THE ENA MAKIN EDUCATIONAL TRUST
(A COMPANY LIMITED BY GUARANTEE)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2018

Registered Office: The Granville School
2 Bradbourne Road
Sevenoaks
Kent
TN13 3LJ

Registered No: 865624
England and Wales

Charity Number: 307931

Page 1
Pages 2-10
Page 11-12
Page 13
Page 14
Page 15
Page 16
Pages 17-20
Index
Annual Report
Auditors' Report
Statement of Financial Activities
Profit and Loss Account
Balance Sheet
Statement of Cash Flows
Notes to the Financial Statements
THE ENA MAKIN EDUCATIONAL TRUST
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT

The governors present their annual report and financial statements for the year ended 31 August 2018.

OBJECTIVES AND ACTIVITIES

The charity's objectives are the advancement of education and the benefit of the public, in particular by the provision and conduct of a day school in or near Sevenoaks for boys and girls. In furtherance of this objective, the governors, as charity trustees, have compiled with the duty in S.4 of the Charities Act 2006 to have due regard to the Charity Commission's published general and relevant sub-sector guidance concerning the operation of the Public Benefit requirement under that Act.

EDUCATIONAL AIMS

As an independent day preparatory school, the school takes girls from age 3 to 11 and boys from 3 to 4. The School aims to provide a first class education to its pupils. It promotes their academic, social and physical development through its academic curriculum, pastoral care, sporting and other extra-curricular activities. It seeks to provide an educational environment where every child can realise his or her true potential by developing knowledge, confidence and self-reliance within a supportive and happy school community.

The Granville School aims to set the highest academic and pastoral standards. Experienced staff identify and develop the full potential and natural talents of each individual child in order to prepare them for a fulfilled, happy and productive life.

Academic

- Providing a broad, stimulating and ambitious curriculum which encourages children to develop a love of lifelong learning.
- Providing excellent teaching across the curriculum which enables all children to develop their natural talents.
- Setting high, but realistic, targets within an organised structure where there is an ethos of individual excellence and consistently high expectations.
- Celebrating each child's unique abilities, progress and achievements.
- To identify and support children with SEN ensuring that the curriculum is accessible and they can make good progress.
- To provide challenge for our pupils who are recognised as being more Able, Gifted and/or Talented.
- Teaching those skills which enable children to develop knowledge and understanding of the world, its people and cultures, both past and present.
- Introducing the children to the skills and safe use of modern technology through high quality lessons which equip them for their future lives.
- Encouraging children to develop an appreciation of art, drama and music and providing opportunities for everyone to perform to the best of their abilities.
- Providing opportunities for all children to understand the importance of a healthy lifestyle, together with access to a full programme of high quality sporting activities.
- Enhancing and fostering children's knowledge of the environment so that they become aware of the need to conserve and care for its resources.

Personal Development

- Supporting children to allow them to develop the confidence to lead fulfilled and independent lives.
- Encouraging children to display initiative and integrity by developing the confidence to take risks in their learning through critical thinking and problem solving.
- Creating an atmosphere in which the children have respect for others within the whole school community through positive and proactive relationships.
- Promoting organisational skills and self-evaluation.
THE ENA MAKIN EDUCATIONAL TRUST  
(A COMPANY LIMITED BY GUARANTEE)  
ANNUAL REPORT

- Encouraging the children to contribute to the community beyond The Granville; respecting and appreciating the differences between cultures, religions and individuals.
- Enhancing the children’s knowledge, understanding and appreciation of British values.
- Creating a happy environment in which children feel safe, secure and valued.
- Offering a caring atmosphere where children’s individual needs are respected and considered.

BURSARY AWARDS
This year the value of means tested bursaries totalled £51,912. They provided assistance to 6 pupils. The Governors regularly review the Bursary Policy and the advertising of the availability of bursaries to ensure that children from outside the school are able to access means-tested fee assistance.

ACHIEVEMENTS AND PERFORMANCE
The School has been successful in meeting its main objectives which are:

-To ensure that each child is able to fulfil his or her full potential and achieve a place in a suitable senior school where they will thrive; and to continue a bursary scheme to give children who would otherwise be unable to afford the fees the opportunity to benefit from the school.

Our strategy for achieving this continues to be to maintain the high quality of our teaching and pastoral care and our teacher-to-pupil ratios, to tailor our services as appropriate to meet the individual needs of our pupils and to provide funds to help children who would otherwise be unable to afford the school fees to benefit from such an education. We are currently supporting a number of pupils through our bursary scheme, which isadvertised locally and on the School’s website. The School has also sought to make its pupils aware of the wider social context in which the School operates by supporting several local charities.

