

**THE PRINCE'S TEACHING INSTITUTE**  
**(An incorporated charity limited by Guarantee)**

**Registered Charity No. 1116224**

**Company No. 05910443**

**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30TH SEPTEMBER 2012**

**The Prince's Teaching Institute**  
**(An incorporated charity limited by Guarantee)**  
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# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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The directors and charity Trustees (the "Trustees") of The Prince's Teaching Institute (the "PTI") present their sixth report together with the audited financial statements of the charity for the year to 30 September 2012. The financial statements are prepared in accordance with the Statement of Recommended Practice for Accounting and Reporting by Charities ("SORP 2005") published by the Charity Commission in 2005 and with the Financial Reporting Standard for Smaller Entities published by the Accounting Standards Board in April 2008.

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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### **Reference and administrative information**

#### *Company and charity details*

The PTI is a registered charity numbered 1116224 and a company limited by guarantee numbered 05910443. The company was incorporated on 18 August 2006 and effectively commenced its activities on 1 January 2007. The company is registered in England & Wales and its registered office is 40 Grosvenor Gardens, London SW1W 0EB.

#### *President*

HRH The Prince of Wales KG KT GCB OM

#### *Directors and charity Trustees who served during the year*

Jonathan A. Coles – appointed 17 May 2012

Alan H.M. Kelsey - reappointed for a further 3 years from 6 November 2010

Harvey A. McGrath (Chairman) – reappointed for a further 3 years from 26 June 2011

Dr. Katharine B Pretty FSA CBE – reappointed for a further 3 years from 28 September 2012

Peter I. Wallace - appointed 7 March 2011

Since the year end, Professor E.Helen Cooper - appointed 30 November 2012

#### *Company Secretary*

Julia Bagguley

#### *Co-directors*

Bernice McCabe

Christopher Pope

#### *Accountants and auditors*

Kingston Smith LLP  
Devonshire House  
60 Goswell Road  
London EC1M 7AD

#### *Legal advisers*

Farrer & Co  
66 Lincoln's Inn Fields  
London WC2A 3LH

#### *Bankers*

HSBC Bank plc  
69 Pall Mall  
London SW1Y 5EY

#### *Principal address*

40 Grosvenor Gardens  
London SW1W 0EB

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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The foregoing legal and administrative information correct as at 15 January 2013

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

#### Governing document and membership

The PTI is a registered company limited by guarantee not having a share capital. Its governing document is the company's Memorandum & Articles of Association. The company was incorporated on 18 August 2006 and effectively commenced trading on 1 January 2007. For the time being all the members of the company are the Trustees, all of whom have signed a statement pledging to contribute £1 to the funds of the company in the event of it being wound up and there being an insufficiency of funds.

#### Recruitment, appointment and induction of Trustees

The Trustees of the charity are also directors of the company for the purposes of company law. The number of Trustees may not be less than three or more than ten. The President (provided that he is HRH The Prince of Wales) may appoint a Prince's Trustee for such period as he sees fit. To date this appointment has not been filled.

All the other Trustees are Elected Trustees and are appointed by either the members of the company in general meeting or by the Trustees themselves. No person may be appointed (or re-appointed) a Trustee unless he or she has been nominated by the President (after consultation with the Chairman).

As and when required, additional Trustees are appointed after an informal review of the skills and experience represented on the Trustee body and informal consultation with the President and other stakeholders.

#### Chairman

The governing document provides for the President (after consultation with the Trustees) to appoint a chairman from amongst their number. Mr Harvey McGrath has served as Chairman throughout the financial year. He is the Co-Chairman of the London Enterprise Panel, Chairman of Governors of Birkbeck College, University of London and former chairman of Prudential plc.

#### Membership of the Trustee body

The current Trustees are listed at the beginning of this Report and have served for the year under review, unless where otherwise noted.

During the year Dr Kate Pretty was re-appointed for a further term of 3 years under Article 3.5 of the charity's Articles of Association.

Since the year end Professor Helen Cooper has been appointed to the board.

#### Organisational structure and decision-making process

##### *The President*

The Trustees record with gratitude the continuing support of HRH The Prince of Wales and his staff.

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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### *Trustees*

The Trustee body administers the PTI. It met four times during the period under review. At no time during the year did any Trustee have a beneficial interest in the charity.

