

REGISTERED COMPANY NUMBER 02625721 (England and Wales)
REGISTERED CHARITY NUMBER : 1003916

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2012
FOR
ST. JOSEPH'S SCHOOL, NOTTINGHAM**

Higson & Co.
Chartered Accountants,
White House,
Wollaton Street,
Nottingham
NG1 5GF

TUESDAY



A20 "A24YSB89" #300
26/03/2013
COMPANIES HOUSE

ST. JOSEPH'S SCHOOL NOTTINGHAM

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2012**

	Page
Report of the Trustees	1 - 14
Report of the Independent Auditors	15 - 16
Statement of Financial Activities	17
Balance Sheet	18 - 19
Notes to the Financial Statements	20 - 26
Detailed Statement of Financial Activities	27 - 28

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2012

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02625721 (England and Wales)

Registered Charity Number
1003916

Registered Office
33 Derby Road
Nottingham
NG1 5AW

School Address
33 Derby Road
Nottingham
NG1 5AW

The Headmaster	
Brendan O'Grady	Left 24/12/11
Ian Eastwood	Appointed 4/9/12

School Leader	
Mrs Paula Hemsley	Appointed 2/1/12 – Retired 31/8/12

Trustees	
Jinder Boora	Chair
Tawanda Mutiwanika	Resigned 13/7/12
Sally Kirkland	Resigned 14/11/11
Phillip Elliot	Appointed 4/1/12
Victoria Henderson	Appointed 27/3/12

ST. JOSEPH'S SCHOOL NOTTINGHAM

**REPORT OF THE TRUSTEES - CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2012**

Auditors

Higson & Co
Chartered Accountants,
White House,
Wollaton Street,
Nottingham
NG1 5GF

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2012

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

St Joseph's School Nottingham, ("the School") is a company limited by guarantee not having a share capital and is exempt under section 60 of the Companies Act 2006 from the requirement to use the word limited as part of the company name

The School is also a registered charity and is governed by the Memorandum and Articles of Association and the School Instrument of Government

Governor Recruitment and Training

The Governing body requires breadth and depth of experience to carry out its duties effectively and efficiently. When recruiting new trustees the important attribute is a passion for the work of our School and an understanding of education as a holistic and rounded experience of personal growth. Under the School's Articles the majority of the Trustees should follow the Roman Catholic faith. However in the last 10 years there have been occasions when there have been either no Roman Catholic Trustees or they have comprised a minority of the board.

Where possible the Governors consider that the skills and experience of the Board should comprise the following:

- A Governor with a legal background
- A Governor with a financial/accounting background
- A Governor with education experience
- A Governor with senior managerial or business experience
- A Governor with experience of equal opportunities or disability needs
- At least one female Governor and at least one male Governor

One Governor may have one or more of these skills

Induction and training of new trustees

New trustees are provided with an induction pack of relevant literature. Induction meetings with other trustees and members of staff are arranged as appropriate. Should any requirements for training be identified, suitable courses can be arranged for the new trustee as appropriate.

Organisational structure

The articles of association provide for a minimum of four trustees, and a maximum of 12, to ensure the board can have access to a wide range of expertise as appropriate for the strategic development of the school. The articles provide that the majority of the Trustees shall be of Roman Catholic faith.

Trustees' meetings are held at regular intervals during the year. At these meetings, the trustees agree the broad strategy and areas of activity for the school in relation to financial planning, risk management, policies and procedures and so on. The day to day administration and management is delegated to the head who is supported as required by the trustees. The head is invited to attend Trustees' meetings.

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2012

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk Management

The Trustees are responsible for the overseeing of the risks faced by the School. Detailed considerations of risk are delegated to the Headmaster/School Leader. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis with the latest being in the Spring Term of 2012.

Through the risk management processes established for the School, the Trustees are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

OBJECTIVES AND AIMS

Our Aims

We aim, through our nurseries and Junior School, to provide first class care and education to boys and girls from the ages of 12 months to 11 years. We seek to provide a structured educational environment that develops our pupils' capabilities, competences and skills. We promote the academic, moral and physical development of our pupils through our academic curriculum, pastoral care, sporting and other activities. We provide an educational environment where each student can develop and fulfil his or her potential, building their self-confidence and embedding a desire to contribute to the wider community. In so doing, we prepare our pupils for the opportunities, responsibilities and experience of later life.