Pupil numbers have remained sufficiently strong to produce income to allow the School to invest for the medium and long term. Following the school’s inspection by the Independent Schools Inspectorate (ISI) in May 2017, where it was judged excellent throughout and met all the required standards for compliance, the recommendation to make greater use of tablets has been addressed and iPads are being widely used by pupils and staff.

ACADEMIC
We were delighted with our entry examination results to senior school. In a cohort of thirty girls, fifty entries were made to independent schools. Out of these entries 48 places were offered. Fourteen scholarships or exhibitions were awarded. These included five academic, five sport, one music and two drama and an entrance exhibition. Twenty three girls took up their places.

In the Kent 11+: thirteen girls sat the test with thirteen being offered grammar school places. Ten places were offered at Tonbridge Grammar School for Girls and seven girls took up these offers.

The school continues to offer a broad curriculum. Subject specialist teaching increases through the school and this has been expanded in Key Stage 2 with almost all subjects being taught by subject specialists. Further curriculum changes have been made in Art and DT to ensure cross-curricular links with other subjects continues to be a strength of the school and the IT curriculum has been developed to include more coding and programming.

The school continues to build on its programme of regular testing using standardised data to benchmark and track the pupils’ learning and achievement, and to provide up-to-date data to inform decisions about senior school options and as well as transfer reports to the secondary schools.

The school supports all children to reach their potential including those who may find their learning difficult. Our thriving Learning Development department offers support which is tailored to the needs of the children. Three specialist teachers work in bright, attractive designated classrooms. Pupils are taught the core subjects on a 1:1 basis or in small groups, whilst others may be supported within the classroom.

At The Granville School, girls who have been identified as more able, gifted and talented, are suitably challenged in whatever field they excel through differentiated work, targeted clubs and focus activities.
Curricular and co-curricular teaching is planned to ensure that each girl reaches her highest level of personal achievement and has plenty of opportunity to develop her skills whether in or out of the classroom. Our broad and varied curriculum, together with the extensive subject knowledge of our specialist teachers, a wide ranging extra-curricular programme and entries into challenging competitions achieves this e.g. Girls can enter national competitions such as Primary Maths Challenge which is aimed for children in Years 7 and 8. During this year one girl achieved the Gold award. Three girls achieved Silver and five were awarded Bronze. During this year we participated in inter-school events for various subjects across all areas of the curriculum.

School trips and workshops run by visiting specialists often bring the curriculum to life, providing pupils with an opportunity to learn first-hand. Places visited have been chosen carefully to complement the curriculum and make learning more ‘real’ and interesting. External places visited in 2017-8 included theatres, museums, wildlife centres, Eagle Heights Bird of Prey Centre, Chiddingstone Castle, and Carroty Wood Adventure Centre. The girls in Years 4, 5 and 6 went on residential visits including Battle, Stratford, the Sussex coast and France. The children also had visits and workshops from best-selling children’s book authors and poets. The curriculum was also enhanced by theatre and musical workshops, storytellers, history themed workshops and renowned artists.

Sport has a very prominent place in the curriculum as the physical fitness and enjoyment of sport is important in the all-round development of our pupils. The curriculum offers children many opportunities to participate in a range of sports including: netball, cross-country running, gymnastics, ballet, rounders, tennis athletics, lacrosse skills, hockey skills and swimming. All pupils have the opportunity to work towards the following awards: BAGA awards for gymnastics, national swimming awards and Cecchitti ballet exams. All pupils have lessons with specialist sports teachers. A full programme of fixtures take place throughout the year. Every girl from Years 3 – 6 had the opportunity to compete in a school team in netball.

Music plays a very important role in everyday life at The Granville, from daily singing in assemblies to elaborate festivals and large-scale performances. Every girl learns the recorder in Year 2 and Year 3 and there are opportunities for starting piano and other orchestral instruments with individual lessons from Year 2. Currently 92% of pupils in Years 2 to 6 learn an instrument either within or without school. The children have the opportunity to perform in two orchestras, two choirs and numerous chamber groups. The girls have achieved success with ABRSM music exams: there were fifty six entrants from Prep Tests to Grade 5, and thirty one of these were graded either Merit or Distinction. Granville girls enjoy regular performances outside school with annual trips to perform in local churches and festivals. Year 6 have sung Christmas carols in a local care home and have taken part in a lunchtime concert at St Luke’s Church. The Senior Choir also performed in the Woldingham Choirs Festival.

