

action tutoring



Action Tutoring Ltd

Annual Report and Financial Statements for the year ended 31st August 2020

Registered charity Number 1147175

Company Number 08105978

Action Tutoring, The Dock, Tobacco Quay, Wapping Lane, London E1W 2SF

Contents

Trustees' Report:

From the Chair	page 3
Charitable aims and objectives	page 4
Delivery of aims and objectives	page 5
How the activity delivers public benefit	page 5
Summary of activity	page 6
Impact	page 8
Fundraising activity	page 11
Funders	page 12
Financial review	page 14
Structure, governance and management	page 15
Future plans	page 16
Legal and administrative details	page 17
Statement of Trustees' responsibilities	page 18

Independent auditors' report	page 19
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Financial Statements:

Statement of Financial Activities for the year ended 31 August 2020	page 22
Balance Sheet as at 31 August 2020	page 23
Statement of cash flows for the year ended 31 August 2020	page 24
Notes to the financial statements for the year ended 31 August 2020	page 25

TRUSTEES' REPORT

From the Chair



As has been the case globally, 2019-20 certainly didn't pan out in the way that was initially planned. However, I am delighted to share this report, which highlights how Action Tutoring has risen to the many challenges and has adapted to continue to deliver on its mission to benefit disadvantaged pupils, at a time when this support has never been more needed.

The start of the academic year saw Action Tutoring successfully launch in its eighth city, Nottingham, partnering with three schools initially and now set to expand significantly further. The earlier part of the year also saw significant growth outside of London, something we have been keen to prioritise, recognising the increased attainment gap and needs outside of the capital.

A board strategy day in November had discussed and agreed the importance of developing an online delivery option for our programme, identifying this as a key route to scale beyond our current cities. In January and February we commissioned a consultant to carry out further research into the feasibility of this.

School closures in March 2020 saw significant disruption, as sadly all of our face to face programmes ceased. However, given the work already begun looking at the feasibility of online delivery, we rapidly put plans in place for an online pilot. Following significant rapid planning we delivered this with six partner schools, across three cities, in the summer term. As well as providing these pupils with crucial support, we were able to learn huge amounts from this pilot, to be ready to roll out online delivery considerably further in autumn 2020.

In addition to the practical work of online delivery, Action Tutoring became heavily involved in campaigning for catch up support for disadvantaged pupils following the pandemic. Our CEO was invited to give evidence in early June to the Government's Education Select Committee, on the impact of Covid-19 on pupils and specifically to share how a model like Action Tutoring could be rolled out more widely. Shortly after this, the Government confirmed funding for a National Tutoring Programme and at the time of writing, in November 2020, we are delighted to confirm that we have been accepted as a provider of this important programme. All of this campaigning work also attracted significant media attention, including coverage on the BBC, ITV and Channel 5 the day the National Tutoring Programme was announced and other features on Radio 4's the PM programme and Woman's Hour. It has been very encouraging to see this prompting many new volunteer tutors to apply and new schools coming forward to partner with us.

As we head into 2020-21 we look forward to being part of the National Tutoring Programme and playing a vital role in supporting pupils from disadvantaged backgrounds to achieve with the support of hundreds of high quality volunteer tutors up and down the country - a goal that has always been core to us, but is now needed more than ever.

Peter Baines, Chair of Trustees, November 2020

Charitable aims and objectives

Action Tutoring aims to support pupils from disadvantaged backgrounds to achieve a meaningful level of academic attainment, with a view to enabling them to progress to further education, employment or training. It does this by providing high-quality volunteer tutors to work with pupils, increasing their subject knowledge, confidence and study skills.

Action Tutoring seeks to tackle socio-economic disadvantage by making the benefits of tuition more widely accessible, and to enable more young people to reach their potential in life, regardless of their background.

The charity's aims are to support people in education through:

- The provision of tutors to provide academic support to pupils preparing for exams;
- Partnerships with schools; and
- The encouragement of pupils, raising aspirations and confidence in addition to academic support.

Action Tutoring works in partnership with non-selective state primary and secondary schools where a higher than average percentage of pupils are eligible for Pupil Premium funding.

Within those schools, Action Tutoring specifically supports the following groups:

Primary schools	Secondary schools
<ul style="list-style-type: none"> • Pupils eligible for Pupil Premium¹ funding or pupils who might otherwise be considered disadvantaged. • Year 5 and Year 6 pupils preparing for their English and maths SATs. • Pupils at risk of leaving school not reaching national standards in either or both subjects. 	<ul style="list-style-type: none"> • Pupils eligible for Pupil Premium funding or pupils who might otherwise be considered disadvantaged. • Year 10 and Year 11 pupils preparing for their English and maths GCSEs. • Pupils on the grade 4² borderline at GCSE who are at risk of leaving school without basic qualifications, especially in English and maths.

Through the provision of tutoring Action Tutoring aims to achieve the following:

<ul style="list-style-type: none"> • Increase the number of pupils leaving primary school reaching national standards in English and maths. • Increase pupils' confidence, study skills and aspirations. • Ensure pupils start secondary school on a firm footing and with the best possible chance of going on to achieve in their GCSEs. 	<ul style="list-style-type: none"> • Increase the number of pupils leaving secondary school with a minimum of five strong GCSEs (grade 4 or 5), including English and maths. • Increase the number of pupils going on to further education, employment or training as a result of leaving school with basic GCSE qualifications. • Increase pupils' confidence, study skills and aspirations.
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¹ This includes all pupils who have been eligible for Free School Meals (FSM) in the last six years.

² In 2016-17 the GCSE grading system changed to 9-1, with the new standard 'pass' grades set at a grade 4.

Delivery of aims and objectives

Action Tutoring's programmes are delivered in partnership with schools. A 'programme' is a term of tutoring, composed of 8-10 weeks of hour long sessions with a high-quality volunteer tutor. The schools are responsible for identifying the pupils to take part in the programme and the selection is discussed with Action Tutoring to ensure it corresponds with the charity's guidelines.

Action Tutoring recruits high-quality volunteer tutors, who volunteer for a minimum of an hour a week for a term, at one of the charity's partner schools. All volunteers attend a training and induction session prior to beginning their tutoring and complete a DBS check. Volunteer tutors come from a wide range of backgrounds including, but not limited to, university students, working professionals and retired individuals.

