

REGISTERED CHARITY NUMBER: 0313660

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**  
**FOR**  
**SCHOOL LIBRARY ASSOCIATION**

Langdowns DFK Limited  
Chartered Accountants  
Fleming Court  
Leigh Road  
Eastleigh  
Southampton  
Hampshire  
SO50 9PD

**SCHOOL LIBRARY ASSOCIATION**

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**FOR THE YEAR ENDED 31 MARCH 2024**

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**SCHOOL LIBRARY ASSOCIATION**

**CHAIR'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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The Chair of the SLA had to step away from the charity during the year for personal reasons. I was delighted to step and fulfil the role of Interim Chair until a new permanent Chair can be appointed.

This is an exciting time as the Association looks to grow through delivery of its 5 year strategy – designed in 2021 and confirmed in 2024. Our new CRM system has been purchased and has had favourable member feedback. As it is implemented the SLA will see benefits from the system that should help the member experience and diversify income streams.

The 5 year strategy remains an ambitious plan, but achievable. The Association wants to grow membership, diversify income, and influence the political landscape relating to literacy of young people, and libraries and books in schools. It will also be important to look at the benefits and service we provide to our members, and how we can enhance our offering. With a forthcoming election influencing the political landscape and growing partnerships are more important than ever.

I am grateful for the enthusiasm and commitment of every one of our trustees. Trustees are fully aware of their responsibilities and well informed about the challenges the SLA faces in the year ahead. Our CEO works with us all in a collaborative way, and in partnership. Smaller working parties are formed as need arises, ensuring not just full engagement of trustees but drawing on the skills of individual trustees where appropriate. This report shows the hard work that goes on to keep our Association strong and relevant, and it is particularly pleasing to see the membership growth in the last year. On behalf of the Board, I would like to thank Alison Tarrant, our CEO, and her excellent team of dedicated staff for their commitment and hard work.

Amanda Whiteford

Vice Chair

(Interim Chair September 2023 to March 2024)

## **SCHOOL LIBRARY ASSOCIATION**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 MARCH 2024**

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The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of 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 objects set out in the Constitution for School Library Association are;

To promote and advance for educational and recreational ends the use of libraries in schools and educational establishments for those aged 18 and under for the purposes of the advancement of education in particular but not exclusively by:

- Providing information and advice to anyone who needs it, in relation to the running of a school library
- Providing information and advice to anyone who needs it in relation to the activities and learning that take place within a library
- Raising awareness of the benefits that a school library can have, including but not limited to literacy, well-being and academic attainment
- Providing training, publications and libraries for the purpose of promoting these objects

School Library Association carries out these objects for the public benefit by:

- Providing a telephone helpline to any enquirer in relation to school libraries and their staffing.
- Providing a publications programme, training opportunities and a website - all of practical help to school librarians.
- Advocating the use of, and good practice in, school libraries in public arenas and by working in partnership with other organisations to raise the profile of school libraries.
- Activities which promote libraries and literacy to all.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities should be undertaken. All our charitable activities are undertaken to further our charitable purposes for the public benefit.

## **SCHOOL LIBRARY ASSOCIATION**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 MARCH 2024**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Key highlights**

- 1) Thirteen schools celebrated for their school library spaces, staff and high impact projects.
- 2) Information Book Award Book Club had positive impacts on self-esteem, reading habits and enabled pupils to consider books in more depth across over 100 schools.
- 3) Over 170 people signed up to learn more about new developments in school libraries, and we collaborated to produce new research.

##### **Strategy**

Our strategy was reaching its midpoint, so it felt appropriate to take some time in February 2024 to review the strategy and discuss whether it was still delivering what was needed. Those conversations have been ongoing.

We have pushed our strategy forward across all streams, including:

a Engage in active advocacy and PR campaigns

The CEO of the Association attended the City of London Fusion Skills day. She also did a podcast for the Association of School and College Leaders in November 2023, then a webinar in December and a keynote at their Literacy Conference in January 2024. Thereby reaching a vital audience for school library staff, and the development of school libraries. The Association was mentioned by Justin Tomlinson MP in the House of Commons: "I commend the School Library Association, which does its best to champion the cause, share best practice and deliver opportunities to make the money go that little bit further. It is telling that those schools with the best libraries have the best engagement - it may seem obvious, but it is not a given. It should be." You can read the full debate here:

<https://www.theyworkforyou.com/whall/?id=2023-06-06b.277.0#g288.0>

We have continued our leadership of the Great School Libraries campaign and recruited a volunteer communications officer to support the communications around our aims. We launched the report of the 2023 research - Equal Futures? An imbalance of opportunities - alongside our colleagues at CILIP and CILIP SLG. That led to us working with Margaret Greenwood MP to host a pop-in session for MPs who wanted to know more about the benefits of, and lack of data about, school libraries. We were delighted that Michael Rosen joined us for that session and added his expertise to the session.