Drama plays a very important role at the Granville and we strive to ensure that each child, from the youngest in Kindergarten to the oldest in Year 6, has their moment to ‘shine’ in every production and concert produced. Our aim is to nurture talent and encourage and build confidence in every pupil. In addition to the Festivals, Year 1 and 2 produce an annual Christmas show as well as taking Entry Level and Grade 1 Choral speaking LAMDA examinations. Year 3 take their individual entry level LAMDA examination in verse and poetry. This year every girl was awarded distinction in the above exams. We have now begun the examined LAMDA acting classes outside the school curriculum, which has proven extremely popular. Out of twenty girls, nineteen gained a distinction. Additionally, Year 3 and 4 now have an annual musical production and Year 6 a play. Included in the Drama curriculum are visits from outside facilitators and theatre companies for every year group. We regularly welcome the Young Shakespeare Company to our school and trips to prestigious theatres such as the Royal Shakespeare Company and Playbox Theatre are annually planned into the timetable. Year 6 are involved in some wonderful masterclasses and experience a live theatre show and drama workshop on their annual trip to Stratford upon Avon.

The Granville School is proud of all the girls’ achievements and we are always delighted when our bright and talented girls gain scholarships and awards to their senior schools. These awards cover areas of the curriculum: academic, music, sport, art and drama.

**PERSONAL DEVELOPMENT**

The Granville prides itself on its family feel and the long standing Granville traditions. Many pupils are daughters of old girls who want their children to experience a Granville education and share in the values and ethos which, 70 years later, are still at the heart of the school. Traditions such as ‘Stirring the Pudding’ and ‘Spring Festival' bring
the whole school together to celebrate the work of the children. The Granville creates a sense of family amongst the children, staff and parents, with many events taking place across the year which involves the whole school.

The Granville also has a strong tradition of supporting many local and national charities which give the children a respect and understanding for the wider community. This year’s charities have included Great Ormond Street and the Hope School, Mandala Trust.

Granville is a happy school, where we believe that all pupils achieve their best in an environment which is caring, safe and encouraging. The Granville provides an atmosphere which supports pupils, both academically and pastorally and allows them to grow and develop into confident young ladies who have the skills needed for their next school. Every child knows that they are valued as individuals and that they all have unique needs, strengths and potentials. Interaction between the younger and older children is encouraged. Joint activities including performances, assemblies, sharing facilities and playing together enables the whole school community to feel part of the Granville family.

Through its pastoral care arrangements and provision, the School demonstrates its continuing concern for the personal and social development of all its pupils, regardless of their age or ability, as individuals and as successful and fully participating members of the school and its wider community. Every child is known by all teachers in the school. They are able to share worries or concerns with their form tutor. All the girls belong to one of the four Houses where a sense of friendly competitiveness develops as well as allowing the children, of all ages, to work together with children of other year groups and create a sense of belonging. Through the School Council the children all contribute to the way school works, where their ideas are considered and fed back to the school via School Council assemblies in order that they children feel that their opinions matter.

The excellence of our pastoral care was emphasized in the ISI Education Quality Inspection which took place in May 2017.

Outside of the classroom we offer all the girls an extensive and exciting range of after-school clubs and a full programme of whole-school enrichment activities where pupils can broaden and deepen their learning experiences or discover new talents. Last year in addition to the full clubs programme which is listed elsewhere in the report, all the girls were able to participate in a huge range of enrichment activities. Our recent inspection also stated that the ‘pupils extra-curricular achievement is excellent’ and the school provides ‘extensive opportunities for pupils to find and develop their aptitudes and interests.’ In helping the girls to develop their interests or try out new activities, the school continues to provide a very rich and extensive choice of clubs. The girls are keen to try the new activities on offer and as a few clubs are now for mixed year groups, this gives the girls the chance to share ideas and for the older girls to support the younger ones. The clubs run before school, at lunch time and after school and are incredibly popular. Some clubs run every term while others are more seasonal. In addition we also have a few coaches from external clubs which helps increase the variety on offer.

The School has continued to offer and extensive range of extra-curricular clubs and during the course of this year these have included the following:

**Creative Clubs**
- Art & Craft
- Board Games
- Circus Skills
- Cookery
- Eco Club
- Gardening
- Pottery/Sculpture
- Relax Kids
- Sewing/Textiles
- Zentangle
- Performing Arts
- Ballet
- Choir
- LAMDA Acting Examinations
- Maypole
- Orchestras
- Recorder Groups
- String Groups

**Sport**
- Dance
- Gym
- Netball
- Netball Shooting Clinic
- Running Club
- Swimming
- Tennis
- Tag Rugby

**Academic Clubs**
- Book Club
- Code Club
- Computer Club
- Languages Club
- MyMaths
- Space and Engineering Club
- Touch Typing
FUTURE PLANS

The School’s strategic development plan aims to further enhance the teaching and learning environment to ensure that every child reaches his or her true potential by developing knowledge, confidence and self-reliance within a supportive and happy community. The Governors intend to continue to maintain the School’s position in a very competitive market by achieving a high standard of academic results underpinned by a challenging curriculum that is both broad and deep complemented with outstanding pastoral care.