All Action Tutoring volunteers must meet the organisation's minimum requirements for academic achievements and skills developed: educated to degree level or studying towards a degree, B or above at A Level in the subject they wish to tutor (or a close equivalent), evidence of strong communication skills and some experience of working with young people or a strong understanding of the skills needed to work with young people.

Action Tutoring provides carefully structured resources for volunteer tutors, tailored to the curriculum, that can be adapted to the needs of individual pupils. Quality assuring the delivery of the tutoring sessions, resources, volunteer training and ongoing support is a key priority for the charity. Alongside this, robust impact measurement and evaluation is paramount. This is done in a number of ways: including carrying out baseline and interim assessments with pupils, which also help to inform key subject areas to focus tutoring on; and data sharing and analysis with partner schools including demographic data, the grades pupils are currently working at and eventual SATs or GCSE results.

The Senior Management Team and Trustees review the aims and activities of the charity each year to ensure that every area of the work it carries out benefits those the charity seeks to help.

The Trustees confirm they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commission general guidance on public benefit.

How Action Tutoring's activity delivers public benefit

Action Tutoring provides the opportunity for disadvantaged young people to benefit from 1:2 tuition, to increase their academic performance, study skills and confidence. It aims to equip pupils to leave school with the grades necessary to either excel at secondary school or to go on to further education, employment or training post school, with the intention of breaking the cycle of poverty and enabling them to contribute to society.

Action Tutoring partners with schools with a higher than average percentage of pupils eligible for Pupil Premium funding, to ensure that the support is getting to the most disadvantaged young people. Schools are then asked to particularly prioritise giving places on the programme to their Pupil Premium pupils.

Action Tutoring supports pupils by providing them with a volunteer tutor who will work within Action Tutoring's resources framework, to deliver personal tutorials relevant to their pupil's needs. Pupils

referred to Action Tutoring will be at risk of leaving secondary school without basic GCSE qualifications or at risk of leaving primary school without reaching national standards, and would not otherwise have access to private tutoring to support them in their education.

Summary of activity

In 2019-20, Action Tutoring began the year by increasing its delivery in its existing seven cities and launching its programme in an eighth, Nottingham. The charity also worked to further embed its primary and secondary programmes in schools.

Unfortunately, in March 2020 the Covid-19 pandemic struck and schools were forced to close resulting in Action Tutoring ceasing formal tutoring delivery for the remainder of the academic year.

Below is a summary of schools, programmes and revision days delivered (or underway), up to the school closures, in 2019-20:

Region	Primary schools	Secondary schools	Total (variation from 2018-19)	Programmes (a programme consists of 8-10 weeks of hour long tutoring sessions)	Revision days (those listed as planned but not delivered were cancelled due to the school closures as a result of Covid-19)
Birmingham	3	6	9 (+2)	19	2 planned
Bristol	6	4	10 (no change)	22	3 planned
Liverpool		7	7 (+3)	14	1 delivered
London	34	17	51 (+2)	113.5	12 planned, of which 1 was delivered
Newcastle	1	3	4 (no change)	12	2 planned
Nottingham		3	3 (+3)	4	-
Sheffield	1	4	5 (+1)	9	-
Sussex	2	4	6 (no change)	11	-
Total	47	48	95 (+11)	204.5	20 planned 2 delivered

Each programme consisted of approximately 8-10 volunteer tutors working with up to 20 pupils for a term. Most schools initially opted to run either two or three programmes over the course of the year, but programme delivery was halted ahead of the Easter break following the school closure announcement.

Revision days are run as an individual day of intensive revision support, usually for a group of 20 pupils, including pupils on the regular Action Tutoring programmes. They run for a whole school day, usually in the period just before the exams, with a volunteer tutor offering intensive revision support to small groups of pupils.

The table below highlights the unique numbers of pupils and volunteers Action Tutoring worked with from September 2019 to 31st March 2020. Whilst attracting new volunteers will always need to be a priority, ultimately the charity wants to encourage people to remain as volunteers, reducing the need for continued recruitment over time. In addition to doing more than one term of tutoring, some volunteers also volunteered on more than one programme during the same term. The majority of the primary school programmes ran before working hours, providing a viable volunteering option for many of the corporate volunteers who work full time.

Region	Primary pupils	Secondary pupils	Total pupils (variation from 2018-19)	Volunteer tutors (variation from 2018-19)
Birmingham	69	141	210 (+48)	117 (+30)
Bristol	111	108	219 (-129)	130 (+13)
Liverpool	0	160	160 (+79)	76 (+29)
London	607	510	1,117 (-392)	558 (-117)
Newcastle	18	86	104 (-51)	62 (-11)
Nottingham	0	60	60 (+60)	29 (-)
Sheffield	24	88	112 (+26)	57 (+4)
Sussex	41	85	126 (-31)	69 (-4)
Total	870	1,238	2,108 (-418)	1,098 (-53)
Rough projection of final year total (if schools hadn't shut)	-	-	2,900	1,180

Of those primary school pupils supported, 90% were eligible for Pupil Premium funding (have received Free School Meals in the last six years) or met one of Action Tutoring's exceptions criteria³. This is from data returned for 96% of the pupils the charity supported. Of the primary school pupils supported, 75% were working towards or much lower than expected standard in their year group.

Of those secondary school pupils tutored, 89% were eligible for Pupil Premium funding or met one of Action Tutoring's exceptions criteria. This is from data returned for 90% of the pupils the charity supported. Of the secondary school pupils supported, 87% began the programme working between grades 3 to 5 (in 2019-20 Action Tutoring removed grade 2 from its criteria of pupils it supports).

³ This includes, but is not limited to, factors such as: parents not wanting to claim free school meals, those newly arrived in the country who don't yet have the paperwork to register for Free School Meals, teenage pregnancy, gang involvement and those with parents known to be abusing substances or in prison.

Impact



“I like tutoring because they kind of like ‘step it up’. They teach me words that I never really experienced...”

I think my tutor is very nice. He makes it simple for me to understand and he’s great.