The Trustees have the following standing committees:

- The Executive Committee whose purpose is to monitor the on-going business of the charity
- the Academic Steering Group (the "ASG") whose purpose is to direct the PTI's academic strategy
- the Development Committee, whose purpose is to help the charity with fundraising
- the Remuneration Committee whose purpose is to monitor staff salaries and consultants' fees

### *Organisation*

The Trustees have appointed two Co-directors: Christopher Pope manages day-to-day operations of the PTI and Bernice McCabe leads academic policy through a part time consultancy agreement; she is Headmistress of North London Collegiate School. They are assisted by a Senior Operations Manager (Patrick Wigg), a Development Manager (Dhivya O'Connor, née Srinivasan), an Events Manager (Sarah Shaw), an Administrator (Eleanor Millington), an Administrative Assistant (Katy Thomson) and an Education Advisor (Barbara Pomeroy). There is one full time vacancy for a Project Co-ordinator to assist the Events Manager.

Julia Bagguley has acted as Company Secretary on a part time and voluntary basis, for which the Trustees would like to record their gratitude.

Academic activities are led by a group of practising teachers acting as consultants. Christopher Pope, Eleanor Millington, Dhivya O'Connor, Sarah Shaw, Katy Thomson and Patrick Wigg are full-time employees. Barbara Pomeroy is a part time employee.

### *The Prince of Wales's Charitable Foundation ('PCF')*

The PTI is one of the group of more than 15 charities that enjoy the direct patronage of HRH The Prince of Wales. The chief executives and senior staff of this group meet with members of the PCF on a regular basis in order to discuss matters of common interest.

### Internal controls and the mitigation of risk.

The Trustees are responsible for the management of the risks faced by the charity with particular reference to internal controls and the mitigation of risk. The Trustees actively review the risks faced by the charity on a regular basis and have put in place systems and procedures to identify and mitigate the major risks so far as is possible.

The key controls used include:

- Formal agendas and minutes for meetings of the Trustees and the Board committees
- A statement of matters reserved to the Trustees
- A formal Risk Register, reviewed on a regular basis
- Established organisational and governance structure and reporting lines

The Trustees recognise that systems can only provide reasonable, and not absolute, assurance that major risks are being adequately managed.

# The Prince's Teaching Institute

## Trustees' Report for the year ended 30 September 2012

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### Objectives, activities and achievements

#### Objectives

The PTI is committed to improving the education of children in state schools in England. Working in partnership with the University of Cambridge, it believes that all children, regardless of background or ability, are entitled to be taught a rigorous subject-based curriculum by teachers who are passionate and knowledgeable about their subject.

The Trustees are pursuing this object by working with secondary school teachers, and the charity focuses on three areas:

- **Promoting inspirational subject teaching:** Whereas doctors, lawyers and other professionals have a legal requirement to stay up to date with their knowledge, this is not so with teachers. Despite research confirming that a teacher's knowledge of their subject is the most important factor in effective teaching, there is little such training available to teachers. Working with Cambridge University and Britain's most eminent speakers (such as Kate Adie, Sir Christopher Hum, Gervase Phinn and Dan Snow), the PTI updates teachers' subject knowledge, and promotes the idea that enthusiasm for good knowledge and subject rigour are essential requirements for effective teaching to children of all abilities.
- **Maintaining school curriculum standards:** The PTI works with school departments to ensure that they make rigorous curriculum choices, avoiding "easy choices" that result in children not receiving a good grounding of knowledge for life. It also provides a channel of communication from teachers to government and its agencies to promote high curriculum standards.
- **Teaching beyond the test:** Teachers often feel a need to "teach to the test", and this has been highlighted by independent committees as a problem in many schools. The PTI empowers teachers to change their classroom practices and encourages them to develop extra-curricular provision and helps them build networks outside school.

#### Activities

With these objectives in mind, the PTI helps teachers to learn from the example of the best of their peers re-inspiring them to give their best in the classroom. Working in English, History, Geography, Mathematics, Science and Modern Foreign Languages, the PTI offers:

##### *The Schools Programme*

A membership scheme for state school departments which are committed to challenging and extending all pupils, regardless of ability, with rich subject provision. As well as benefitting from priority booking and discounts to PTI events, all staff in Schools Programme departments have access to the private Staffroom area of the website ([www.princes-ti.org.uk](http://www.princes-ti.org.uk)) which holds an expanding library of resources for teachers including academic lecture podcasts, lesson plans, and schemes of work for use on a daily basis in the classroom.