These future plans are financed primarily from our reserves and fee income. The Governors ensure robust budgeting and cash flow monitoring are exercised to ensure the school can meet its ongoing educational needs and continue to invest in its estate and facilities. Maintaining and, where necessary, developing the fabric and facilities of the School are central to our strategy and the school will continue to improve its facilities and provisions in the coming years. The Governors are satisfied that the school has sufficient available funds and facilities to meet its strategic objectives.

With the impending retirement of Jane Scott as Headmistress after many years’ service and great success the Governors have appointed Louise Lawrence to be the next Headmistress of The Granville, who commenced on 1 September 2018.

OUR FINANCES

The financial statements show net incoming resources for the year on School activities of £96,577 (2017: £161,370). The principal source of income is fees accounting for 99.3% of the School’s income. The Governors are continuing their strategy of deploying all net incoming resources to investing in the educational purposes and fabric of the school.

Reserves and Financial Health

As part of the effective governance of the School, the Governors regularly review the finances, budgets and spend against budgets together with a termly cash flow analysis. The Governors have invested substantial sums into new School buildings in recent years and have a continuing programme of refurbishment, development and investment to maintain excellent teaching facilities for our pupils. The closing value of our tangible assets, property, plant and equipment, was £3,516,526.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Governors, who are also the charity trustees, determine the general policy of the school. Significant expenditure decisions and major capital projects are referred to the Governors for approval. The day to day management of the School is delegated to the Headmistress and the Senior Management Team. The Governors meet three times a year. The Granville School Bursar, who is also Clerk to the Governors, co-ordinates the work of the Board and their Committees, prepares papers and management accounts and the review of matters arising. All Governors give of their time freely and no remuneration or expenses were paid in the year. No Governor or person connected with a Governor received any benefit from means tested bursaries. Governors determine the remuneration of key management staff through the Finance Committee, which is kept under annual review. A number of criteria are used in setting pay: national pay scales; the nature of the role and responsibilities; individual performances; the sector average salary for comparable positions using AGBIS surveys and IAPS advice and trends in pay in recent years.

The Headmistress undertakes the key leadership role overseeing educational, pastoral and administrative functions in consultation with the senior staff. The Headmistress oversees the recruitment of all educational staff and administrative staff, whilst under delegated authority the Bursar oversees the recruitment of non-teaching support staff. The Headmistress and Bursar are invited to attend Governors’ meetings. The Headmistress attends the IAPS Conference and the Bursar attends the ISBA Conference (annually). Both conferences permit appropriate representation to Government and regulators of the views of the sector.

Public Benefit

Community Relationships

This year The Granville has hosted several netball camps open to children from the local area who have an interest and talent in Netball. The girls, led by the Head of Music, held a number of concerts in our local church, St Luke’s, and in our neighbouring Care Home, Alpine Lodge.

The Granville swimming pool was also opened to a local swimming group, Aquatots, who used our pool for four months, whilst their facility was being renovated.

We provide use of our dining hall free of charge 3 times a year for meetings of West Kent PBC Support Group.
Links with Schools
The Granville has supported the Volunteering Service Union (VSU) programme and had 8 Senior school boys and girls volunteering at the school each week.

Donations to Charity
In addition to the Great Ormond Street Charity, Hope school and the Mandala Trust, the school has also supported the Royal Legions Poppy Appeal in November and the Samaritans Purse Shoebox appeal in December.

Bursaries. We provide bursaries to 6 girls who due to financial restraints might not otherwise have been able to avail themselves of a Granville Education. The Governors place great importance on the bursary scheme to widen access to the School through means tested fee assistance.

Risk Management
The school maintains a risk register which is regularly reviewed and is presented to the Governors at every meeting. The compliance and risk committee takes an active role in reviewing risk management and identifying mitigating actions to ensure that the School’s risks are reduced to as low as reasonably possible. The Governors routinely consider the major risks and other possible risks faced by the School and the probability of the risks arising. They are assisted in this regard by the school’ Senior Management Team. Risk is managed under the headings of:

- Educational
- External
- Financial
- Operational

Through the above risk management processes the Governors are satisfied that the major risks are identified and as far as practicable, have been adequately mitigated. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

The main risk that the Governors have identified is reputation of the school such that there is a material impact on current and future pupil numbers and the ability of the school to attract high quality staff. This risk is managed through safeguarding and staff recruitment policies, pastoral support for both pupils and staff and active identification and resolution of health and safety related issues.