Our Objectives

The objectives of the School are the advancement of education (including social and physical training) of boys and girls.

Our objectives are set to reflect our educational aims and the ethos of the School. It is important to us that we maintain and enhance the academic success of the School. This objective is, however, set in the context of the broader goals we set for the School and its pupils.

In setting our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education and on fee-charging.

Our key objectives for the year included

- To broaden and extend our academic curriculum,
- To enhance and improve the co-curricular provision for pupils,
- To continue to develop the first class pastoral care we provide for pupils,
- To increase pupil numbers in our nurseries and Primary School;
- To provide continuing support of our pupils already in receipt of fee assistance through bursaries;
- To increase the provision of means tested bursary places to approximately 5 to 7 full time equivalents for the September 2012 intake. Nine pupils were granted bursaries equating to four full time equivalents.

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

OUR ETHOS, STRATEGY AND POLICIES

Our Trustees are responsible for setting a strategy for achieving the objectives they have set. The focus of our strategy is on the development of our pupils, their continued high levels of academic and co-curricular achievement and to further widen access to the education our School provides. In taking forward our strategy we

- Review and benchmark the School's academic syllabus, teaching practices and examination results,
- Ensure the range of co-curricular activities available to our pupils is stimulating and challenging,
- Invest in technology and the infrastructure of our School,
- Co-operate and share resources with local schools, and
- Continue to review and develop our methods for awarding bursaries and scholarships to ensure wider access to pupils from all backgrounds

Our ethos: a caring School serving our local community and society

St Josephs School is a charitable trust which seeks to benefit the public through the pursuit of its stated aims. Our fees are set at a level to ensure the financial viability of the School and at a level that is consistent with our aim of providing a first class education to boys and girls.

Our School welcomes pupils from all backgrounds. To admit a prospective pupil we need to be satisfied that our School will be able to educate and develop a prospective pupil to the best of their potential, in line with the general standards achieved by their peers. An individual's economic status, gender, ethnicity, race or religion do not form part of our assessment processes.

We are an equal opportunity organisation and are committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability. We will make reasonable adjustments to meet the needs of staff or pupils who are or become disabled.

Our School is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. Parents are given regular information about their children's social and academic progress through parent evenings in addition to the traditional end of year reports. We maintain regular contact with parents throughout the year through informal contacts and through our newsletter.

Children at the school are provided education of various religious faiths, with a particular focus on the Roman Catholic religion. Worship is in accordance with the Roman Catholic faith. The school is proud of its multi cultural outlook, which is in keeping with its ethos of eliminating any form of discrimination.

ACCESS POLICY

It is important to us that access to the education we offer is not restricted to those who can afford our fees. We believe our pupils benefit from learning within a diverse community. A great deal of learning occurs through social interaction, conversation and shared experiences which helps our pupils develop an understanding of the perspectives of other people that will be vital in their adult lives. Our bursaries contribute to a widening of access to the education we offer and the facilities we enjoy.

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

Bursary policy

The Trustees view our bursary awards as important in helping to ensure children from families who would otherwise not be able to afford the fees can access the education we offer. Our bursary awards are available to all who meet our general entry requirements and are made solely on the basis of parental means or to relieve hardship where a pupil's education and future prospects would otherwise be at risk for example in the case of redundancy. In assessing means we take a number of factors into consideration including family income, investments and savings and family circumstances for example dependant relatives and the number of siblings. However, our School does not have a large endowment and in funding our awards we have to be mindful that we must ensure a balance between fee-paying parents, many of whom make considerable personal sacrifices to fund their child's education, and those benefiting from the awards. The bursary awards range from 25% to 100% remission of fees.

OTHER POLICIES ON ASSISTANCE

Family discounts policy

To underline the value we place on continuity for families, we offer discounts where parents have more than one child at the School.

Assistance for our teaching staff

As part of our emphasis on attracting and retaining high calibre staff, we offer a discount scheme where staff members choose to educate their children at our School.

The School's nursery provides care to children regardless of economic background including low income families as part of its participation in the government non means-tested Early Years Entitlement Scheme.

The School is also committed to enhancing access to the facilities of the school for the benefit of the local community and public generally.