Those which make their departmental plans more ambitious than originally planned, and deliver on their increased objectives, are awarded a PTI Mark for use on school stationery and their website at the end of their first year of membership. Induction is via a Head of Department, or delegated representative, attending a Summer School.

##### *Summer Schools*

Three-day residential events where top academics join teachers, typically Heads of Department, to re-inspire them and provide a stimulating introduction to the Schools Programme.

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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### *Schools Leadership Programme*

The 2010/11 academic year marked the launch of the Schools Leadership Programme following the unanimous request from Headteachers attending the 2011 Heads' Residential. The programme brings together schools who are undertaking projects in one of three areas:

- fostering rigorous curriculum choices,
- staff recruitment and development and
- leadership supporting excellent teaching and learning.

### *Heads' Residential*

A two day conference for head teachers and policy-makers that provides a forum for reflection on issues about school leadership. Headteachers who attend the Heads' Residential have the opportunity to join the Schools Leadership Programme.

### *Continuous Professional Development ("CPD")*

The PTI continued its one day CPD courses in 2011/12, with a number of prestigious speakers including former Cabinet Secretary Lord Richard Wilson and the broadcaster Jeremy Paxman.

These one-day subject-based training courses, run by teachers, with administrative help from the PTI office, introduce the latest thinking in specific areas of the curriculum. They are an important way to reach teachers who tell us that they feel starved of the kind of high quality subject-based professional development that the PTI provides. The evaluations are very strong – with some 96% of teachers confirming that their attendance at the courses will have an impact on their pupils.

### *New Teacher Subject Days*

Responding to the request from Headteachers at the 2010/11 Headteachers' Residential and with financial support from the National College, in 2011/12 the PTI ran pilot New Teacher Subject Days courses in English, History, Geography, Maths, Physics, Chemistry and Biology for Newly Qualified Teachers and school-based Teacher Trainees. Participants were required to attend six Saturdays during the year, each of which considered a different topic in their subject and consisted of a mixture of lectures and workshops run by PTI Teacher Leaders. Such was the success of the pilot that the PTI concluded a three-year agreement with the National College to extend the courses beyond London.

### Achievements in 2011/12

#### *Summary*

2012 represented 10 Years since the first Prince of Wales Education Summer School in Dartington in October 2002, and The Prince's Teaching Institute (PTI) marked the occasion by achieving another year of extremely successful growth in the 2011/12 academic year.

1,075 teachers attended a PTI professional development event (880 in 10/11), and some 2,560 teachers and their students attended a special series of lectures at the Royal Institution in June/July to mark 10 Years since the first Summer School. As a result, approximately 145,000 pupils benefitted from the PTI's activities in the period under review.

In total, since the inaugural 2002 Summer School, 1,159 schools across the country – 26% of secondary schools in England and Wales - have sent a teacher to a PTI event.



# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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Notable successes of the year have been:

- The pilot New Teacher Subject Days – courses of six Saturdays for trainee and Newly Qualified Teachers – were a huge success, being extremely highly rated by both the new teachers attending the courses but also their Heads of Department and Headteachers. Such was the success of this pilot that the National College/Teaching Schools have commissioned the PTI to quadruple the size of the courses and establish four national centres over the next three years.
- The 10 Year Lectures, held at the Royal Institution, were all heavily oversubscribed. Talks were given by Sir Tom Stoppard (English), Prof Simon Schama (History), Prof Marcus du Sautoy (Mathematics), Mr Francis Wells (Science), Michael Palin (Geography) and Stephen Fry (Languages), and The Times made video recordings of many of them. Such was the success of the format that we plan to incorporate an Annual PTI Lecture for teachers and their students.
- Recruitment onto The Prince's Cambridge Programme for Teaching Master of Studies for Advanced Subject Teaching in English and History, run by the Institute of Continuing Education at the University of Cambridge. The course of 20 was oversubscribed and the university are pleased with the quality of their student recruits. The course began in September 2012.
- The introduction of a charge to schools for attending the Summer School, and the Schools Programme Affiliation Fee. We had been advised to expect a 50% loss of membership, but in the event 78% of schools (82% of departments) chose to stay in the programme.

