

# The Educational Alliance of Canford Heath

A company limited by guarantee

Company registration number 8411436

Registered 20<sup>th</sup> February 2013

## Trustees report and Financial Statement for the period ended 28<sup>th</sup> February 2014

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Registered office.	Canford Heath Infant School Learoyd Road, Canford Heath. Poole
Website address	<a href="http://www.teachtrust.org.uk">www.teachtrust.org.uk</a>
Trustees.	Mrs V Arbon (Chair) Appointed 1.3.13 Mr S Andrew (Director) Appointed 1.4.14 Mrs F Daykin (Director) Appointed 1.3.13 Ms S Langdon (Director) Appointed 1.3.13 Mrs K Lasbury-Carter (Director) Appointed 1.3.13 Mr L Lewis (Director) Appointed 1.10.13 Mr C Rowling (Director) Appointed 1.3.13 Mr P Schouten (Director) Appointed 1.3.13 Mr B Twiss (Director) Appointed 1.3.13 Mrs G Verrinder (Director) Appointed 1.3.13 Mr C Youlden (Director) Appointed 1.3.13
Company Secretary	Mrs H Burton-Hemmings Appointed 11.03.2013
Termination	Mrs S Pelham (Director & Chair) Terminated appointment 31.08.13 Mr C Moreton (Director) Terminated appointment 01.04.14 Mr M Wood (Director) Terminated appointment 31.07.14
Accountants	<b>Income does not exceed £5000 so not required</b>
Bankers	Barclays, High Street, Poole. BH15 1BL
Solicitors	DWF LLP 1 Scott Place 2 Hardman Street Manchester M3 3AA

First Annual Return made to Companies House on 5<sup>th</sup> March 2014

First set of Accounts to be submitted to Companies House by 20<sup>th</sup> November 2014

### **Report of the Trustees**

The Trustees present their report and the financial statement for the period ended 28.2.2014

The members of the Board of Trustees, who constitute the Board of Directors of The Educational Alliance of Canford Heath for the purposes of company law, and who served during the period up to date of this report, are set out on page 1.

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

#### **Company status.**

The Educational Alliance of Canford Heath is a Company Limited by guarantee created under the auspices of the School Standards and Framework Act 1998 and as such is bound by company law. It uses a DFE approved model Memorandum and Articles of Association. It has yet to secure Charitable Status but intends to do so. The company was registered (8411436) on 20<sup>th</sup> February 2013.

#### **Appointment of Trustees**

Members of the Trust Board are directors for the purpose of company law. The composition of the Trustee Board is as follows,

2 Trustees appointed by each of the schools =

*Ad Astra.*

*Haymoor-*

*Canford Heath Infants*

*Canford Heath Junior*

1 Trustee appointed by each partnership organisation =

*Poole Local Authority*

*Poole SCITT*

1 Trustee appointed by the Co-operative movement

2 Trustees are entitled to be appointed by the Stakeholder Forum. The Stakeholder Forum is comprised of people elected from the general membership of the Co-Operative Trust.

### **Organisational Structure/responsibilities**

#### **Trustee Board**

The Educational Alliance of Canford Heath has a Trustee Board of 11 members, at the date the accounts were approved, who meet a minimum of 3 times a year and are responsible for the strategic direction and policy of the Trust. They are responsible for preparing the Trustees Annual report and the financial statements in accordance with applicable law and UK Generally Accepted Accounting Practice.

### Governing Bodies

The Trust appoints `Trust` Governors to each school. These governors are known as Foundation Governors. Whilst the Trust holds the land and assets of the school `in trust` for each school, the governors of each school are responsible for maintaining the land and assets of their school. In addition each schools governing body is responsible for the employment and admissions of each school, and ensures the Trusts objectives are supported through school policies.

### Headteachers

Day to day responsibility for the Trust rests with the Headteachers through a steering group. The Headteachers are responsible to their individual Governing Body and the Trust Board. The Headteachers hold regular meetings to ensure the Trust delivers the specified services and key objectives.

### Members

All pupils, parents, staff and individuals in the local community can be members of the Trust. Membership approves, at the AGM, the annual accounts and Trustee report. Members are responsible for ensuring the Trustees manage the Trust in a way that benefits the membership and they hold the Trust to account in meeting its objectives. The membership is promoted by the work of the membership Champion - Mr S. Twiss.

### Trustees Induction and Training

All the Trustees are familiar with the work of the Trust and visit trust schools. New Trustees are introduced to the work of the Trust by the Company Secretary and an induction pack is being developed in line with the Institute of Chartered Secretaries and Administrators `Specimen Induction pack for Charity Trustees (England and Wales) guidance note 070608.