REVIEW OF ACTIVITIES AND ACHIEVEMENTS

Some of the highlights of the year included

- Annual prize giving held at Clarendon College
- Annual Inter-House Sports Day held at Greenholme School playing fields

Academic Achievements

All of our Year 6 children who were entered for Secondary Independent School Entrance Examinations were successful, some were given scholarships to The Nottingham High School, and one of our pupils joined the Royal Ballet School in London and is now taking part in 'The Nutcracker'. We also had a number of younger children who successfully sat entrance examinations for local junior independent schools.

Internal examinations in Literacy and Numeracy take place twice yearly. Reading and spelling tests are carried out. Interim and Annual Reports are sent to parents. Formal Parent Teacher Consultations take place each term.

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

Participation in Sport

Our children take part in a variety of sporting activities – Squash, karate, netball, football, Urban hockey, cricket, rounders and street dance/gymnastics. We took part in football and netball tournaments against other local Independent schools. Also this year we have introduced Ice Skating which runs through the Spring Term, lessons are provided at the Ice Arena the children achieved various grades from 1 – 4.

We have an annual whole school and nursery sports day each year.

School Outings

Children throughout the nursery and main school continue to go on educational outings to enhance their learning, places they visit include

- Jorvik Centre and Museum at York (Year 5 & Year 6)
- Nottingham Contemporary Art Gallery (Juniors)
- Beaumanor Hall Outdoor Pursuit Centre– a 3 day residential trip (Years 5 & 6)
- Nottingham Ice Arena to watch a Panthers Match (Juniors)
- Nottingham Castle to watch a Chakov play (Juniors)
- West Midlands Thomas Land at Drayton Manor Park
- West Midlands Safari Park (Nursery Children)
- Nottingham City Farm (Nursery Children)
- Wollaton Park & Hall (Nursery Children)
- Nottingham Playhouse to see the Pantomime (Pre-Prep – Yr6)

The children also have regular trips to local places of interest including

- The Goose Fair (Nursery)
- Lenton Park
- Queens Jubilee Picnic and party
- Nottingham Market Square for the German Market, the Queens visit, St Patrick's Day Parade, St Georges Day celebrations, to visit the 'Beach', viewing the Christmas Tree and lights and to watch the Olympic Torch Relay
- Nottingham Castle for the Robin Hood Event
- Local shops
- The Cathedral for Masses, May Procession and Carol Service

We have also had visits from various people including

- Police
- Fire Brigade
- Several Charities to explain their work
- D A R E

We also had a Poetry and Pizza evening where the children performed their poems to parents.

Charity Work

Throughout the year children from the nursery and school are involved in fundraising. A 'Big Toddler' took place by the nursery children for Banardo's, and various coffee mornings and non uniform days were held for MacMillan, CAFOD, Oxfam, Emmanuel House, Children in Need, Sport Relief, Red Nose Day and the Rainbows Hospice. We also collected for the Poppy Appeal.

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

The Arts

Music, Speech & Drama and Dance continue to thrive

We have a specialist music teacher who continues to develop this subject within the school also teaching guitar and piano

Annual Carol Service, Nativity Plays, Choir performances at St Barnabas' Cathedral and Marks and Spencer have involved children throughout the school and nursery

Children continue to receive Speech and Drama lessons, regularly taking LAMDA exams

We also took part once again in World Book Day and regularly hold Book fairs

Extra Curricular Activities

A number of lunch time clubs continue to be popular including

- Gardening Club
- Art Club
- Chess Club
- Karate Club
- Reading Club
- Sewing Club
- Speech & Drama Club
- School Council consisting of one pupil from each year

Religious Aspect

We continue to provide altar servers at St Barnabas' Cathedral, attend mass several times during the year, lead the congregation in the Stations of the Cross during Lent, we also sang carols to the cathedral parishioners in the hall

Significant activities

The principle activity of the charity in the year under review was that of the provision of nursery and primary education

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

The pupil number comparison is as follows -

Term	07/08	08/09	09/10	10/11	11/12
Autumn	136	134	141	149	122
Spring	147	138	140	144	131
Summer	153	147	134	135	130

In the financial year to August 2012 the School's nursery provides care to children regardless of economic background including low income families as part of its participation in the government non means-tested Early Years Entitlement Scheme. In the main school, the value of means tested bursaries totalled £25,318 and represented 2.35% of our gross fees. They provided assistance to 9 of our pupils.