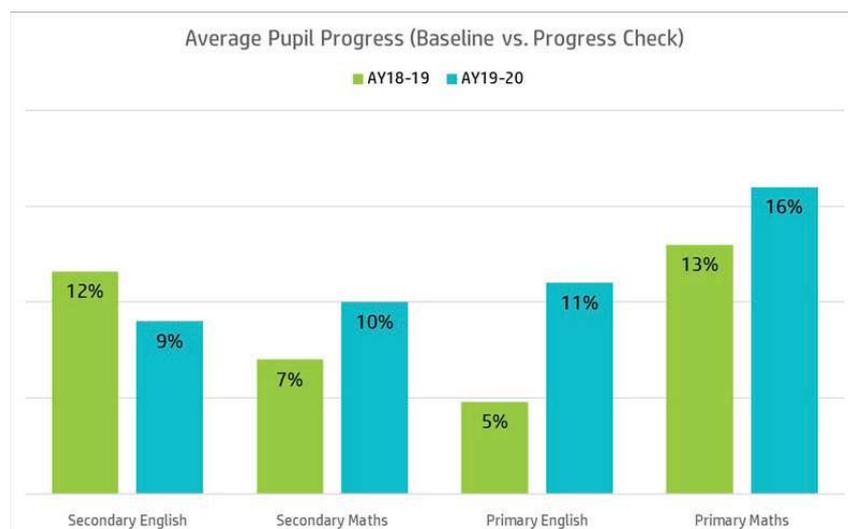
[I think other people should have tutoring] because it could help them a lot if they don’t understand certain things, because you have a baseline assessment – so they kind of go through things we need to go through and I think tutoring just helps with that a lot.”

Matheo, primary school pupil, London

Pupil progress and exam results

Pupils sit a baseline assessment at the start of their programme and a progress check in February, roughly halfway through their time with Action Tutoring.

The chart below shows the % progress made between these two assessments, comparing the results from the 2019-20 cohort against the 2018-19.



Analysis shows pupils made +12% progress on average compared to their baseline assessment score, which is also an improvement on the previous academic year, which was +9% on average.

Due to the Covid-19 pandemic, the 2020 SATs tests for Year 6 pupils were cancelled. As a result, Action Tutoring was unable to analyse the impact its support had on this cohort.

GCSE results were awarded, using centre assessment grades (CAGs). Action Tutoring has delayed requesting this data from schools to allow them time to settle into the Covid-disrupted autumn term. Analysis for this should be included in the Action Tutoring 2019-20 Impact Report.

Volunteer, pupil and teacher feedback

Pupils

- 95% of pupils said they would recommend Action Tutoring sessions to other pupils in their year.
- The average score from pupils rating how well their tutor understood the subject and how well they could explain it was 4.2 out of 5.

Tutors

- 96% of tutors would volunteer with us again and would recommend us to a friend or colleague.
- The average score for tutors rating the quality of organisation, communication and professionalism of Action Tutoring Programme Coordinators was 4.7 out of 5.

Teachers

- All schools either agreed or strongly agreed that the Action Tutoring staff leading the delivery of the programme were well organised.
- The average score from schools rating the quality of communications from Action Tutoring staff was 4.8 out of 5.
- 97% of schools would recommend Action Tutoring to another school.

Volunteer tutor demographics

In 2019-20 tutors were recruited from a wide range of sources. All tutors are expected to:

- Have achieved a grade B or above at A Level (or equivalent qualification) in the subject they wished to tutor or demonstrate sufficient knowledge in the subject.
- Be studying for or have earned a degree.
- Demonstrate strong communication skills.
- Demonstrate experience or interest in working with young people.

Volunteers came from the following main groups:

- 39% university students.
- 39% professionals working full or part time.
- 10% retired individuals.
- 12% not currently in employment or selected 'other' under occupation.

“My tutor helps me a lot. He helps me memorise the formulas and the things I am stuck on in class. He knows everything. He always helps. He can relate to us basically, and it’s like he can understand us and what we go through in school. [Through Action Tutoring] I want to gain good grades in my GCSEs. I want to study engineering in college and try to get an apprenticeship. And this is going to help me.”



Robert, secondary school pupil

Additional activity

Intensive revision days

Action Tutoring’s main activity is to deliver regular tutoring programmes to disadvantaged pupils. In addition to the term-time tutoring programmes delivered, intensive revision days were also planned to be delivered in spring 2020 to give pupils some final preparation and support before their exams.

Action Tutoring had scheduled 20 revision days, across five regions (Birmingham, Bristol, Liverpool, London and Newcastle) but unfortunately only two were delivered, in Liverpool and London. All others were cancelled due to Covid-19 and the school closures.

Action Tutoring was incredibly grateful for the support of its corporate partners who put forward staff members to tutor on these days, including: Natwest, JP Morgan, Hillwood, the Department for Education, BlackRock, Maven and Wellington.

Since Covid-19

Whilst sadly all Action Tutoring programmes had to cease when schools closed in March, the charity rapidly turned its attention to two main areas:

1. Developing an online model for its programme.
2. Campaigning for catch up support from the Government for disadvantaged pupils.

Throughout April and early May, significant time was spent researching the best online platforms, before the decision was made to commission Vedamo. It was important for the charity to thoroughly review all options and ensure the chosen platform would be: a sustainable solution for long term support, not a short term fix; achieve a tutoring set up that is as close to face to face delivery as possible and would meet all the necessary requirements around GDPR and safeguarding.

From early June Action Tutoring began offering online tutoring to six partner schools, working with over 80 pupils and supported by over 60 volunteer tutors. While this was an opportunity to provide valuable academic support to these pupils, it also provided key learning opportunities about how online programmes could be most effective and how they could be scaled for future delivery.

Action Tutoring was delighted that so many funders supported the swift development of its online programme. This testing phase formed part of a wider pilot with three other tutoring organisations, looking into the wider feasibility of online tutoring. This study was evaluated by NatCen and was found to help pupils increase their confidence in their school work and benefit from the flexibility of learning at their own pace.

Alongside this development work, Action Tutoring joined with other organisations in the sector, particularly through the Fair Education Alliance, to campaign for catch up support for pupils. This work culminated in the Government announcing funding for a National Tutoring Programme in mid-June. In early June it was a huge honour for Action Tutoring to be asked to give evidence to the Government’s Education Select Committee on the impact of Covid-19 on disadvantaged pupils and to share how a similar tutoring model could be rolled out more widely.



“Online tutoring with Action Tutoring has allowed pupils to get personalised intervention in maths, increasing their engagement in a subject they don’t find easy. The few weeks of online tutoring (in June and July) has made a huge difference in their confidence and attainment in key topics in maths.”