Governors are appointed as vacancies arise. In making appointments Governors take into account Charity Commission guidance and the depth and breadth of skills required by the school namely skills and experience in: safeguarding; health and safety; a legal background; a financial/accounting background; educational experience; senior managerial or business experience; experience of Human Resources and premises management. Potential candidates who possess the requisite personal and specialist skills are identified, discussed by Governors and invited to become a Governor as appropriate.

The Governors are the charity trustees of The Granville School. The Governing document is the Memorandum and Articles of Association dated 13th November 2009. New Governors are appointed by the existing Board of Governors and ratified by the Members at their annual AGM. Governors are appointed for a period of three years.
Statement of Governors' Responsibilities

Company law requires the Governors to prepare Financial Statements for each financial period which give a true and fair view of the state of affairs of the charity's activities during the period and of its financial position at the end of the period. In preparing those Financial Statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether the policies are in accordance with applicable accounting standards.
- Prepare the financial statements on the going concern basis unless it is not appropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charitable Company and to enable them to ensure that the Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Governors' confirm that there is no information relevant to the audit of which the auditors are unaware and that the Governors' have taken the necessary steps to ensure they are aware of all relevant audit information and made sure the auditors are aware of it.

Approved by the Governors' at its meeting on: 12/3/19

and signed on its behalf by: Jonathan Sorrell
Chairman of the Board of Trustees
The following served as Members since the start of the year:

Maureen Froggatt
Richard Don
John Gyatt
Patrick Reynolds
Elizabeth Sindall

During the year, the following Member was appointed:

Victoria Seymour

The Governors are the Directors of the Ena Makin Educational Trust

The following served as Governors since the start of the year:

Jonathan Sorrell (Chairman)
Elizabeth Sindall (Deputy Chair)
Elizabeth Brown
Rowland Constantine
Charlotte Glanville
Charlotte Kramer
Mark Kibblewhite
Jane Holland
Paul Sheldon

During the year the following Governors resigned:

Charlotte Kramer
Elizabeth Sindall
Elizabeth Brown

During the year, the following Governors were appointed:

David Mackenzie
Dougal Philps
Margaret Gholin

Headmistress: Jane Scott
Bursar and Clerk to the Governors: Kurt Ringmo

CONTACT DETAILS
The Granville School
2 Bradbourne Park Road
Sevenoaks
Kent
TN13 3LJ
www.granvilleschool.org

Registered Charity No. 307931
PROFESSIONAL ADVISERS

Auditors:
Gilbert Allen and Co.
Churchdown Chambers
Bordyke
Tonbridge
Kent
TN9 1NR

Bankers:
Adam and Co.
6 Adelaide Street
London
WC2N 4HZ

National Westminster Plc
67 High Street
Sevenoaks
Kent
TN13 1LA
REPORT OF THE INDEPENDENT AUDITOR TO THE MEMBERS OF
(A COMPANY LIMITED BY GUARANTEE)
THE ENA MAKIN EDUCATIONAL TRUST

Opinion
We have audited the financial statements of The Ena Makin Educational Trust (the ‘charity’) for the year ended 31 August 2018 which comprise the statement of financial activities, statement of financial position, cash flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity’s affairs as at 31 August 2018, 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.

Basis for opinion
We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern
We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees’ use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity’s ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information
The trustees are responsible for the other information. The other information comprises the information included in the trustees’ annual report, other than the financial statements and our auditor’s report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.
REPORT OF THE INDEPENDENT AUDITOR TO THE MEMBERS OF
(A COMPANY LIMITED BY GUARANTEE)
THE ENA MAKIN EDUCATIONAL TRUST

Opinions on other matters prescribed by the Companies Act 2006
In our opinion, based on the work undertaken in the course of the audit:
• the information given in the governors’ report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
• the strategic report and the governors’ report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception
In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the governors’ report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:
• adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
• the financial statements are not in agreement with the accounting records and returns; or
• certain disclosures of directors’ remuneration specified by law are not made; or
• we have not received all the information and explanations we require for our audit.