We have also sent newsletters to our supporters and have spoken about the campaign on several occasions and podcasts, including on the [Nikki Gamble podcast](#).

We have also continued our Awards to celebrate the brilliant impact these highly effective schools and their library staff are having. (incl all sponsors and Foyle Foundation) The Primary School Librarian of the Year had three people shortlisted for it: Natasha Delaney from Westwood Primary School, Cambridgeshire; Sally Hamerton from Two Mile Hill Primary School, Bristol; Sarah Cross from Whitwick St John the Baptist CE Primary School, Leicestershire. The Award was sponsored by Authors Abroad.

The Secondary School Librarian of the Year Award also had three people on the Honour List: Bridget Hamlet from Rushey Mead Academy, Leicester; Jacqui Hale from St Hilda's CE High School, Liverpool; Saffron Williams from Haberdashers' Monmouth Schools, Monmouth. The Award was sponsored by OverDrive.

These people prove that reading is a foundation to learning, but the work being showcased here also highlights the positive impact on wellbeing and work across the whole curriculum, including developing independent learning skills.

The Enterprise of the Year Award had four reach the shortlist: Blanchelande College, Colham Manor Primary School, Oswestry School, Stratford Girls' Grammar School.

## **SCHOOL LIBRARY ASSOCIATION**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 MARCH 2024**

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For Blanchelande College the aim of their project was to establish a school library that is integral to the educational process through the implementation of a whole-school inquiry-based learning curriculum. While the others were refurbishments - though they varied significantly as well. Colham Manor (a state funded primary school in West London for over 600 children) a team of dedicated staff members transformed a neglected storage area into an inviting and engaging library on a very limited budget. The new library space, along with staff equipped with tools and knowledge to make the most of it, has transformed the whole school's approach to reading. Oswestry School (an independent, co-educational day and boarding school in Shropshire for just under 500 pupils between the ages of 4 and 18) meanwhile, put together a team to transform a redundant space into an exciting, contemporary library, themed around bringing the outdoors in, echoing the rural setting of the school. Stratford Girls' Grammar School (a selective state-funded secondary school for around 800 girls aged 11 to 18 in Warwickshire) also wanted to uplift the school library. Once dated and cluttered, it has been refurbished to provide a welcoming and inclusive space to adapt to the changing needs of the students. With more room for study and a wide, diverse range of resources, it supports teaching and learning throughout, and encourages a lifelong love of reading. The library now sits at the heart of wellbeing within the school: open, bright and connected to nature.

The Community Award had a shortlist of three: Mycenae House Reach Out Community Librarian Scheme with The John Roan School Mycenae House is a community centre in Blackheath, London. Its Reach Out programme helps the community to develop skills, find support and the capacity to enjoy life to the full. The second finalist, and eventual winner was the Swindon Youth Festival of Literature 16th year, the week-long literary festival held every November which celebrates reading, writing and creativity to thousands of students. The free to attend events have enabled thousands of students to be inspired by wonderful and diverse authors and performers. The third finalist -Whatever it Takes - is a partnership with Creative Learning Services, Leicester City Libraries and other organisations, is a programme offering a range of projects and events in primary and secondary schools including training for school staff, author visits, book awards and a Readathon.

We also ran the Information Book Award again, with continued support from Hachette and Peters. Thanks to funding from the Foyle Foundation, we were also able to run the IBA Book Club - which provides book packs to schools. The IBA Book Club alone reached just shy of 30,000 pupils. 100% of the schools which provided feedback would have been unable to take part without a book club and 100% would take part again. Their feedback was fantastic:

"They really loved the books! They thought they were really interesting, and it was exciting to be able to spotlight some high-quality information books. There's a tendency to focus on fiction and this event was helpful to truly think deeply about nonfiction."

"They loved them and loved the opportunity of having their views heard and respected."

"They have helped our students to learn how to navigate non-fiction books, as well as opening their minds to the idea that information books can be 'reading for pleasure' books as well. Students found out lots of interesting information and had the opportunity to engage with books they might not normally see or choose. Using the books for a challenge also led to lots of discussion, as did the voting process - this meant the books had an impact on teamwork and discussion skills, as well as helping students learn how they judge and choose books they might enjoy. The opportunity to vote in the award was very important, making the students feel part of something bigger - they loved that other students across the country were looking at the same books and voting too."