Rakhee Dattani, Head of Maths at Arts and Media School, London

Further analysis from Action Tutoring’s activities in 2019-20 will be available in the Impact Report, released in spring 2021.

Fundraising activity

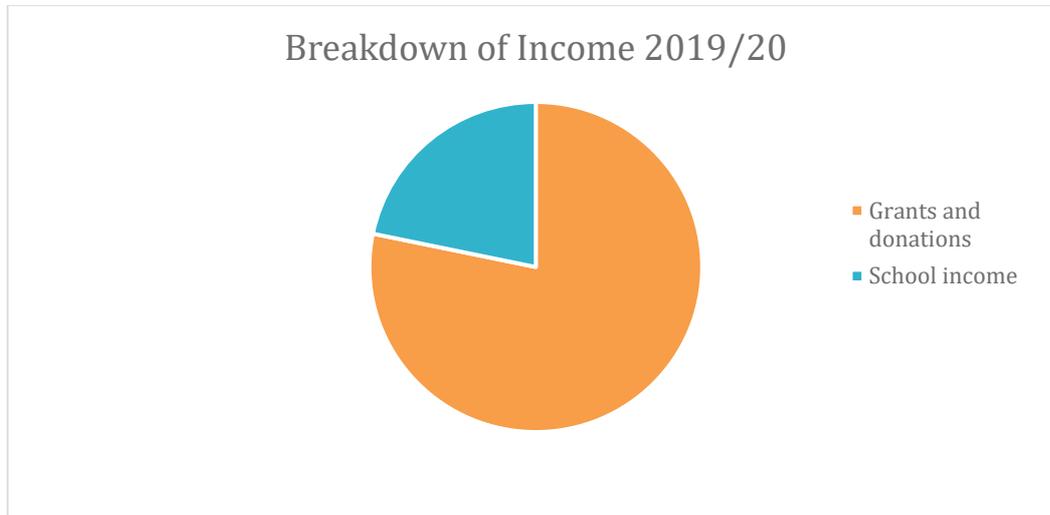
The total income for the year was £1,421,911. This represents an increase in income by 5% on 2018-19 if it was prorated for 12 month period. 2018-19 was a 14 month period compared to 12 months in 2019-20 period.

Schools were asked to pay a contribution per programme⁴ per term, plus a contribution towards one off intensive revision days. Total school income for the year came to £309,180. This was significantly lower than originally forecast due to programmes not being able to run during the summer term. The income from schools covered 26% of the charity’s outgoings.

Given the loss of income from summer term programmes, additional fundraising activities were undertaken from April, including focusing on applying for regional grants and running an individual giving campaign. £50,823 was received in donations, including through participation in mass fundraising events. Grant income for 2019-20 came to £1,060,741, a decrease of £66,490 (6%) on the previous period; if 2018-19 was prorated for 12 month period, a decrease of £94,543 (10%) on the previous period. Additionally a number of regional funders supported us for the first time and several new and current funders supported

⁴ Each programme consists of 8-10 volunteer tutors working with up to 20 pupils, for a term.

us with additional grants to cover the costs of Covid-19 disruption and getting the online programme up and running.



No professional fundraisers were used in 2019-20 and Action Tutoring has not received any complaints regarding our fundraising activities. All fundraising is carried out by the Chief Executive Officer, supported by other staff.

Funders

Action Tutoring is incredibly grateful to the following grant and donation providers for the generous support they gave in 2019-20:

- Impetus
- Centrebridge
- UBS
- Betty Messenger Charitable Foundation
- The Hibbert Family Foundation
- KPMG
- Montpellier Foundation
- Wellington Management UK Foundation
- Johnson Foundation
- ORP Foundation
- Alan & Gill Gray Foundation
- Eleanor Rathbone Foundation
- Sussex Community Foundation
- The Fore
- Nesta
- EQ Foundation
- Camelia Botnar Foundation
- Dulverton Trust
- Rathbone Foundation
- Bedgebury Foundation
- The Worshipful Company of Insurers

- The Danson Foundation
- Advent International
- Fidelity Foundation
- A funder who wished to remain anonymous.

In addition, Action Tutoring is grateful to the individuals who supported the charity with donations, and to those who undertook fundraising events throughout the year. Together, individual giving, corporate giving and fundraising raised a total of £1,111,564.

“The Action Tutoring team is amazing and making a huge difference for our pupils. At parents evening, I had several parents comment on how positive the sessions have been for their child. So thank you - and here's to another term!”

Action Tutoring Link Teacher

In May 2018, Action Tutoring was delighted to sign a new three-year partnership with Impetus, which included a co-investment with Centrebridge. The second year of this agreement include support for the charity’s launch in Nottingham. Action Tutoring was incredibly grateful to receive additional support from Impetus during the period of online development too.

The funds from the Montpellier Foundation and the Hibbert Family Foundation were unrestricted and contributed to the core running costs, which are vital for the charity to operate and deliver. The Betty Messenger Foundation supported Action Tutoring with funding towards programme costs.

New funders this year included the Alan & Gill Gray Foundation, with whom Action Tutoring has signed a three year agreement, the EQ Foundation and Advent International. The charity has received funding in the past from the Fidelity Foundation and was pleased this year to sign a new agreement with them for the development of its online work.

During lockdown, some of the wider staff team got involved with fundraising and focused on approaching local trusts and foundations to support the charity’s work regionally. This proved successful, including receiving funding from the Bedgebury Foundation (Sussex), Rathbone Foundation (Liverpool) and Worshipful Company of Insurers (London) to give some examples.

Action Tutoring is immensely grateful to the funders who gave additional funding from March, once the pandemic began, to help the charity through this period and enable it to develop its online pilot programme. The following gave additional funding, on top of their pre-existing commitment:

- Wellington Management UK Foundation
- UBS
- Impetus
- Nesta
- Betty Messenger Charitable Foundation

In addition, the following new funders gave support for the online tutoring development during this time:

- The Fore
- Camelia Botnar Foundation
- Dulverton Trust
- Fidelity Foundation

Financial review

The total income for the year was £1,421,911. This was comprised of school contributions, grants, donations and sundry income.

The total expenditure for the year was £1,197,873 leading to a net surplus of £224,038.