Responsibilities of governors
As explained more fully in the trustees’ responsibilities statement on page 7 of the Annual Report, the trustees (who are also the directors of the charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the governors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
In preparing the financial statements, the trustees are responsible for assessing the charity’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the governors either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor’s responsibilities for the audit of the financial statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council’s website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor’s report.

Use of our report
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 charity and the charitable members as a body, for our audit work, for this report, or for the opinions we have formed.

[Signature]
John Duncan (Senior Statutory Auditor)
for and on behalf of Gilbert Allen & Co,
Statutory Auditor
Chartered Accountants

Dated: 15/3/19

Churchdown Chambers
Bordyke
Tonbridge
Kent TN9 1NR
THE ENA MAJKIN EDUCATIONAL TRUST
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST AUGUST 2018

<table>
<thead>
<tr>
<th>Notes</th>
<th>Unrestricted funds</th>
<th>2018</th>
<th>2017</th>
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<tbody>
<tr>
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<td>£</td>
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<tr>
<td>Incoming resources</td>
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<td>Income and endowments from:</td>
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<td>Charitable activities</td>
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<td>2,417,239</td>
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<tr>
<td>Total</td>
<td></td>
<td>2,527,380</td>
<td>2,417,239</td>
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<tr>
<td>Net incoming resources for the year</td>
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<td>161,370</td>
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<tr>
<td>Net movement in funds</td>
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<td>96,577</td>
<td>161,370</td>
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<td>Balances brought forward at 1 September</td>
<td></td>
<td>4,751,078</td>
<td>4,589,708</td>
</tr>
<tr>
<td>Balances carried forward at 31 August</td>
<td>11</td>
<td>4,847,655</td>
<td>4,751,078</td>
</tr>
</tbody>
</table>
THE ENA MAKIN EDUCATIONAL TRUST
(A COMPANY LIMITED BY GUARANTEE)
PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31ST AUGUST 2018

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted funds</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2018</td>
<td>2017</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(£)</td>
<td>(£)</td>
<td></td>
</tr>
<tr>
<td>Gross income</td>
<td>2,623,957</td>
<td>2,578,609</td>
<td></td>
</tr>
<tr>
<td>Total expenditure</td>
<td>(2,527,380)</td>
<td>(2,417,239)</td>
<td></td>
</tr>
<tr>
<td>Surplus for Companies Act purposes</td>
<td><strong>96,577</strong></td>
<td><strong>161,370</strong></td>
<td></td>
</tr>
</tbody>
</table>

This information has been derived from the Statement of Financial Activities on page 12.
THE ENA MAKIN EDUCATIONAL TRUST  
(A COMPANY LIMITED BY GUARANTEE)  
BALANCE SHEET  
AS AT 31 AUGUST 2018

<table>
<thead>
<tr>
<th>Notes</th>
<th>Unrestricted funds</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2018</td>
</tr>
<tr>
<td></td>
<td>£</td>
</tr>
<tr>
<td>Fixed assets</td>
<td></td>
</tr>
<tr>
<td>Tangible fixed assets</td>
<td>8</td>
</tr>
<tr>
<td>Current assets</td>
<td></td>
</tr>
<tr>
<td>Debtors</td>
<td>9</td>
</tr>
<tr>
<td>Cash at bank and in hand</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Creditors:</td>
<td></td>
</tr>
<tr>
<td>Amounts falling due within one year</td>
<td>10</td>
</tr>
<tr>
<td>Net current assets</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Total net assets</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Funds of the charity</td>
<td></td>
</tr>
<tr>
<td>Unrestricted funds</td>
<td>11</td>
</tr>
<tr>
<td>Fixed asset reserve</td>
<td></td>
</tr>
<tr>
<td>Revenue reserve</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The notes on pages 16 to 19 form part of these financial statements.

The financial statements on pages 12 to 19 were approved by the Board of Governors and were signed on its behalf by:

Jonathan Sorrell  
Dated: 12/3/19
THE ENA MAKIN EDUCATIONAL TRUST
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST AUGUST 2018

<table>
<thead>
<tr>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>161,370 Operating profit</td>
<td>96,577</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Reconciled to cash generated from operations:</td>
<td></td>
</tr>
<tr>
<td>121,314 Depreciation</td>
<td>122,115</td>
</tr>
<tr>
<td>179 Cash outflow due to increase in debtors</td>
<td>(5,637)</td>
</tr>
<tr>
<td>(7,406) Cash inflow due to increase in creditors</td>
<td>20,096</td>
</tr>
<tr>
<td><strong>114,087</strong> Cash generated from operations</td>
<td><strong>136,574</strong></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Application of cash</td>
<td></td>
</tr>
<tr>
<td>(135,997) Payments to acquire tangible fixed assets</td>
<td>(91,348)</td>
</tr>
<tr>
<td>(135,997)</td>
<td></td>
</tr>
<tr>
<td>139,460 Increase in cash</td>
<td>141,803</td>
</tr>
<tr>
<td>1,294,878 Bank balance at 1st September</td>
<td>1,434,338</td>
</tr>
<tr>
<td><strong>1,434,338</strong> Bank balance at 31st August</td>
<td><strong>1,576,141</strong></td>
</tr>
</tbody>
</table>
1. COMPANY STATUS