Other charitable activities providing public benefit include use of our gym by local sports associations and examination bodies. In the year to August 2012 these included use by the Karate Club, and for LAMDA Speech & Drama exams.

ITERS AND ECERS Inspections February and June 2012.

The inspection of Pre-Prep classroom for ECERS (Early Childhood Environment Rating Scale) took place on 21st February 2012 and Rainbow Room inspection for ITERS (Infant Toddler Environment Rating Scale) on 29th February 2012 and the Sunflower ITERS took place on the 15th June 2012. Feedback was given by Trish Ochrombel, Early Years Support Teacher.

ECERS and ITERS are scales that judge the quality of the environment and teaching. Celebrate strengths and signpost areas for improvement. They also measure quality and improvement of provision over time.

They assess seven broad dimensions of quality with ECERS having 43 statements against which the setting is judged and ITERS having 39 statements against which the setting is judged. Each statement is scored from 1 to 7. An average is arrived at for each of the seven areas and then an average is arrived at for the entire scale.

Pre-Prep averaged 5.97 which is excellent. Rainbow Room averaged 6.2 which is now classed as excellent, having made significant progress since the last inspection. With regard to the Sunflower class this was the first ITERS inspection and resulted in a rating of 6.2 considered to be excellent and also allowed the verification process to be completed to ensure Government Funding for 2 year olds.

Meetings of Rainbow Room staff, Sunflower Room staff and Pre-Prep staff were organised to make staff aware of the findings and to discuss the actions required and also to congratulate all staff on their achievement.

During the year a member of staff has completed a four year course with the Open University and has obtained a degree in the Early Years Foundation Stage. Her research and knowledge will enhance the children's nursery experience.

In March 2012 the three yearly inspection of the effectiveness of the early years foundation stage was carried out by the Independent Schools Inspectorate. Their findings were that the effectiveness of the early years provision is good. Nursery management are now working on a programme entitled 'From Good to Outstanding',

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

FINANCIAL REVIEW

Reserves Policy

The school has funds in reserve of £702,693 at 31 August 2012 (2011 £675,080). It is the policy of the school to increase its cash and relatively liquid equity to £50,000 within the next five years. Once that has been established, then any surplus would be invested in enhancing school facilities.

The results for the year are set out in the annexed financial statements.

Principal funding sources

The school is principally funded by fees charged for places.

FUTURE PLANS

The Trustees intend to continue their current strategies of maintaining the School's position in a competitive market by investing to provide high quality education for our pupils. Achieving a high standard of academic results is a constant aim whilst maintaining the breadth and depth of the education provided.

Our future plans are financed primarily from fee income. The Trustees need to maintain an equitable balance ensuring our current pupils benefit whilst, at the same time, ensuring a sound infrastructure and financial base are preserved for the next generation of pupils in the same way as our current pupils benefit today from the investment made in the past.

The Trustees view our bursary awards as important in widening access to the education our School provides. The Trustees are currently reviewing our Bursary Awards policies to ensure that able children can accept offers of places at our School through the availability of means-tested fee assistance. A particularly important issue will be a review of the earning thresholds applied to our bursary awards. The outcome of the overall review process will be implemented in time for the 2012 intake.

Maintaining and, where necessary, developing the fabric and facilities of the School are central to our strategy. Our plans are primarily focused on increasing our Nursery provision. Environmental issues are also a high priority and we are seeking the more efficient use of water and supporting local recycling initiatives.

Developments and Maintenance

As a result of the Capital Grant Funding received in 2010 we can now accommodate more nursery age children in Pre-Prep classroom.

This funding gave us the opportunity to substantially develop our Early Years provision within the school benefitting children throughout our nursery and Key Stage 1 departments. We are now well resourced in the Early Years and Key Stage 1 departments. We hope to continue with a programme of installing further ICT equipment in the Key Stage 2 department in 2013.

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

Developments and Maintenance (Continued)

Staff continue to develop professionally by attending courses run by Schools Services and in-house training. All staff attend and participate in regular staff meetings, during which various issues are discussed, including reviewing children's progress, review of school policies, planning for future activities and developments within school.

The school needs continual maintenance and monies will be provided for this including major repairs to the roof. We continue to employ contract cleaners who are responsible for cleaning throughout the school and nursery. Our school caretaker is responsible for day to day routine maintenance. We have an ongoing programme of redecoration, carried out by the caretaker. We have a number of contractors who we can call upon for specific areas – electrical, plumbing, buildings.