Expenditure included the following:

- Staff salaries, national insurance contributions and pensions.
- Volunteer tutor costs; including production of tutoring resources, DBS checks and travel expenses.
- Advertising, marketing and promotions; particularly to recruit volunteer tutors and to target new partner schools.
- Development of the online programme.
- Office costs, including rent, rates and insurance.
- Professional fees, including audit and bookkeeping fees.

Please see Action Tutoring's Financial Statements 2019-20, from page 22 for further information.

Reserves policy

The charity's policy is to hold reserves for the purpose of protecting the work of the charity in the short term, should funding targets not be met or if the charity should need to cease or curtail its activities. At the end of the 2019-20 academic year Action Tutoring held £1,037,871 of unrestricted funds in its reserves. £430,000 of these have been transferred to designated funds as they represent funding for future years as part of multi-year grant funding settlements. This leaves £607,871 of unrestricted general funds.

It is the policy of the charity to maintain three months of full costs or nine months of net costs (minus school income), whichever is the larger. The reserves policy has been met in 2019-20. The reserves policy is reviewed annually where specific factors affecting the level of reserves are looked at, primarily contractual obligations for employees, with changes being made as necessary.

Going concern

Action Tutoring has been selected as a National Tutoring Programme (NTP) Tuition Provider, which provides access to additional funding of £1.8m to deliver programmes the 2020-21 year. Covid-19 impacts the logistics of programme delivery, however while schools remain open the programmes continue to run and Action Tutoring has an online tutoring offer. Based on the work we have done, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the Trustees continue to adopt the going concern basis in preparing the financial statements.

Structure, governance and management

Action Tutoring is a charitable company limited by guarantee, incorporated in May 2012 and registered as a charity in May 2012. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association.

Senior management

Responsibility for day-to-day operations and the leadership of the staff and volunteer team is delegated to the Senior Management Team, led by the Chief Executive Officer. The team is responsible for all day-to-day decisions affecting the charity. Decisions of a strategic or directional nature, including the employment of the senior staff, remain the responsibility of the Trustees. The Trustees are ultimately responsible for setting and approving remuneration of senior management and other staff. Remuneration is approved by the Trustees as part of the annual budget process.

Trustees keep up-to-date with charity regulation through reports from the Senior Management Team, which are presented as part of the main agenda in the Trustee meetings on a quarterly basis.

Trustees attend relevant training and are expected to share knowledge and best practice at Trustee meetings.

The charity has no subsidiaries and there were no related party transactions during the year other than noted in note 8. The Trustees give their time voluntarily.

In 2019-20 the work of Action Tutoring was carried out by 32 paid staff and 1,098 volunteer tutors.

Risk assessment

The Trustees of Action Tutoring are responsible for the management of the risks faced by the charity. Detailed consideration of risk is delegated to the Senior Management Team. Risks are identified annually and are monitored and controlled on an ongoing basis. The Trustees are satisfied that all major risks have been reviewed and procedures put in place to mitigate against those risks. Whilst procedures can mitigate against major risks, the Trustees cannot provide absolute assurance against those risks.

The Trustees recognise the importance of reviewing the risks associated within the charity and will review major risks such as the ongoing impact of Covid-19; risks of scaling online delivery; failure to achieve fundraising targets; the impact of the economic downturn on trust, foundation and corporate giving; loss of key staff; major shifts in government educational policy; and health and safety, on a regular basis.

Recruitment and training of Trustees

The recruitment of Trustees is carried out primarily through external recruitment, nominations from within the current Board and wider recommendation from other stakeholders, including schools and funders. In order to assess their personal competence and independence, a skills audit is conducted to measure their suitability for any vacancies on the Board. Appointments are made by a vote of the existing members.

Action Tutoring was delighted to welcome Jatin Patel to the Board in October 2019. Jatin has previously held roles at Impetus and KPMG, in diversity and social equality, and brings a wealth of relevant knowledge and experience. In September 2019 Doug Heard resigned from the Board ahead of his relocation and in January 2020 Frances Beckett resigned at the end of her term.

Future plans and aims

At the time of writing, Action Tutoring is delighted to have been recently announced as a National Tutoring Programme (NTP) Tuition Provider. The selection process for this was rigorous and it is a strong indicator of the charity's experience and the quality of its provision to have been accepted as a recognised provider. As a result of this additional NTP funding, Action Tutoring has ambitious plans during 2020-21 to double its delivery to reach nearly 5,300 pupils over the course of the year.

Most of this growth will focus in Action Tutoring's existing geographies, where there is still plenty of potential to deepen its reach. The charity's online programme provides an opportunity to work in a wider geographical area from its existing eight cities, particularly to partner with schools further from the city centres, where it may be harder to recruit volunteers. Rapidly scaling up its online delivery, especially in light of Covid-19 disruptions, will be a key focus for the year.

In order to deliver on these goals the charity is rapidly growing its staff team. In addition to recruiting new Programme Coordinators, it has also added new roles to its Marketing Team, to ensure it can recruit enough volunteer tutors for delivery, and has increased its back office support.

The impact of the pandemic is significant. Action Tutoring's work has never been more needed as schools and pupils seek to catch up on the lost learning time from school closures. There is a long road ahead for pupils of all ages and the charity recognises that this catch up is unlikely to be fully achieved in a year. In light of this Action Tutoring is campaigning, along with other education charities, for the NTP to be extended beyond its first year so that more pupils can benefit from this vital support.

Legal and administrative details as at 31st August 2020

Registered name and address

Action Tutoring Ltd, The Dock, Tobacco Quay, Wapping Lane, London E1W 2SF

Registered Charity Number

1147175

Registered Company Number

08105978

Trustee Board

For the purposes of the Companies Act 2006, the Board of Trustees is regarded as the Board of Directors of the company. The Trustees of the company throughout the year and to the date of signing this report are as follows:

Peter Baines (Chair)
Richard Aked (Treasurer)
Frances Beckett (resigned 31 January 2020)
Jo Conduit-Smith
Susannah Hardyman
Antony Hawkins
Douglas Heard (resigned 23 September 2019)
Tim Mungeam
Anna Paige
Jatin Patel (joined 24 October 2019)

Senior Management

Susannah Hardyman – Chief Executive Officer
Heather Taylor – Head of Operations and Finance (maternity leave 2020)
Dan Jones – Head of Operations and Finance (maternity cover 2020)
Adam Geach – Head of Delivery
Fleur Nicholson – Head of Marketing and Communications
Alice Chowen – London Manager (left March 2020)
Hannah Martin - Programme and Curriculum Manager (left March 2020)
Jen Fox - Director of Transformation, Impact and Quality (joined March 2020)

Bankers

HSBC, 8 Victoria Street, London, SW1 0ND

Independent Auditors

Goodman Jones LLP, 29-30 Fitzroy Square, Fitzrovia, London, W1T 6LQ

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Auditors

The auditors, Goodman Jones LLP, have indicated their willingness to continue in office. The Designated Trustees will propose a motion re-appointing the auditors at a meeting of the Trustees.