"Being invited to join a judging panel has a huge positive impact on self-esteem. I find it encourages children to assess and consider books in greater depth and makes them think less superficially about books. They take time to think about the information provided: does the book answer what they want to know? Is information easy to find? Is the information trustworthy? They take the book less at face value."

#### **b Create new research**

We continued our work with our Patron, Professor Julian McDougall, conducting research into how the school library can support digital resilience in teenagers. This paper is available here: <https://eprints.bournemouth.ac.uk/39618/>

In October 2023 we ran a New Developments Day which attracted over 170 registrations. The day focused on new research into, and impacting, school libraries and was offered free to everyone - members or not. Feedback was hugely positive, and we will run this again in future.

#### **c Build strong partnerships**

We continued our close working relationship with CILIP, and worked with their school libraries interest group, SLG, to develop and lead censorship training for our joint memberships.

## **SCHOOL LIBRARY ASSOCIATION**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 MARCH 2024**

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We have had positive relationships with a range of sector bodies, including the Cheltenham Literature Festival, the National Literacy Trust, and BookTrust. Our CEO joined the World Book Day Strategic Advisory board; and she continues to sit on the Designing Libraries CIC Advisory Board. She was also invited to present to The Reading Agency board of trustees about the work of the SLA in early February which was successful and led to positive discussions and plans for the future.

#### **Membership**

Overall, membership of the Association has grown. This is partly due to the introduction of a free membership option which increases our support for those unable to pay the membership fee and who don't qualify for a concession rate.

Paid membership has remained steady over the year, with our knowledgeable staff and the recent changes have been noticed by members who are giving us another chance:

- "It's run by people who really understand what it's like to be a school librarian, so they run an organisation that caters for its members."
- "I used to be a member years ago but didn't see a positive return on my investment. I joined again last year and have been amazed at the free webinars, and range of resources available"
- "I used to be SLA member but didn't really see it as worthwhile. I joined again last year and have been amazed at the availability of webinars and resources that I have been able to access."
- "It is THE resource/organisation for school librarians" (their emphasis)

Member retention rate is on average for Associations at 86%, as is our recruitment rate for this period, at 12%. We look forward to next year when the fully embedded system will allow us a much easier analysis of our members, their make-up and other data points.

Where members leave (and fill in an exit survey) 50% said limited budget was a factor in not renewing. The comments show higher expectations of more free events indicating that accessing funding outside of schools is key to enabling engagement with our offer. One comment particularly stood out as being indicative of the feeling in the sector was: "I'm so angry at having to do this but as we all know school librarians seem to be the first cut."

#### **Impact**

We may be a small team and charity, but we are having a positive and long-lasting impact on our members, making them feel less alone and empowering them to support more pupils with their reading journeys and develop the library in new and impactful ways themselves.

We have provided detailed advice to over 270 people over the course of the year. The majority has been providing reading recommendations and other topics include policies, starting up a new library, training, dealing with book restrictions and suppliers.

Supporting members:

- "Your information and links are very useful. I may well be in touch. Right now, I can see what I can do immediately to meet the needs of our mock inspection next week. I was so grateful for the introduction to the SLA website this morning. You provide a fantastic resource, and I can see I will be making good use of it."
- After approximately six months of membership, I would say that membership of the SLA is essential for any school library. The range of resources and advice on offer is impressive.
- The scheme has been an invaluable support. I'm new to the role of school librarian and the guidance / reassurance has been amazing. After a couple of initial phone conversations, I now email if I have a problem or a question. I feel able to ask questions knowing that the SLA will be supportive and reply in lots of detail. Nothing is ever too much trouble and I'm really grateful for the help.

Training

- "You've been providing some absolutely amazing CPD opportunities recently - it is very much appreciated!"
- "I am really enjoying reading through and accessing the fabulous resources available."
- "Being the only school librarian in my school it was really helpful and refreshing to speak to others who do the same job and share ideas. I always feel the odd one out in school."

Sharing information via our newsletters:

- "I love the offers in the newsletters, and also I love a useful prompt for upcoming themed weeks, days, etc (Mental Health Awareness Week) well in advance of that week."
- "I like that you have created specialist newsletters, and the content is excellent in all of them."