### *New Teacher Subject Days*

Headteachers at the 2011 Headteachers' conference asked the PTI whether we might consider running courses for Graduate Trainee Teachers and Newly Qualified Teachers in their first year of teaching, to boost their subject knowledge and thus their confidence to teach. With financial assistance from the National College, the PTI recruited a team of 20 practising teachers in English, History, Geography, Mathematics, Physics, Chemistry and Biology to devise and deliver a totally new type of course. This consisted of a requirement for new teachers to attend six Saturdays across the year, during which the new teachers had lectures from eminent speakers and academics combined with teacher workshops focused on how to teach the topic in hand, and led by the PTI Teacher Leader team.

The courses were exceptionally well received by the participants, with 71% reporting an increase in confidence. In addition, their line managers and Headteachers were very satisfied with the impact of the course, with 97% of Heads saying that they had noticed an increase in confidence of the New Teachers who attended the course and 94% of Heads saying that the course has had an impact on the New Teachers' quality of teaching and students' learning.

Typical quotes from Headteachers have been:

*"Both teachers have grown in confidence, learnt a great deal and have put what they've learned into practice. They have particularly valued the mix of academic speakers and practical teaching ideas"*

*"They are very pleased with the subject-specific content and come back to school brimming with ideas to use in their own classrooms and to share with colleagues. The contacts they have made and the networking they have done could be useful to the school. The PTI NQT programme complements the more generic NQT training they receive here and at LA level"*

As a result of the positive outcome of the pilot, the National College have commissioned the PTI to increase the scale of the courses over the next three years, with a centre in the North West, at Altrincham Grammar School for Girls being opened in 2012/13.

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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### *10 Year Lectures*

To celebrate 10 Years since the first Education Summer School, we were privileged to have the following speakers give evening lectures in June/July at the Royal Institution to teachers and their students:

Stephen Fry (Languages)  
Sir Tom Stoppard (English)  
Professor Simon Schama (History)  
Professor Marcus du Sautoy (Mathematics)  
Mr Francis Wells (Science)  
Michael Palin (Geography)

The lectures were hugely oversubscribed. In total 2,560 teachers and their pupils from 150 schools across the country attended the extremely well-received lectures. Both audience and speakers enjoyed the experience, with Stephen Fry tweeting "Well that was fun!" after the event.

So successful were the evenings that the PTI has decided to hold a similar lecture for teachers and their students as an annual event in future.

### *The Schools Programme and Summer Schools*

Heads of Department who attend our Summer Schools can choose to affiliate their departments to the Schools Programme. This programme has grown rapidly, from a first group of 88 English, History and Science departments in 08/09, to 384 departments of English, History, Geography, Science, Mathematics and Modern Foreign Languages from 174 schools in July 2012.

The Schools Programme continues to be a powerful model for school improvement, with Heads of Department confirming for the fourth year in a row that their membership of the Schools Programme has increased the coherence and quality of challenge within their curriculum (87%), increased the level of extra-curricular provision (78%) and subject-based training undertaken by staff (67%).

We ran two residentials during the year, in November 2011 and in March 2012. For the first time, we established a presence in Yorkshire, in Harrogate, with our residential for English, History and Geography teachers, and we returned to Cambridge in March for our residential for Science and Maths teachers. Yet again evaluations from the residential were extremely strong with 90% of delegates said that they had come out of the residential reinvigorated and more excited about teaching and the teaching profession.

### *Headteachers' Residential and Schools Leadership Programme*

The Schools Leadership Programme consists of a group of projects devised by participating schools, which increase curriculum rigour and improve leadership and the development of excellent teaching staff. The senior leadership teams of participating schools meet at an annual Schools Leadership Programme Day to share what has and has not worked in their schools, and this day was held in February at Madingley Hall in Cambridge.

The Schools Leadership Programme Day was preceded by the annual Headteachers' Residential, which 42 Heads attended. The Heads' discussions revolved around the importance of setting a clear school ethos, providing pupils with rigorous curriculum choices, how to nurture passionate teachers and how best to balance autonomy and accountability.