Pest control procedures are in place, fire safety equipment is annually tested and maintained and all electrical equipment is PAT tested annually. An Annual Health and Safety Inspection takes place. Risk Assessments are regularly carried out and reviewed by the Trustees.

Environmental Health Visit

EHO Miss K Underwood visited the school on 15th September 2011 and met with the Catering Manager. She inspected the kitchen, stores, dining room and toilet areas. She also examined HACCP (Hazard Analysis Critical Control Points – System of Food Safety), pest control, cleaning schedule and temperature records.

We were given an Inspection Rating of 5 which means we can be inspected at least every 12 months.

No areas of concern were identified.

OFSTED VISIT

Our Ofsted Inspection took place on 6th to 9th March 2012 by the Independent Schools Inspectorate. The main findings were that the quality of pupils' achievement and learning is sound overall with the considerable majority transferring to their first choice of secondary school at 11. The Inspection Report emphasised the high quality of both the pupils' personal development and their spiritual, moral, social and cultural development. The quality reflects the happy, caring, respectful relationships and the strong sense of community in the School. The development of pupils' self-knowledge, self-esteem, self-confidence and personal belief is central to their experience. Pupils are mature, courteous and caring. They are considerate of one another and show respect for their teachers through good manners and behaviour.

The Inspectors considered that the governance of the School was as an issue as the numbers were too few. A new Trustee has been recruited and Trustees are actively seeking to recruit more suitable candidates and the inspection recognised that since January 2012 suitable strategies have been put in place to address many issues. The management structure has been improved and a Head Teacher appointed from September 2012.

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

HEALTH & SAFETY

Fire Safety Inspection

In January 2012 the Fire Safety Officer visited the school to follow up on his previous visit in June 2010. He inspected the areas which had previously been identified as deficient and his findings were that all work recommended relating to the Fire Safety Inspection had been carried out satisfactorily. Measures for routine maintenance, repair and replacement were ongoing.

OUR FINANCES

Reserves and Financial Health

The Trustees regularly review the management accounts. New budgets are being set and spend against budget together with a monthly cash flow analysis will be reviewed regularly by the Management Committee. There is a continuing programme of refurbishment, development and investment to maintain excellent teaching facilities for our pupils. The Trustees consider that given the charity's balance sheet, the cash flow from student rolls, the ongoing popularity of our School, and the available banking facility that can be called upon if need arises, that there is no need to build up a free reserve.

The Trustees recognise that the level of reserves fluctuates during periods of investment in the School and the arrangements with our bank are in place to provide an adequate 'safety net' should it be required.

No Trustee or person connected with a Trustee received any benefit from means tested bursaries to our pupils.

Organisational Management

The Trustees determine the general policy of the School. The day to day running of the School is delegated to the Head, supported by senior staff. The Head undertakes the key leadership role overseeing educational, pastoral and administrative functions in consultation with the senior staff. The day to day administration of both the nursery and Junior School is undertaken within the policies and procedures approved by the Trustees which provide for only significant expenditure decisions over £5000 and major capital projects are referred to the Trustees for prior approval.

The Head oversees the recruitment of all educational staff and the recruitment of administrative and non-teaching support staff. The Head is invited to attend Trustees' meetings.

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

Trustee Recruitment and Training

The Governing body requires breadth and depth of experience to carry out its duties effectively and efficiently. When recruiting new trustees the important attribute is a passion for the work of our School, an understanding of education, and rounded experience of personal growth. Trustees value the importance of ongoing training to enable them to carry out their duties of challenge and support to the School.

Where possible the Trustees consider that the skills and experience of the Board should comprise the following:

- A Trustee with a legal background.
- A Trustee with a financial/accounting background.
- A Trustee with education experience
- A Trustee with senior managerial or business experience
- A Trustee with experience of equal opportunities or disability needs
- At least one female Trustee and at least one male Trustee

One Trustee may have one or more of these skills.