## **SCHOOL LIBRARY ASSOCIATION**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 MARCH 2024**

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- "The emails I have received so far have been very useful and informative."
- "They are informative and concise."
- "They are always interesting and a way of keeping up to date or reminding me of things!"

Advice line:

- "Thank you so much. Thanks for the swift response. Our first meeting was today, and it was a great success."
- "This is hugely helpful; thank you so much for giving me a great starting place for this project!"
- "I honestly don't know what to say!!! Thank you SO much for sharing this with me and I can tell at a glance it's perfect. I can't tell you how much I appreciate your speed in responding and the quality of the help you've given me."
- "Just to say thank you so much for our call earlier and I hope I didn't sound too overwhelmed!"
- "Thank you very much for your help with the books, I do appreciate it!"
- "FABULOUS thank you" (sic)
- "Wow - that's a massive relief! Really helpful, thank you"

#### **Key Areas for development**

- Over the next few years, we will continue to build on our strategy and start to consult for our strategy for 2027 onwards.
- We will prioritise building a clearer picture of our members to better understand them and identify any gaps and biases in our membership base.
- We will work to ensure smooth succession of the trustee board, including the officer roles.

## **FINANCIAL REVIEW**

### **Financial position**

The financial picture over the year has been mixed, but the year ended positively.

It was particularly pleasing to see membership growth, the TSL generating a positive income stream, and being able to secure grant funding from The Foyle Foundation - although the grant monies will be received in the next financial year.

Highlights have included the publication and sales of two new SLA Guidelines: one is a Primary School Libraries publication, and one is about the IFLA guidelines and sales of both were better than anticipated. Our training offer has continued to attract new registrations and produce vital income for the Association. Two particularly popular courses were New To School Libraries and Teenagers' Reading: Enjoyment And Engagement.

The Association took the difficult decision to run a virtual conference in 2023 due to the workload pressures the build and development of the new system and website, and due to the uncertain landscape. Fortunately, the virtual weekend course was well supported, and gained sufficient income to make it worthwhile.

Plans for the 2024 Weekend Course are well underway, and it appears that the course will be the best attended and biggest for many years.

- a Reserves strategy - after the purchase of the new CRM system, which is vital for the charity, cash reserves would inevitably drop. Our reserves policy was updated in November 2023 to allow for a range of reserves. The range is for between 2-6 months of operational income. Whilst the charity ended the financial year with reserves higher than expected, it is felt prudent to leave the November '23 Reserves Policy in place whilst we look to improve reserves in the coming months and years.
- b Reappointed Langdowns as accountants and Independent Examiner for the charity.
- c Future challenges - the SLA needs to increase its reserves after the CRM purchase. With membership income accounting for over 50% of total income - membership retention and membership growth are critical. Costs are always well managed, and a robust budget is in place for the financial year ending 31 March 2025.

**SCHOOL LIBRARY ASSOCIATION**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**FINANCIAL REVIEW**

**Reserves policy**

**Reserves Policy Purpose:**

The purpose of this reserves policy is to ensure the charity has a level of working capital that protects its continuity, enables it to remain solvent, and continue to deliver its core purpose. It should also allow for a contingency in case of unplanned events happening within the charity that are not covered by its insurance policies.

Reserves are classified as funds that are unrestricted – so not restricted or allocated for any specific purpose or project.

The SLA has invested in a new CRM system as part of a new strategy, to aid income diversity and growth. This has reduced the amount of unrestricted cash that the charity is able to hold in the short term. It also means an updated reserves policy is appropriate for this financial year, and the financial year starting on 1 April 2024.

Income is not regular each month. To provide more flexibility the reserves approach has changed. Rather than specify a particular amount of unrestricted cash to be held, the SLA reserve policy will now include a range of reserves to be held. This is more appropriate given differing income streams each month.

As the amount of unrestricted cash held has reduced the reserve levels held will be reviewed quarterly by the Board – with the intention that the policy continues to be updated annually.

**Unrestricted reserves to be held:**

A range of unrestricted reserves held feels more appropriate. The SLA will hold unrestricted reserves of a minimum of 2 months budgeted expenditure, and within a range of 2-6 months of budgeted expenditure.

This level of reserves would be sufficient in an emergency situation to allow for a structured, planned and controlled wind-down of the charity.

**Restricted Reserves:**

The SLA will also at times hold funds that are restricted. These funds are not included within the reported and reviewed unrestricted reserves.

Currently the restricted funds are held for Great School Libraries and Awards.

