asset</b>	<b>2021</b>	<b>2020</b>
			<b>£</b>	<b>£</b>
Opening Balance 01/08/2020	-	-	-	-
Additions in the period	6,786	6,786	6,786	-
Depreciation Charged	(1,704)	(1,704)	(1,704)	-
Net asset Value 31/07/2021	<u>5,082</u>	<u>5,082</u>	<u>5,082</u>	-

Asset purchased in the period relates to plant and equipment only.

**7. Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	14,959	35,962
Bad Debt Provision	-	(5,000)
Prepayments and accrued income	6,468	5,683
	<u>21,427</u>	<u>36,645</u>

**8. Creditors: amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade Creditors	7,564	5,259
Payments received on account	-	3,007
Fee and registration deposits	22,476	19,726
PAYE, other taxes and social security	5,243	4,567
General fund raising and nursery grants	-	-
Accruals and deferred income	3,241	11,086
	<u>38,524</u>	<u>43,645</u>

**Educare Small School Limited**

**Notes to the Financial Statements  
For the year ended 31st July 2021**

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<b>9. Funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
At 1st August 2020	140,803	1,673	142,476
Income	308,478	-	308,478
Expenditure	(299,710)	(1673)	(301,383)
At 31st July 2021	<u>149,571</u>	<u>-</u>	<u>149,571</u>

Unrestricted funds are the balance of funds available for the general use of the charity. Funds of £1,673 have been applied during the period that falls in line with the use of the restricted funds applying to all parents with children attending the school, without the need to seek additional contributions from the same parents who have benefited from this action.

Sufficient funds are held, in an appropriate form, to enable each fund to be applied in accordance with any restrictions.

**10. Analysis of net assets between funds**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed Assets	5,082	-	5,082
Debtors	21,427	-	21,427
Cash at bank and in hand	161,586	-	161,586
Current liabilities	(38,524)	-	(38,524)
	<u>149,571</u>	<u>-</u>	<u>149,571</u>

**11. Limited liability**

The company is limited by guarantee and does not have a share capital. Each member undertakes to contribute up to £1 in the event of the company being wound up towards payment of debts incurred while he is a member.

The requirements of the Charities Acts do not allow the distribution of a surplus on winding up to the members. Any such surplus must with the authority of the Charity Commissioners be paid either to another approved registered charity or to the Charity Commission.