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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### *One-day Continuing Professional Development courses*

The PTI continued its one-day Continuing Professional Development courses in 2011/12, welcoming 439 teachers (compared to 393 in 2010/11), and launching one-day events in French and German for the first time. These new language days, encouraging teachers to embrace the teaching of the countries' cultures through their lessons were very well received. In addition, the days were run in all the other PTI subjects – English, History, Geography, Sciences and Mathematics – and we were pleased to welcome a number of prestigious speakers including in History former Cabinet Secretary Lord Richard Wilson and Jeremy Paxman.

The evaluations for one day events continue to be very strong, with some 92% of teachers this year confirming that their attendance at the courses will have an impact on their pupils.

### Organisational Growth

The success of the New Teacher Subject Days has led to an agreement with the National College/Teaching Schools to expand the courses, making them available initially in London and Manchester in 2012/13, with a view to opening further centres thereafter. As a result, we created two new staff positions in September, bringing the number of full-time staff to seven.

### Fundraising

The PTI's Development Committee was established in 2009, and during the 2011/12 academic year we were delighted to welcome four important new members to help us with our fundraising: Carla Stent, Chief Operating Officer and Chief Financial Officer of Virgin Management Ltd, Michael Kay, Head of International Ultra High-Net-Worth Credit Solutions, Royal Bank of Canada, William Drake, Co-Founder of Lord North Street and Rebecca Eastmond, Executive Director, The Philanthropy Centre, JP Morgan Private Bank.

To mark the 10 Years since the first Education Summer School, we launched in January the PTI Patrons and 2012 Club. The Patrons scheme is dedicated to individuals and corporations who wish to help us with our five-year plan, and who have pledged to support us for 5 years. Bronze level begins at £1,000 per annum, rising to £10,000 per annum for five years for Diamond Patrons. Those donors wishing to give more join the 2012 Club. These new clubs were exceptionally well received, with 34 Patrons and 2012 Club members secured to date, and they have collectively pledged £590k funding for future years.

Since the inception of the charity in 2007, we have raised £3m towards helping the education of children.

### Public benefit

The PTI's aim is to improve the education of children in state schools in England. The Trustees of the charity believe that all children, regardless of background or ability, are entitled to be taught a rigorous subject-based curriculum by teachers who are passionate and knowledgeable about their subject.

The Trustees have referred to the Charity Commission's general guidance on Public Benefit when reviewing the charity's aims and objectives, in administering its activities during the year and in planning its future activities. They believe that the charity's activities demonstrate the benefit derived by the nation's children.

The PTI's activities are open to all teachers in the United Kingdom. Modest charges are made for Schools Programme affiliation and for PTI events which do not cover the costs of providing the services. As well as defraying immediate costs, the charges discourage people from withdrawing at short notice.

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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### **Financial commentary**

#### Income and resources expended

During the period under review, there was Net Income of £91k compared to Net Income of £60k in 2010/11. The Trustees consider this to be a satisfactory out-turn.

Total Incoming Resources amounted to £1,106k (2010/11: £866k).

The burgeoning membership of the Schools Programme was creating an exponential rise in costs and in order to ensure the programme's financial stability, the PTI decided to introduce an Affiliation Fee for schools in September 2011. Charges for membership run from £495 a year for schools with one member department to £995 for schools with three or more departments. The PTI received advice that the introduction of the charge would probably result in the loss of about 50% of membership. In the event, 78% of 2010/11 schools chose to pay the Affiliation Fee, with 82% of departments staying within the programme in 2011/12. £66k was raised from a new Schools Programme Affiliation Fee (2010/11:£nil).

In parallel, the PTI introduced a charge to schools of £495 (£395 for Schools Programme members) for the Summer School – a charge which includes a first free year of Schools Programme membership. £171k of income was earned from admissions to events (2010/11: £100k), £51k of which was income from Summer Schools.

£863K (2010/11: £762k) of voluntary income was raised mainly in the form of generous philanthropic donations from a large number of individuals and charitable trusts.