## **SCHOOL LIBRARY ASSOCIATION**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 MARCH 2024**

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, Constitution for School Library Association, and constitutes a Charitable Incorporated Organisation (CIO).

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The charity was a limited company, limited by guarantee until 16 December 2022. The charity was controlled by its governing document, Articles of Association of School Library Association up until that date. The charity converted to a CIO on 16 December 2022.

##### **Governance**

Unfortunately, our Chair had to take some time away from the charity due to a close family bereavement, and this led to her taking the decision to step down as Chair and trustee as it was best for the charity. We are grateful to her for the time and energy she gave to the SLA, and trustee, Vice Chair and then as Chair. We are also grateful to Amanda Whiteford for stepping up as Vice Chair to become Acting Chair while we recruit a Chair.

It was unfortunate that one of our newly appointed (in September 2023) trustees also found herself unable to continue due to health reasons, and again took the courageous decision to step down.

The combination of these two unforeseen circumstances meant we have an Interim Chair. Reflecting on the skills of the current Board members, we have started to recruit a permanent Chair, a Membership Development Trustee and an Educational Trustee.

The board of trustees also took two important decisions over the course of the year related to the governance of the Association. The first was to remove our registration in Scotland. This in no way indicates a lack of intent when it comes to Scotland and our Activities there, but we are able to continue and grow our activities without being registered, and as our financial fluctuations mean we may hit the threshold for an audit in Scotland the board felt it would achieve better use of resources for beneficiaries if it was not registered in Scotland.

The second was to increase the number of board meetings from four to six. This decision was taken to enable the board to better assess the risk in relation to the vital implementation of the new system and the fluctuating finances over the year.

**SCHOOL LIBRARY ASSOCIATION**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**  
0313660

**Principal address**

1 Pine Court  
Kembrey Park  
Swindon  
Wiltshire  
SN2 8AD

**Trustees**

S C Bastone (resigned 13.9.23)  
J Bradford  
A M Deaville  
K Kaur  
A A Kennedy (resigned 12.1.24)  
A Whiteford  
V S Dilly  
E M Firth (resigned 9.6.23)  
R Horsman  
H L Cleaves  
H L Richardson  
P Register  
J Crittenden (appointed 13.9.23) (resigned 26.2.24)

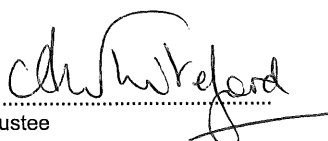
**Independent Examiner**

Graham Taylor  
Langdowns DFK Limited  
Chartered Accountants  
Fleming Court  
Leigh Road  
Eastleigh  
Southampton  
Hampshire  
SO50 9PD

**Chief Executive**

A J C Tarrant

Approved by order of the board of trustees on ..... 18/7/24 ..... and signed on its behalf by:

.....  
  
A Whiteford - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SCHOOL LIBRARY ASSOCIATION**

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I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024.

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

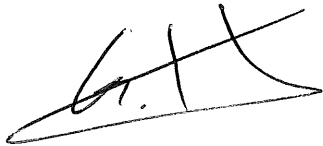
**Independent examiner's statement**

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

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Graham Taylor  
The Institute of Chartered Accountants in England and Wales

Langdowns DFK Limited  
Chartered Accountants  
Fleming Court  
Leigh Road  
Eastleigh  
Southampton  
Hampshire  
SO50 9PD

Date: 9<sup>th</sup> August 2024

**SCHOOL LIBRARY ASSOCIATION**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	7,257	22,300	29,557	35,938
<b>Charitable activities</b>	5				
Promotion of libraries in education		324,874	-	324,874	371,780
Other trading activities	3	1,374	-	1,374	4,887
Investment income	4	624	-	624	119
<b>Total</b>		<b>334,129</b>	<b>22,300</b>	<b>356,429</b>	<b>412,724</b>
<b>EXPENDITURE ON</b>					
Raising funds		500	-	500	4,499
<b>Charitable activities</b>	6				
Promotion of libraries in education		341,244	20,780	362,024	418,515
<b>Total</b>		<b>341,744</b>	<b>20,780</b>	<b>362,524</b>	<b>423,014</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(7,615)</b>	<b>1,520</b>	<b>(6,095)</b>	<b>(10,290)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		195,045	27,906	222,951	233,241
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>187,430</b>	<b>29,426</b>	<b>216,856</b>	<b>222,951</b>