This report was approved by the Trustees, and signed on their behalf by:

Peter Baines

Peter Baines

Chair

Date: 7 December 2020

Independent Auditors' Report to the Members of Action Tutoring Ltd

Opinion

We have audited the financial statements of Action Tutoring Ltd (the 'Charity') for the year ended 31 August 2020 set out on pages 22 to 38, which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, 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 charitable company's affairs as at 31 August 2020 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 Charities Act 2011.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 charitable company'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 Annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; 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.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, 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 Trustees 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 charitable company'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 Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 Auditors' 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 Auditors' report.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditors' 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 its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

Goodman Jones LLP

Goodman Jones LLP

29/30 Fitzroy Square
London
W1T 6LQ

08-12-20
Date:.....

Goodman Jones LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 AUGUST 2020

		Unrestricted funds 2020 £	Designated funds 2020 £	Restricted funds 2020 £	12 months Total funds 2020 £	14 months Total funds 2019 £
	Note					
Income from:						
Donations and legacies	3	702,423	-	409,141	1,111,564	1,184,964
Charitable activities	4	290,700	-	18,480	309,180	390,109
Investments	5	1,167	-	-	1,167	610
Total income		994,290	-	427,621	1,421,911	1,575,683
Expenditure on:						
Charitable activities	6	857,682	-	340,191	1,197,873	1,200,822
Total expenditure		857,682	-	340,191	1,197,873	1,200,822
Net surplus/ (deficit) before other recognised gains and losses		136,608	-	87,430	224,038	374,861
Transfers between funds		(60,000)	60,000	-	-	-
Net movement in funds		76,608	60,000	87,430	224,038	374,861
Reconciliation of funds:						
Total funds brought forward		531,263	370,000	195,000	1,096,263	721,402
Net movement in funds		76,608	60,000	87,430	224,038	374,861
Total funds carried forward		607,871	430,000	282,430	1,320,301	1,096,263

The notes on pages 25 to 38 form part of these financial statements.

ACTION TUTORING LTD

Company number: 08105978

Charity number: 1147175



BALANCE SHEET AS AT 31 AUGUST 2020

	Note	£	2020 £	£	2019 £
Fixed assets					
Tangible assets	9		24,940		5,811
Current assets					
Debtors	10	351,971		608,296	
Cash at bank and in hand		<u>1,103,858</u>		<u>583,204</u>	
		1,455,829		1,919,500	
Creditors: amounts falling due within one year	11	<u>(160,468)</u>		<u>(101,048)</u>	
Net current assets			<u>1,295,361</u>		<u>1,090,452</u>
Total net assets			<u>1,320,301</u>		<u>1,096,263</u>
Charity Funds					
Restricted funds	12		282,430		195,000
Unrestricted funds	12		607,871		531,263
Designated funds	12		<u>430,000</u>		<u>370,000</u>
Total funds			<u>1,320,301</u>		<u>1,096,263</u>

The Charity's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the Charity to obtain an audit for the period in question in accordance with section 476 of the Act. However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf, by:

Peter Baines

Peter Baines
Chair

Date: 7 December 2020

The notes on pages 25 to 38 form part of these financial statements.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 AUGUST 2020

		12 months ended 31 August 2020	<i>14 months ended 31 August 2019</i>
Note		£	£
Cash flows from operating activities			
	14	<u>546,941</u>	<u><i>(64,781)</i></u>
Cash flows from investing activities:			
		<u>(26,287)</u>	<u><i>(8,526)</i></u>
		<u>(26,287)</u>	<u><i>(8,526)</i></u>
		520,654	<i>(73,307)</i>
		<u>583,204</u>	<u><i>656,511</i></u>
	15	<u><u>1,103,858</u></u>	<u><u><i>583,204</i></u></u>

The notes on pages 25 to 38 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2020

1. General information

Action Tutoring Ltd is a charitable company, limited by guarantee, registered in England and Wales, and whose registered office address is The Dock, Tobacco Quay, Wapping Lane, London E1W 2SF. The Charity's objects are to support the education of pupils from disadvantaged backgrounds as stated in the Trustees' Report.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Action Tutoring Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in sterling, the functional currency of the Charity, and rounded to the nearest £.

The financial statements cover a period of 12 months. The comparative period covers a period of 14 months after the Charity extended its accounting period to coincide with the academic year.

2.2 Company status

The Charity is a company limited by guarantee. The members of the company are the Trustees named on page 17. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

2.3 Going concern

The Charity receives income by way of both contracts for services and voluntary income (in the form of grants from funders and donations from individuals).

During the year, operations have been affected by the Coronavirus outbreak, which has forced school closures and caused some programmes to cease during the year. Since the balance sheet date, schools have reopened and the Charity has adapted some programmes to be suitably run online. Additionally, as referenced in the Trustees Report, Action Tutoring has been selected as a National Tutoring Programme (NTP) Tuition Provider, which provides additional funding of £1.8m to deliver programmes 2020-21 year. Therefore, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the Trustees continue to adopt the going concern basis in preparing the financial statements.

2.4 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

2. Accounting policies (continued)

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2.5 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Grant income is recognised to the extent that the above criteria have been met together with any performance conditions attached to the grants. Grant income is deferred only to the extent that the Charity has yet to fulfil the related performance conditions.

Income receivable from schools under contracts is recognised to the extent that the services have been provided. Where income is received in advance, this is deferred until the services are performed.

Donated services or facilities are recognised when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the Charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the contributions of volunteers is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the Charity which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and overall governance and management of the Charity. All expenditure is inclusive of irrecoverable of VAT.