CHARITY TRUSTEES Contact details

Mr Jinder Boora
16 Clarendon Road
Edgbaston
Birmingham
B16 9SE

ST. JOSEPH'S SCHOOL NOTTINGHAM

REPORT OF THE TRUSTEES – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees (who are also directors of St Joseph's School for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

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

- Select suitable accounting policies and then apply them consistently,
- Observe the methods and principles in the Charity 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,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

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

In so far as the trustees are aware

- There is no relevant audit information of which the charitable company's auditor is unaware, and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

ON BEHALF OF THE BOARD:



Mr P Elliott

Date 21/2/2013

ST. JOSEPH'S SCHOOL NOTTINGHAM

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF ST. JOSEPH'S SCHOOL NOTTINGHAM

We have audited the financial statements of St Joseph's School Nottingham for the year ended 31 August 2012 which comprise the statement of financial activities which includes the summary income and expenditure account, the balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statements set out on page 13, the trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and,
- have been prepared in accordance with the requirements of the Companies Act 2006.

ST. JOSEPH'S SCHOOL NOTTINGHAM

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF ST. JOSEPH'S SCHOOL NOTTINGHAM

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements

Matters on which we are required to report by exception

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

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



Gillian Strickland FCA (Senior Statutory Auditor)
For and on behalf of Higson & Co
Chartered Accountants and Statutory Auditors
White House
Wollaton Street
Nottingham
NG1 5GF

Date 21 February 2013

ST. JOSEPH'S SCHOOL NOTTINGHAM

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING SUMMARY INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 AUGUST 2012

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	Prior Year Total Funds £
INCOMING RESOURCES					
Incoming resources from charitable activities					
School & Nursery fees		808,163	-	808,163	938,265
Refurbishment Grant		-	-	-	-
Total incoming resources		808,163	-	808,163	938,265
RESOURCES EXPENDED					
Charitable Activities					
School & Nursery	2	767,066	-	767,066	829,262
Governance costs	3	8,324	-	8,324	8,859
Other resources expended		5,160	-	5,160	4,326
Total resources expended		780,550	-	780,550	842,447
NET INCOMING/(OUTGOING) RESOURCES AND MOVEMENT IN FUNDS					
		27,613		27,613	95,818
RECONCILIATION OF FUNDS					
Total funds brought forward	13	675,080		675,080	579,262
TOTAL FUNDS CARRIED FORWARD	13	702,693		702,693	675,080

The notes form part of these financial statements

ST JOSEPH'S SCHOOL NOTTINGHAM

BALANCE SHEET AT 31 AUGUST 2012

		2012	2011
	Notes	£	£
FIXED ASSETS			
Tangible assets	8	1,083,651	1,108,564
CURRENT ASSETS			
Debtors	9	75,599	68,028
Cash at bank and in hand		8,842	473
		84,441	68,501
CREDITORS			
Amounts falling due within one year	10	(91,776)	(89,189)
NET CURRENT (LIABILITIES)		(7,335)	(20,688)
TOTAL ASSETS LESS CURRENT LIABILITIES		1,076,316	1,087,876
CREDITORS			
Amounts falling due after more than 1 year	11	(373,623)	(412,796)
		702,693	675,080
FUNDS			
Property fund	13	662,548	673,183
Unrestricted funds		40,145	1,897
TOTAL FUNDS		702,693	675,080

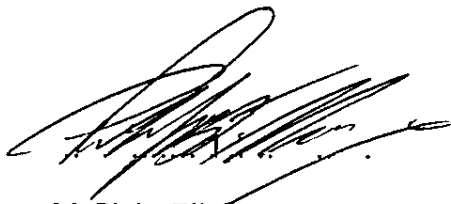
The notes form part of these financial statements

ST. JOSEPH'S SCHOOL NOTTINGHAM

**BALANCE SHEET – CONTINUED
AT 31 AUGUST 2012**

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Board of Trustees on 21 February 2013 and were signed on its behalf by

A handwritten signature in black ink, appearing to read 'Philip Elliott', with a large, stylized flourish extending from the end of the signature.

Mr Philip Elliott

ST. JOSEPH'S SCHOOL NOTTINGHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2012

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, as modified by the initial valuation of certain assets and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in 2005, and applicable accounting standards

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

Grants for purposes restricted by the wishes of the provider are taken to restricted funds where these wishes are legally binding according to the grant funding agreement terms and conditions

Resources expended

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

Company status

The Company is limited by guarantee and as such has no share capital. The liability of each member is restricted to no more than £1.