The notes form part of these financial statements

**SCHOOL LIBRARY ASSOCIATION**

**BALANCE SHEET**  
**31 MARCH 2024**

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>FIXED ASSETS</b>					
Intangible assets	12	52,358	-	52,358	30,935
Tangible assets	13	<u>177,296</u>	-	<u>177,296</u>	<u>182,424</u>
		229,654	-	229,654	213,359
<b>CURRENT ASSETS</b>					
Stocks	14	4,437	-	4,437	3,490
Debtors	15	97,190	-	97,190	39,167
Cash at bank and in hand		<u>91,629</u>	<u>29,426</u>	<u>121,055</u>	<u>146,429</u>
		193,256	29,426	222,682	189,086
<b>CREDITORS</b>					
Amounts falling due within one year	16	<u>(204,665)</u>	-	<u>(204,665)</u>	<u>(145,862)</u>
<b>NET CURRENT ASSETS</b>					
		<u>(11,409)</u>	<u>29,426</u>	<u>18,017</u>	<u>43,224</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		218,245	29,426	247,671	256,583
<b>CREDITORS</b>					
Amounts falling due after more than one year	17	<u>(30,815)</u>	-	<u>(30,815)</u>	<u>(33,632)</u>
<b>NET ASSETS</b>					
		<u>187,430</u>	<u>29,426</u>	<u>216,856</u>	<u>222,951</u>
<b>FUNDS</b>					
Unrestricted funds	20			187,430	195,045
Restricted funds				<u>29,426</u>	<u>27,906</u>
<b>TOTAL FUNDS</b>					
				<u>216,856</u>	<u>222,951</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 18/7/24 and were signed on its behalf by:

  
A Whiteford - Trustee

The notes form part of these financial statements

## **SCHOOL LIBRARY ASSOCIATION**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 MARCH 2024**

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#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The charity was a limited company, limited by guarantee until 16 December 2022. The charity converted to a Charitable Incorporated Organisation on 16 December 2022. The prior year figures up to the point of conversion relate to a period when the charity was a company.

##### **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Trading income is recognised when the goods or service is provided.

Income from membership subscriptions is recognised in the period to which it relates. Membership subscription income received in connection with a future period is included as deferred income in the Balance Sheet.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Intangible fixed assets other than goodwill**

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses. Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date if the fair value can be measured reliably.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computer Software - 25% straight line basis

Computer Software includes the costs of website and database development.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property - 2% straight line  
Fixtures and fittings - 15% - 25% on reducing balance

Tangible fixed assets of a value of greater than £50 are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

**SCHOOL LIBRARY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**1. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

**Impairment of fixed assets**

At each reporting end date, the association reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**Stocks**

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured at the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

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

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

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

**Foreign currencies**

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

**Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Loans and borrowings**

Loans and borrowings are initially recognised at the transaction price including transaction costs. Subsequently, they are measured at amortised cost using the effective interest rate method, less impairment. If an arrangement constitutes a finance transaction it is measured at present value.

**2. DONATIONS AND LEGACIES**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Donations	<b>6,357</b>	1,205
Award donations and grants	<b><u>23,200</u></b>	<u>34,733</u>
	<b><u>29,557</u></b>	<u>35,938</u>

**SCHOOL LIBRARY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2024**

<b>3. OTHER TRADING ACTIVITIES</b>		<b>2024</b>	<b>2023</b>
		£	£
Fundraising income		<u>1,374</u>	<u>4,887</u>
<b>4. INVESTMENT INCOME</b>		<b>2024</b>	<b>2023</b>
		£	£
Interest receivable		<u>624</u>	<u>119</u>
<b>5. INCOME FROM CHARITABLE ACTIVITIES</b>		<b>2024</b>	<b>2023</b>
		Promotion of libraries in education	Total activities
		£	£
Publication sales		6,477	4,553
Membership and subscribers		225,595	198,850
School librarian sales		39,771	30,762
Training courses		15,209	23,967
Job advertisement income		4,875	8,076
Other income		17,854	18,253
Research income		720	2,850
Website income		1,941	1,704
Income - partnerships		1,013	506
Member events income		2,875	4,800
Weekend		<u>8,544</u>	<u>77,459</u>
		<u>324,874</u>	<u>371,780</u>
<b>6. CHARITABLE ACTIVITIES COSTS</b>			
		Direct Costs (see note 7)	Support costs (see note 8)
		£	£
Promotion of libraries in education		<u>78,923</u>	<u>283,101</u>
			Totals
			£
			<u>362,024</u>
<b>7. DIRECT COSTS OF CHARITABLE ACTIVITIES</b>		<b>2024</b>	<b>2023</b>
		£	£
Course expenses and publications		55,130	100,915
Advertising & Marketing		3,013	6,508
Award expenditure		<u>20,780</u>	<u>24,764</u>
		<u>78,923</u>	<u>132,187</u>