2. Accounting policies (continued)

2.8 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.9 Tangible fixed assets and depreciation

Tangible fixed assets costing £200 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Office equipment	-	2 year straight-line
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2.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.11 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within the Statement of financial activities as a finance cost.

2.13 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

3. Income from donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Donations	48,423	2,400	50,823	57,733
Grants	654,000	406,741	1,060,741	1,127,231
Total donations and legacies	702,423	409,141	1,111,564	1,184,964
<i>Total 2019</i>	<i>874,704</i>	<i>310,260</i>	<i>1,184,964</i>	

Within Grants are grants received from the government under the Coronavirus Job Retention Scheme. These total £20,125 (2019: Nil) and cover the period from March to May 2020.

4. Income from charitable activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Tuition and school support	290,700	18,480	309,180	390,109
<i>Total 2019</i>	<i>390,109</i>	<i>-</i>	<i>390,109</i>	

5. Investment income

	Unrestricted funds 2020 £	Restricted funds 2020 £	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Investment income	1,167	-	1,167	610
<i>Total 2019</i>	<i>610</i>	<i>-</i>	<i>610</i>	

6. Analysis of expenditure on charitable activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Tuition and school support	<u>857,682</u>	<u>340,191</u>	<u>1,197,873</u>	<u>1,200,822</u>
<i>Total 2019</i>	<u>1,085,562</u>	<u>115,260</u>	<u>1,200,822</u>	

7. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Support costs 2020 £	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Tuition and school support	<u>770,409</u>	<u>427,464</u>	<u>1,197,873</u>	<u>1,200,822</u>
<i>Total 2019</i>	<u>792,161</u>	<u>408,661</u>	<u>1,200,822</u>	

Analysis of direct costs

	Tuition and school support 2020 £	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Marketing	39,217	39,217	38,400
Travel and accommodation	20,656	20,656	24,651
Tutor resources	21,741	21,741	28,216
Volunteer expenses and training	8,251	8,251	11,756
DBS checks	10,060	10,060	10,083
Consultancy fees	5,666	5,666	7,250
Staff costs	656,897	656,897	671,805
Online tutoring	7,921	7,921	-
	<u>770,409</u>	<u>770,409</u>	<u>792,161</u>
<i>Total 2019</i>	<u>792,161</u>	<u>792,161</u>	

7. Analysis of expenditure by activities (continued)

Analysis of support costs

	Tuition and school support 2020 £	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Recruitment	5,425	5,425	4,139
Rent	71,401	71,401	102,538
Travel and accommodation	4,754	4,754	7,500
Training	11,133	11,133	11,838
Welfare	3,514	3,514	7,336
Insurance	2,691	2,691	3,293
Accountancy fees	5,775	5,775	3,291
Audit fees	7,800	7,800	7,800
Office costs	12,322	12,322	10,570
Sundry expenses	2,369	2,369	3,180
IT Costs	30,182	30,182	25,062
Legal and professional fees	6,033	6,033	18,125
Bank charges	729	729	196
Consultancy fees	18,065	18,065	16,085
Temporary Staff	-	-	9,190
(Profit)/loss on disposal	-	-	(1,374)
Bad debt	-	-	1,125
Staff costs	238,113	238,113	172,926
Depreciation	7,158	7,158	5,841
	427,464	427,464	408,661
<i>Total 2019</i>			408,661

8. Staff costs

Staff costs were as follows:

	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Wages and salaries	801,675	762,825
Social security costs	73,425	67,373
Other pension costs	19,910	14,533
	895,010	844,731

8. Staff costs (continued)

The average number of persons employed by the Charity during the period was as follows:

	12 months ended 31 August 2020 No.	<i>14 months ended 31 August 2019 No.</i>
Employees	32	26

No employee received remuneration amounting to more than £60,000 in either year.

During the year, total remuneration and benefits paid to key management personnel totalled £267,890 (2019: £302,393).

During the year, S Hardyman, a trustee (2019: S Hardyman, a trustee), received remuneration (including retirement benefits accruing in respect of defined contribution pension schemes) from the Charity for her role as Chief Executive and is included in the amounts payable to key management personnel. No remuneration was paid in respect of her role as a trustee.

None of the other trustees (2019: none) received any remuneration or benefits in kind. One trustee (2019: one trustee) received £34 (2019: £28) reimbursement of expenses.

9. Tangible fixed assets

Cost	Office equipment £
At 1 September 2019	20,297
Additions	<u>26,287</u>
At 31 August 2020	<u>46,584</u>
Depreciation	
At 1 September 2019	14,486
Charge for the year	<u>7,158</u>
At 31 August 2020	<u>21,644</u>
Net book value	
At 31 August 2020	<u><u>24,940</u></u>
At 31 August 2019	<u><u>5,811</u></u>

10. Debtors

	2020 £	2019 £
Due within one year		
Trade debtors	6,913	20,569
Other debtors	8,000	11,568
Prepayments and accrued income	337,058	576,159
	<hr/>	<hr/>
	351,971	608,296

11. Creditors: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	5,577	5,374
Other taxation and social security	19,971	15,737
Other creditors	5,598	3,942
Accruals and deferred income	129,322	75,995
	<hr/>	<hr/>
	160,468	101,048

	2020 £	2019 £
Deferred income at 1 September 2019	63,500	9,258
Resources deferred during the year	104,000	63,500
Amounts released from previous years	(63,500)	(9,258)
	<hr/>	<hr/>
Deferred income at 31 August 2020	104,000	63,500

Deferred income brought forward represents income receivable under contracts with schools for the provision of tutoring programmes after the balance sheet date. Deferred income carried forward represents grant income received in advance of performance conditions being met.