Tangible fixed assets

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

Land and Buildings	- 2% on valuation
Plant and Machinery	- 20% on reducing balance

Freehold land and buildings were initially valued to their open market value by the trustees in November 2005. This valuation is being depreciated over 50 years. The value of the property in excess of its historical cost created by the initial valuation was credited to an unrestricted reserve called "the property fund". The carrying value of the land and buildings is reviewed by the trustees each year to ensure that there has been no permanent diminution of value. Should such a diminution occur, this would be debited to the property fund.

Taxation

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

ST. JOSEPH'S SCHOOL NOTTINGHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2012

Fund accounting

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

There is an unrestricted reserve known as the "Property Fund" which relates to the initially valued land and buildings. Each year, the excess depreciation on the initial valuation is transferred from the property to the general fund

Restricted funds are subjected to restrictions on their expenditure imposed by the donor

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

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The company operates a defined benefit pension scheme. The regular pension cost is charged to the profit and loss account as incurred

The company is an admitted body to the national teachers' pension scheme. As such the company's fund is combined with those of the other admitted bodies to the same scheme and is not separately identifiable. Accordingly the company is not able to provide the disclosure as detailed in the provisions of Financial Reporting Standard 17

Irrecoverable VAT

As the company's activities are exempt from VAT, it is unable to reclaim input VAT incurred on expenses and accordingly this VAT has been included as a part of those expenses of the company

ST. JOSEPH'S SCHOOL NOTTINGHAM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

2. CHARITABLE ACTIVITIES COSTS

	Direct Costs 2012	Direct Costs 2011
School and nursery - Unrestricted funds	767,066	818,684
Restricted funds	0	10,578
School and nursery	<u>767,066</u>	<u>829,262</u>

3. GOVERNANCE COSTS

	2012 £	2011 £
Accountancy	5,684	6,509
Auditors' remuneration	<u>2,640</u>	<u>2,340</u>
	<u>8,324</u>	<u>8,849</u>

4. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging

	2012 £	2011 £
Auditors' remuneration	2,640	2,350
Depreciation – owned assets	24,913	24,999

5. TRUSTEES' REMUNERATION AND RELATED PARTY TRANSACTIONS

During the year ended 31 August 2012 Philip Elliott received expenses of £669 in performance of his Trustee duties

ST. JOSEPH'S SCHOOL NOTTINGHAM**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2012****6. STAFF COSTS**

	2012	2011
	£	£
Wages and salaries	480,325	520,925
Social Security Costs	26,393	34,000
Other Pension costs	22,010	27,313
	<u>528,728</u>	<u>582,238</u>

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

	2012	2011
Teaching and other staff	<u>37</u>	<u>40</u>

No staff were paid in excess of £60,000 (2011, nil)

7. TAXATION

The Company has charitable status and is thus exempt from taxation on its income and gains to the extent that these are applied to charitable objects

8. TANGIBLE FIXED ASSETS

	Land & buildings	Plant & Machinery	Totals
	£	£	£
COST/INITIAL VALUATION			
At 1 September 2011	1,230,000	129,441	1,359,441
Additions	-	-	-
At 31 August 2012	<u>1,230,000</u>	<u>129,441</u>	<u>1,359,441</u>
DEPRECIATION			
At 1 September 2011	123,000	127,877	250,877
Charge for year	24,600	313	24,913
At 31 August 2012	<u>147,600</u>	<u>128,190</u>	<u>275,790</u>
NET BOOK VALUE			
At 31 August 2012	<u>1,082,400</u>	<u>1,251</u>	<u>1,083,651</u>
At 31 August 2011	<u>1,107,000</u>	<u>1,564</u>	<u>1,108,564</u>

ST. JOSEPH'S SCHOOL NOTTINGHAM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

The freehold property was initially valued at open market value by the directors on 30 November 2005 at £1,400,000. During the year to 31st August 2009 the company sold two flats adjoining the school on Derby Road, Nottingham and accordingly the directors consider the freehold to have a value of £1,230,000 at the balance sheet date.

The historical cost of the property had it not been initially valued was £531,729 (2011 £531,729). The depreciation which would have been charged on this cost is £10,635 (2011 £10,635).

The trustees are not aware of any material change in the value of the property since the valuation was prepared, excepting the part disposal referred to in these notes.