**SCHOOL LIBRARY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**8. SUPPORT COSTS**

	Other £	Governance costs £	Totals £
Promotion of libraries in education	<u>261,165</u>	<u>21,936</u>	<u>283,101</u>
Accountancy fees includes:		<b>2024</b>	2023
		£	£
Independent examiner - fee for accounts and independent examination		4,460	4,250
Independent examiner - fee for other services		<u>9,076</u>	<u>6,094</u>
		<u>13,536</u>	<u>10,344</u>

Support costs, included in the above, are as follows:

	<b>2024</b>	2023
	Promotion of libraries in education £	Total activities £
Wages	195,187	203,001
Establishment expenses	8,839	5,577
Postage, stationery and office supplies	4,121	4,156
IT & Software Costs	18,027	9,143
Bank charges	1,523	1,309
General Administration	17,387	22,612
Foreign Currency Variances	80	(26)
Staff training	1,407	2,727
Amortisation of intangible fixed assets	6,695	3,870
Depreciation of tangible fixed assets	5,128	5,613
Interest payable	2,771	1,883
Accountancy fees	13,536	10,344
Legal and professional fees	-	2,297
Board travel and meeting costs	1,464	5,659
Consultancy fees	<u>6,936</u>	<u>8,163</u>
	<u>283,101</u>	<u>286,328</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

None of the trustees were employed by the Association or received any remuneration from the Association under a contract of employment during the year or the previous year.

**Trustees' expenses**

Expenses for awards, travel, subsistence and accommodation totalling £633 (2023: £2,386) were reimbursed to three trustees.

**SCHOOL LIBRARY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2024**

**10. STAFF COSTS**

	<b>2024</b>	2023
	<b>£</b>	£
Wages and salaries	<b><u>195,187</u></b>	<u>203,001</u>
	<b><u>195,187</u></b>	<u>203,001</u>

Wages and salaries above includes cost of wages, employers national insurance and pension. Pension costs in the period totalled £10,502 (2023: £10,654).

The average monthly number of employees during the year was as follows:

	<b>2024</b>	2023
Charitable activities	<b><u>6</u></b>	<u>7</u>

No employees received emoluments in excess of £60,000.

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	1,204	34,734	35,938
<b>Charitable activities</b>			
Promotion of libraries in education	371,780	-	371,780
Other trading activities	4,887	-	4,887
Investment income	<u>119</u>	<u>-</u>	<u>119</u>
<b>Total</b>	<b><u>377,990</u></b>	<b><u>34,734</u></b>	<b><u>412,724</u></b>
<b>EXPENDITURE ON</b>			
Raising funds	4,499	-	4,499
<b>Charitable activities</b>			
Promotion of libraries in education	<u>393,751</u>	<u>24,764</u>	<u>418,515</u>
<b>Total</b>	<b><u>398,250</u></b>	<b><u>24,764</u></b>	<b><u>423,014</u></b>
<b>NET INCOME/(EXPENDITURE)</b>	(20,260)	9,970	(10,290)
<b>Transfers between funds</b>	<u>750</u>	<u>(750)</u>	<u>-</u>
<b>Net movement in funds</b>	(19,510)	9,220	(10,290)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>214,555</u>	<u>18,686</u>	<u>233,241</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>195,045</u></b>	<b><u>27,906</u></b>	<b><u>222,951</u></b>

**SCHOOL LIBRARY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**12. INTANGIBLE FIXED ASSETS**

	Computer software £
<b>COST</b>	
At 1 April 2023	47,437
Additions	<u>28,118</u>
At 31 March 2024	<u>75,555</u>
<b>AMORTISATION</b>	
At 1 April 2023	16,502
Charge for year	<u>6,695</u>
At 31 March 2024	<u>23,197</u>
<b>NET BOOK VALUE</b>	
At 31 March 2024	<u>52,358</u>
At 31 March 2023	<u>30,935</u>