### Risk Management

The trustees have assessed the major risks to which the Trust is exposed and continue to monitor the arrangements and systems in place to mitigate those risks. Procedures are in place to support the consistency of arrangements for health and safety across the Trust (Site Manager sub meetings) and concerns shared. The Trustees seek appropriate advice through insurers, solicitors and the Local Authority (Poole Borough Council), who are also partners in the Trust.

### Objects

The objects of the company, defined within its Articles of Association, are to

- 1) advance the education of the pupils at the four schools within the Trust, Ad Astra Infant School, Canford Heath Infant School, Haymoor Junior school, and Canford Heath Junior school;
- 2) to advance the education of other members of the community,
- 3) and to otherwise benefit the community, it being acknowledged that in carrying out the objects of the Trust (where applicable) it should have regard to its obligation to promote community cohesion under the Education Acts.

It is intended that the curriculum and ethos of the Schools will place an emphasis on, and a commitment to, pupils learning about the Co-Operative values of self-help, self- responsibility,

democracy, equality, equity, solidarity, honesty, openness, social responsibility and caring for others with the aim of encouraging all pupils to become better citizens, not only while they are pupils but during the rest of their lives.

The Trust has set out its vision and aims in a summary document, which can be accessed on the Trust website or through application at any of the 4 schools.

A 2 year Development Plan to achieve these objectives and aims was discussed and agreed in October 2013. A copy is on the Trust website.

### **Achievements and performance**

During the period 20.2.2013 to 28.2.14 the Trust Board met 7 times. The following summarises the work and significant events during the year,

*Admissions policy agreed for 2014/ 15 and 2015/ 16*

*Masterclasses established for all teachers to promote excellence in teaching and learning.*

*Code of Conduct agreed for Trustees*

*Expenses policy agreed for Trustees*

*Sub group meetings established across the Trust to share practice (Site managers, Pastoral workers, SEN Leaders, Finance and IT Leaders)*

*Logo agreed for TEACH letterheads etc*

*TEACH Website created*

*Land transfer arrangements pursued.*

*Design and shape of members forum established. Membership Champion appointed.*

*Communication established with Magna Academy*

*Joint policy on pupil attendance in response to new government legislation*

*Joint contract agreed across all 4 schools for Hot Lunch provision from September 2014*

### **Performance of Schools within the Trust**

#### **Ofsted/Local Authority judgements**

	<b><u>Ofsted judgement</u></b> <b><u>Date inspected</u></b>	<b><u>Local Authority judgement as</u></b> <b><u>of 2013/ 14</u></b>
<b><u>Ad Astra Infant School</u></b>	Good with behavior and safety judged outstanding. Full inspection January 2014	Green = indicating no concerns
<b><u>Haymoor Junior School</u></b>	Good Full inspection October 2012	Amber/Green
<b><u>Canford Heath Infant School</u></b>	Outstanding Full inspection February 2008 Interim assessment letter April 2011	Green - indicating no concerns
<b><u>Canford Heath Junior School</u></b>	Good with outstanding for 'outcomes for pupils' and 'behaviour and safety'. Full inspection November 2011	Green - indicating no concerns

### **Significant events post year end (since 28<sup>th</sup> February 2014)**

Academy Status explored. Academy Order Funding grant received.

Joint moderation of standards of pupil attainment

Joint training on the new Assessment without levels initiative for teaching staff across all 4 schools

Appointment of Temporary Executive Officer for the Trust (2 days per week) until July 2015.

### **Plans for Future periods**

Prepare/agree new Admission policy for 2016/17

Continue to explore Multi Academy Trust status

Conclude re-structure consultation concerning arrangements for Leadership and Management of Canford Heath Infant School, and Canford Heath Junior School.

Explore use of Sport Premium across all 4 schools

Promotion of the Arts/Music across all 4 schools

Continue to pursue joint commissioning arrangements.

Joint project to raise standards in writing across the trust schools and close the attainment gap for disadvantaged pupils (commences September 2015)

Joint working on the new Maths curriculum.

### **Financial Responsibilities of Trustees**

Company Law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the companies financial activities during the year and of its financial position at the end of the year. In preparing the financial statement the trustees are required to:

- A) Select suitable accounting policies and then apply them consistently
- B) Make judgements and estimates that are reasonable and prudent
- C) State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements, and
- D) Prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with Company Law. The Trustees are responsible for safeguarding the assets of the company and take reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by Trustees on 25.9.14 and signed on their behalf by:-

Director

Print name: V.Arbon- Chair