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2012	2011
	£	£
Trade debtors	66,610	51,861
Other debtors	8,989	16,167
	<u>75,599</u>	<u>68,028</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2012	2011
	£	£
Bank loans and overdrafts	43,500	49,121
Trade creditors	20,899	14,732
Taxation and social security	8,549	8,520
Other creditors	18,828	16,816
	<u>91,776</u>	<u>89,189</u>

11. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2012	2011
	£	£
Bank Loans	<u>373,623</u>	<u>412,796</u>
Amounts falling due in more than five years		
Repayable by instalments		
Bank loans more than 5 years by instalments	<u>243,123</u>	<u>282,296</u>

ST. JOSEPH'S SCHOOL NOTTINGHAM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 AUGUST 2012

12. SECURED DEBTS

The following secured debts are included within creditors

	2012	2011
	£	£
Bank overdraft	0	5,621
Bank loans	417,123	456,296
	<u>417,123</u>	<u>461,917</u>

The bank loans and overdraft are secured by way of a legal mortgage over the freehold property owned by the school, together with a specific charge over the goodwill of the school and a floating charge over all of the school's assets

13. MOVEMENT IN FUNDS

Unrestricted funds	Balance at 1/9/11 £	Incoming Resources £	Expenditure £	Balance at 31/8/12 £
General fund	1,897	808,163	(769,915)	40,145
Property fund	673,183	-	(10,635)	662,548
TOTAL FUNDS	<u>675,080</u>	<u>808,163</u>	<u>(780,550)</u>	<u>702,693</u>

14. CONTINGENT LIABILITY

The company has no known contingent liabilities not provided for in the financial statements

15. ULTIMATE CONTROLLING PARTY

In the opinion of the trustees there is no controlling party

ST. JOSEPH'S SCHOOL NOTTINGHAM

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2012**

16. PENSION SCHEME

The company operates a defined benefit scheme as outlined in the accounting policies (note 1) The cost in the year was £22,010 (2011, £27,313)

ST. JOSEPH'S SCHOOL NOTTINGHAM

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2012

INCOMING RESOURCES

	2012	2011
		£
Funding Source		
Refurbishment Grant	-	-
Incoming resources from charitable activities		
School and nursery fees	806,040	936,196
Sundry Receipts	2,123	2,069
	<u>808,163</u>	<u>938,265</u>
Total incoming resources	<u>808,163</u>	<u>938,265</u>

RESOURCES EXPENDED

	2012	2011
	£	£
Charitable activities		
Wages	480,325	520,925
Social security	26,393	34,000
Pensions	22,010	27,313
Training Courses	1,316	0
Rates and Water	6,930	6,856
Insurance	10,451	11,303
Light and heat	14,486	14,186
Telephone	3,368	3,901
Postage, stationery and printing	560	1,520
Sundries	3,171	1,092
Subscriptions	2,342	1,303
Repairs & Renewals	1,461	1,304
Cleaning & Hygiene Supplies	23,978	23,401
Sport and club expenses	2,341	1,564
Computer expenses	6,349	11,444
Travel and school trip costs	4,722	6,883
School and office requirements	10,880	14,112
Food Purchases	35,793	35,109
Bursaries and staff discounts	25,318	18,541
Photocopying costs	5,934	6,463
Maintenance and servicing	1,549	2,668
Ground and premises hire	917	2,500
Prize night expenses	905	818
Bad debts	24,275	26,103
Advertising	2,674	2,307
Inspection fees	<u>1,617</u>	<u>1,000</u>
Carried forward	720,065	776,616

This page does not form part of the statutory financial statements

ST. JOSEPH'S SCHOOL NOTTINGHAM**DETAILED STATEMENT OF FINANCIAL ACTIVITIES – CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2012**

	2012	2011
	£	£
Charitable activities		
Brought forward	720,065	776,616
Depreciation of tangible fixed assets	24,913	24,999
Bank Interest	6	793
Bank Loan Interest	18,100	17,341
Other interest payable	0	0
Consultancy	0	2,000
Legal fees	3,982	7,513
	767,066	829,262
Governance costs		
Accountancy	5,684	6,509
Auditors' remuneration	2,640	2,350
	8,324	8,859
Other resources expended		
Bank Charges	5,160	4,326
Total resources expended	780,550	842,447
Net increase (decrease) in resources		
	27,613	95,818

This page does not form part of the statutory financial statements