**13. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2023 and 31 March 2024	<u>190,401</u>	<u>26,496</u>	<u>216,897</u>
<b>DEPRECIATION</b>			
At 1 April 2023	14,432	20,041	34,473
Charge for year	<u>3,608</u>	<u>1,520</u>	<u>5,128</u>
At 31 March 2024	<u>18,040</u>	<u>21,561</u>	<u>39,601</u>
<b>NET BOOK VALUE</b>			
At 31 March 2024	<u>172,361</u>	<u>4,935</u>	<u>177,296</u>
At 31 March 2023	<u>175,969</u>	<u>6,455</u>	<u>182,424</u>

**14. STOCKS**

	2024 £	2023 £
Finished goods	<u>4,437</u>	<u>3,490</u>

**15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Trade debtors	79,432	28,440
Other debtors	63	63
Prepayments and accrued income	<u>17,695</u>	<u>10,664</u>
	<u>97,190</u>	<u>39,167</u>

**SCHOOL LIBRARY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2024**

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**16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024	2023
	£	£
Bank loans and overdrafts (see note 18)	3,038	3,238
Trade creditors	17,187	429
Taxation and social security	17,206	7,557
Other creditors	<u>167,234</u>	<u>134,638</u>
	<u>204,665</u>	<u>145,862</u>

Deferred income relates to membership and school librarian subscriptions released in line with the period of membership and income received in advance for a course in the following financial period.

Deferred income brought forward was £128,129 (2023: £168,783) and this was all released to the profit and loss account in the year. Deferred income carried forward is £160,045 (2023: £128,129).

**17. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	2024	2023
	£	£
Bank loans (see note 18)	<u>30,815</u>	<u>33,632</u>

**18. LOANS**

An analysis of the maturity of loans is given below:

	2024	2023
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>3,038</u>	<u>3,238</u>
Amounts falling between one and two years:		
Bank loans - 1-2 years	<u>3,038</u>	<u>3,238</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	<u>9,114</u>	<u>9,715</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans - more than 5 years	18,663	20,679

**19. SECURED DEBTS**

The following secured debts are included within creditors:

	2024	2023
	£	£
Bank loans	<u>33,853</u>	<u>36,870</u>

The bank loan is secured by a Mortgage Deed over the freehold property owned by the Association.

**SCHOOL LIBRARY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**20. MOVEMENT IN FUNDS**

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
<b>Unrestricted funds</b>			
General fund	189,045	(7,615)	181,430
Future Building Works	<u>6,000</u>	<u>-</u>	<u>6,000</u>
	195,045	(7,615)	187,430
<b>Restricted funds</b>			
Awards	<u>27,906</u>	<u>1,520</u>	<u>29,426</u>
<b>TOTAL FUNDS</b>	<u>222,951</u>	<u>(6,095)</u>	<u>216,856</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	334,129	(341,744)	(7,615)
<b>Restricted funds</b>			
Awards	<u>22,300</u>	<u>(20,780)</u>	<u>1,520</u>
<b>TOTAL FUNDS</b>	<u>356,429</u>	<u>(362,524)</u>	<u>(6,095)</u>

**Comparatives for movement in funds**

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General fund	208,555	(20,260)	750	189,045
Future Building Works	<u>6,000</u>	<u>-</u>	<u>-</u>	<u>6,000</u>
	214,555	(20,260)	750	195,045
<b>Restricted funds</b>				
Awards	<u>18,686</u>	<u>9,970</u>	<u>(750)</u>	<u>27,906</u>
<b>TOTAL FUNDS</b>	<u>233,241</u>	<u>(10,290)</u>	<u>-</u>	<u>222,951</u>

**SCHOOL LIBRARY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**20. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	377,990	(398,250)	(20,260)
<b>Restricted funds</b>			
Awards	34,734	(24,764)	9,970
<b>TOTAL FUNDS</b>	<u>412,724</u>	<u>(423,014)</u>	<u>(10,290)</u>

Restricted funds includes £29,426 (2023: £27,906) of monies received by the Association, with restrictions that the monies must be used in connection with Awards and Campaigns. This includes monies held on behalf of the Great School Library campaign. This campaign is run jointly by CILIP, CILIP SLG and SLA, and SLA holds the operational funds.

Following the move to premises owned by the Association a decision was made to create a designated reserve for future refurbishment costs of the premises. The reserve remained unchanged in the year at £6,000.

**21. RELATED PARTY DISCLOSURES**

During the year the Association paid trustees £367 (2023: £270) in connection with the provision of training and publication services.

The constitution of the charity states, "a charity trustee or connected person may enter into a contract for the supply of services, or of goods that are supplied in connection with the provision of services, to the CIO where that is permitted in accordance with, and subject to the conditions in, Section 185 and 188 of Charities Act 2011."