12. Statement of funds

Statement of funds - current year

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 August 2020 £
Designated funds					
Wellington	120,000	-	-	(40,000)	80,000
Hibbert	100,000	-	-	(50,000)	50,000
Montpelier	150,000	-	-	(75,000)	75,000
Advent	-	-	-	225,000	225,000
	<u>370,000</u>	<u>-</u>	<u>-</u>	<u>60,000</u>	<u>430,000</u>
General funds					
General Funds	<u>531,263</u>	<u>994,290</u>	<u>(857,682)</u>	<u>(60,000)</u>	<u>607,871</u>
Total Unrestricted funds	<u>901,263</u>	<u>994,290</u>	<u>(857,682)</u>	<u>-</u>	<u>1,037,871</u>
Restricted funds					
Sussex	-	5,000	(5,000)	-	-
Bedgebury Foundation	-	2,000	(2,000)	-	-
Dulverton Trust	-	16,666	(16,666)	-	-
Impetus	-	80,000	(53,820)	-	26,180
Allan & Gill Gray Foundation	-	80,000	(80,000)	-	-
Fidelity Foundation	-	138,810	-	-	138,810
Eleanor Rathbone	-	2,000	(2,000)	-	-
CJRS	-	20,125	(20,125)	-	-
UBS	-	47,520	(30,080)	-	17,440
UBS Emergency	-	22,000	(22,000)	-	-
Nesta	-	13,500	(13,500)	-	-
Tutor Resources	40,000	-	(40,000)	-	-
Betty Messenger Charitable Foundation	150,000	-	(50,000)	-	100,000
Johnson Foundation	<u>5,000</u>	<u>-</u>	<u>(5,000)</u>	<u>-</u>	<u>-</u>
	<u>195,000</u>	<u>427,621</u>	<u>(340,191)</u>	<u>-</u>	<u>282,430</u>
Total funds	<u>1,096,263</u>	<u>1,421,911</u>	<u>(1,197,873)</u>	<u>-</u>	<u>1,320,301</u>

12. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 July 2018</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 31 August 2019</i>
	£	£	£	£	£
Designated funds					
Wellington	-	-	-	120,000	120,000
Hibbert	-	-	-	100,000	100,000
Montpelier	-	-	-	150,000	150,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>370,000</u>	<u>370,000</u>
General funds					
General Funds	<u>721,402</u>	<u>1,265,423</u>	<u>(1,085,562)</u>	<u>(370,000)</u>	<u>531,263</u>
Total Unrestricted funds	<u>721,402</u>	<u>1,265,423</u>	<u>(1,085,562)</u>	<u>-</u>	<u>901,263</u>
Restricted funds					
The Vintners' Company	-	10,000	(10,000)	-	-
UBS	-	48,259	(48,259)	-	-
The Drapers' Charitable Fund	-	25,000	(25,000)	-	-
Nesta	-	32,001	(32,001)	-	-
Tutor Resources	-	40,000	-	-	40,000
Betty Messenger Charitable Foundation	-	150,000	-	-	150,000
Johnson Foundation	-	5,000	-	-	5,000
	<u>-</u>	<u>310,260</u>	<u>(115,260)</u>	<u>-</u>	<u>195,000</u>
Total funds	<u>721,402</u>	<u>1,575,683</u>	<u>(1,200,822)</u>	<u>-</u>	<u>1,096,263</u>

The restricted funds are held for the following purposes:

Johnson Foundation – restricted funding for two terms of tutoring at Birkenhead Park School in the financial year 2019/20.

Betty Messenger Charitable Foundation – restricted funding for Programme Coordinators for the financial years 2019/20 to 2021/22.

Tutor Resources - grant for Maths and English GCSE workbooks, from a donor who wishes to remain anonymous.

Sussex - to support the Charity's work in Brighton.

Bedgebury Foundation - to support the Charity's work in Sussex.

Dulverton Trust - to cover costs associated with piloting the new online programmes.

Impetus - restricted funding to support the Charity's launch in Nottingham and aid online development.

Allan & Gill Gray Foundation - restricted to cover the Charity's core costs during 2019/20.

12. Statement of funds (continued)

The Fidelity UK Foundation - expansion of the Charity's primary schools programme to develop online provision of programme.

Eleanor Rathbone - to support the Charity's work in Liverpool.

UBS - Maths and English tutoring of disadvantaged GCSE pupils.

UBS Emergency - expansion of online programmes.

Nesta - expansion of the Charity's primary and secondary schools' programmes, including covering salaries and launching online.

CJRS - grants received from the government under the Coronavirus Job Retention Scheme, covering the period from March to May 2020.

The designated funds are held for the following purposes:

Wellington – Multi year funding agreement – funding designated as it will be received in financial years 2019/20 to 2020/21.

Hibbert – Multi year funding agreement – funding designated as it will be received in financial years 2019/20 to 2020/21.

Montpelier - Multi year funding agreement – funding designated as it will be received in financial years 2019/20 to 2020/21.

Advent - Multi year funding agreement – funding designated to support growth during 2021/22.

13. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	24,940	-	24,940
Current assets	1,164,399	291,430	1,455,829
Creditors due within one year	(151,468)	(9,000)	(160,468)
Total	<u>1,037,871</u>	<u>282,430</u>	<u>1,320,301</u>

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2019 £</i>	<i>Restricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Tangible fixed assets	5,811	-	5,811
Current assets	996,500	195,000	1,191,500
Creditors due within one year	(101,048)	-	(101,048)
Total	<u>901,263</u>	<u>195,000</u>	<u>1,096,263</u>

14. Reconciliation of net movement in funds to net cash flow from operating activities

	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Net income for the year (as per Statement of Financial Activities)	224,038	374,861
Adjustment for:		
Depreciation charges	7,158	5,875
Increase in debtors	(256,325)	(507,854)
Increase in creditors	<u>59,420</u>	<u>62,337</u>
Net cash (used in)/provided by operating activities	<u>546,941</u>	<u>(64,781)</u>

15. Analysis of cash and cash equivalents

	12 months ended 31 August 2020 £	14 months ended 31 August 2019 £
Cash in hand	<u>1,103,858</u>	<u>583,204</u>
Total	<u>1,103,858</u>	<u>583,204</u>

16. Analysis of changes in net debt

	At 1 September 2019 £	Cash flows £	At 31 August 2020 £
Cash at bank and in hand	<u>583,204</u>	<u>520,654</u>	<u>1,103,858</u>
Total	<u>583,204</u>	<u>520,654</u>	<u>1,103,858</u>

17. Other financial commitments

At the balance sheet date, the Charity had operating lease commitments of £594 (2019: £1,025) in respect of a lease in place at the balance sheet date.

18 Related party transactions

Apart from as disclosed elsewhere in the financial statements, there are no other transactions with related parties in either the current and/or prior years that require disclosure.

19. Controlling party

The Charity is controlled by Board of Trustees as a whole and there is no one individual with overall control.

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