The Ena Makin Education Trust is a Company limited by guarantee. The liability of the members is limited to £1 each in the event of the Company being wound up. The Company has five members. The Company is a registered charity, number 307931.

2. ACCOUNTING POLICIES

a) Basis of accounting

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2015), and in accordance with Financial Reporting Standard 102 (FRS 102). The Ena Makin Educational Trust is preparing its financial statements in accordance with FRS102 for the first time and consequently applied the first time adoption requirements. An explanation of how this transition has affected these financial statements is provided in note 14. The trustees are satisfied that the Trust has adequate resources to continue in operation for the foreseeable future and, accordingly these financial statements have been prepared on the basis that the Ena Makin Educational Trust is a going concern.

b) Fees

Fees receivable represent the invoiced value of tuition and associated fees.

c) Tangible fixed assets

Fixed assets in use by the school are not revalued. Provision is made for depreciation on all tangible fixed assets at rates calculated to write off the cost or valuation, less estimated residual value, of each asset over its expected useful life, as follows:

- Freehold buildings: 2% per annum on cost
- Fixtures, fittings and equipment: 10% per annum on cost
- Computer equipment: 25% per annum on cost
- Motor vehicles: 25% per annum on cost

d) Expenditure

All expenditure is accounted for on accruals basis. Expenditure is allocated directly to the appropriate expense headings. The irrecoverable element of VAT is included with the item of expense to which it relates.

e) Teaching costs

Supplies of games equipment, books, stationery and sundry materials are written off when the expenditure is incurred.

f) Allocation of support and governance costs

Support and governance costs have all been allocated to Expenditure on Charitable Activities.

g) Charitable Activities

Charitable Activities include teaching, establishment and administration costs as well as finance charges.
3. OTHER INCOME

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donation from Friends of Granville</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Sundry income</td>
<td>17,540</td>
<td>6,942</td>
</tr>
<tr>
<td></td>
<td>17,540</td>
<td>19,829</td>
</tr>
</tbody>
</table>

4. BURSARIES

Bursaries during the year amounted to £51,912 (2017 £43,128).

5. EXPENDITURE

Direct charitable expenditure includes:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation of owned assets</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td></td>
<td>122,115</td>
<td>121,314</td>
</tr>
</tbody>
</table>

The analysis of Charitable Expenditure is shown on the detailed Statement of Financial Activities.

6. ANALYSIS OF CHARITABLE EXPENDITURE AND SUPPORT COSTS

<table>
<thead>
<tr>
<th>Cost type</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teaching</td>
<td>1,660,163</td>
<td>1,594,136</td>
</tr>
<tr>
<td>Establishment</td>
<td>444,688</td>
<td>376,684</td>
</tr>
<tr>
<td>Administration</td>
<td>247,308</td>
<td>265,780</td>
</tr>
<tr>
<td>Finance charges and other</td>
<td>161,584</td>
<td>151,195</td>
</tr>
<tr>
<td>Governance costs</td>
<td>13,637</td>
<td>29,444</td>
</tr>
<tr>
<td>Total Expenditure on Charitable Activities</td>
<td>2,527,380</td>
<td>2,417,239</td>
</tr>
</tbody>
</table>

All support costs have been allocated to Charitable Activities.

7. STAFF COSTS

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and wages</td>
<td>1,423,516</td>
<td>1,322,953</td>
</tr>
<tr>
<td>Social security costs</td>
<td>164,475</td>
<td>184,058</td>
</tr>
<tr>
<td>Pension contributions</td>
<td>169,206</td>
<td>172,154</td>
</tr>
<tr>
<td></td>
<td>1,757,197</td>
<td>1,679,165</td>
</tr>
</tbody>
</table>

The average number of employees in the year was:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>57</td>
</tr>
<tr>
<td>2017</td>
<td>53</td>
</tr>
</tbody>
</table>

There was 1 employee receiving employee salary and benefits between £140,000 and £150,000 during the year (2017: 1 employee receiving benefits between £130,000 and £140,00).

There was 1 employee receiving employee salary and benefits between £60,000 and £70,000 during the year. (2017 No other employees received employee salary and benefits of more than £60,000).

The governors received no remuneration.
8. TANGIBLE FIXED ASSETS

<table>
<thead>
<tr>
<th></th>
<th>Freehold land and buildings £</th>
<th>Furniture and equipment £</th>
<th>Total £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cost</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 September 2017</td>
<td>4,518,765</td>
<td>454,393</td>
<td>4,973,158</td>
</tr>
<tr>
<td>Additions</td>
<td>30,012</td>
<td>61,336</td>
<td>91,348</td>
</tr>
<tr>
<td>Disposals</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>31 August 2018</td>
<td><strong>4,548,777</strong></td>
<td><strong>515,729</strong></td>
<td><strong>5,064,506</strong></td>
</tr>
<tr>
<td><strong>Depreciation</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 September 2017</td>
<td>1,053,929</td>
<td>371,936</td>
<td>1,425,865</td>
</tr>
<tr>
<td>Charge for year</td>
<td>92,864</td>
<td>29,251</td>
<td>122,115</td>
</tr>
<tr>
<td>On disposals</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>31 August 2018</td>
<td><strong>1,146,793</strong></td>
<td><strong>401,187</strong></td>
<td><strong>1,547,980</strong></td>
</tr>
<tr>
<td><strong>Net book values</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31 August 2018</td>
<td><strong>3,401,984</strong></td>
<td><strong>114,542</strong></td>
<td><strong>3,516,526</strong></td>
</tr>
<tr>
<td>31 August 2017</td>
<td><strong>3,464,856</strong></td>
<td><strong>82,457</strong></td>
<td><strong>3,547,323</strong></td>
</tr>
</tbody>
</table>

9. DEBTORS

<table>
<thead>
<tr>
<th></th>
<th>2018 £</th>
<th>2017 £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepayments</td>
<td>17,934</td>
<td>12,297</td>
</tr>
</tbody>
</table>

10. CREDITORS: Amounts falling due within one year

<table>
<thead>
<tr>
<th></th>
<th>2018 £</th>
<th>2017 £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxation and social security</td>
<td>37,879</td>
<td>38,386</td>
</tr>
<tr>
<td>Other creditors (including pupil deposits)</td>
<td>182,500</td>
<td>115,567</td>
</tr>
<tr>
<td>Accruals and deferred income</td>
<td>42,567</td>
<td>88,897</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>262,946</strong></td>
<td><strong>242,850</strong></td>
</tr>
</tbody>
</table>
11. UNRESTRICTED FUNDS

<table>
<thead>
<tr>
<th></th>
<th>Balance 1 September 2017</th>
<th>Incoming resources</th>
<th>Resources expended</th>
<th>Transfers re tangible assets</th>
<th>Balance 31 August 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed asset reserve</td>
<td>£3,547,293</td>
<td>-</td>
<td>(122,115)</td>
<td>91,348</td>
<td>£3,516,526</td>
</tr>
<tr>
<td>Revenue reserve</td>
<td>£1,203,785</td>
<td>£2,623,957</td>
<td>(2,405,265)</td>
<td>(91,348)</td>
<td>£1,331,129</td>
</tr>
<tr>
<td></td>
<td><strong>£4,751,078</strong></td>
<td><strong>£2,623,957</strong></td>
<td><strong>(2,527,380)</strong></td>
<td></td>
<td><strong>£4,847,655</strong></td>
</tr>
</tbody>
</table>

12. TRUSTEES' REMUNERATION AND EXPENSES

Trustees are not remunerated for their services. During the year £493.43 of expenses were paid or reimbursed to the trustees in the year (2017: £0)

13. RECONCILIATION WITH PREVIOUSLY GENERALLY ACCEPTED ACCOUNTING PRACTICE

In preparing the accounts, the trustees considered whether in applying the accounting policies required by FRS102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required.

14. PENSION COSTS

The school's employees belong to one of two principal employee schemes.

(a) Legal and General, which is a defined contribution scheme for non-teaching staff.
(b) Teachers' Pension Scheme (TPS) for teaching staff which is a multi-employer defined benefit scheme. Because the trustees are unable to determine the extent of any liability in the scheme it is treated as a defined contribution scheme in accordance with FRS102.

The employer's pension contribution paid to TPS in the period amounted to £133,281 (2017 £130,446). A copy of the valuation report and supporting documentation is on the Teachers' Pension website.

Contributions amounting to £Nil were payable to the schemes as at 31 August 2018 (2017 £Nil), and included within creditors.