In July 2012, a grant was agreed with the National College for School Leadership to enable the expansion of the successful New Teacher Subject Days in 2012/13. £187k was received in July to cover the costs of recruiting additional administrative staff and consultant teachers, provide training for the consultant teachers, launch the new courses in London and Manchester, and to deliver the first four courses during the 2012 autumn term. At 31 September 2012, £12k of this grant had been expended, and the remaining £175k is deferred income

£72k of deferred income relates to a restricted donation of £250k received in 2010/11 from ICAP plc to fund the induction into and Schools Programme membership of Modern Foreign Languages (MFL) departments, and their membership of the Programme in 2011/12 and 2012/13. £105k of this was expended in 2010/11 inducting the MFL departments, £72k of this was expended on the administration of these departments' Schools Programme membership in the period under review, and the remaining £72k is deferred income for continuing Schools Programme administration costs in 2012/13. The charity received £39k of deferred income from other sources, bringing the total of deferred income to £286k in total.

Total Resources Expended amounted to £1,015k (2010/11: £806k).

Schools Programme administration costs reduced to £192k (2010/11: £209k) due to the lower number of schools continuing Schools Programme membership. Summer School costs increased to £255K (2010/11: £238k) and CPD events cost £156k, of which £22k was spent on the 10 Year lectures (2010/11: £120k). The Heads' Residential and Schools Leadership Programme Day costs were £85k (2010/11: £57k) and £169k (2010/11: £nil) was expended on New Teacher Subject Days. Following the website's upgrade in 2010/11, costs have reduced from £48k in 2010/11 to £15k.

Cost of generating funds totalled £119k (2010/11: £108k) covering the costs of one full-time fundraising Development Manager and events including a thank you dinner for new Patrons in June.

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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Governance costs decreased to £23k (2010/11: £26k). General office costs increased to £95k (2010/11: £83k excluding one-off office moving costs), reflecting the higher costs of the larger office space and additional infrastructure at Grosvenor Gardens.

At the year-end the Net Assets of the charity totalled £483k compared with £392k at 30 September 2011.

### Risk

At each meeting, the Trustees review informally the risks to which the charity is exposed and they have put in place systems which minimise the exposure to these risks and mitigate the potential loss that might arise from them. Additionally, a formal Risk Register is in place, which is reviewed annually.

### Reserves and Investment policies

At their first meeting in 2009, the Trustees adopted a reserves policy that maintains cash reserves of a minimum of three months' ordinary running costs (currently approximately £160k). At the year end the reserves totalled £483k, comfortably meeting the charity's objectives. The Trustees consider it prudent to be in this position of excess, in the light of continuing growth of the organisation and the challenging current fundraising environment. In addition, the Trustees have formally adopted an investment policy that keeps the Trust's surplus funds on deposit with three AAA-rated deposit takers.

### Funders and contributors

The Trustees record their thanks to all the PTI's donors and supporters - both large and small: the staff, consultants and volunteers who have worked extremely hard to achieve a successful year for the charity. The Trustees wish to record particular gratitude to Harvey McGrath for his generous support of the work of the charity.

## **Future plans**

The success of the New Teacher Subject Days pilot confirmed that the PTI's model of training, combining high quality teacher workshops with academic lectures, can be applied with equal success to subject teachers at all levels in a school, from teacher trainees to Heads of Department. As a result, the PTI now has activities that engage with staff at all levels in a school – from new teachers to the schools' Heads and Senior Leadership Team.

The PTI's priorities for 2012/13 will therefore be:

- Growing the core group of schools who participate in both the Schools Leadership Programme and Schools Programme
- Growing the New Teacher Subject Days by opening a centre in Manchester, to run alongside the centre in London
- Introducing Art and Music at a residential in Liverpool in November 2012, following concern expressed by Headteachers at the drop in takeup of these subjects following the introduction of the EBacc league tables.
- Further growing the Development Committee and increasing the number of Patrons and members of our 2012 Club

## **The Prince's Teaching Institute**

### **Trustees' Report for the year ended 30 September 2012**

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In addition, in response to a request from a number of Headteachers who attended the Headteachers' Residential, the PTI ran a workshop in September to investigate the appetite and potential remit of a new member-driven College of Teaching, to define and uphold professional standards. The workshop group consisted of a significant cross-section of the education community, who were unanimous in asking the PTI to act as "honest broker" and lead further work into assessing the feasibility of such a College.

Our activities would not take place were it not for the generous support of our donors, who continue to support us in an extremely challenging financial environment. We are grateful for their generosity and we look forward to continuing to build a network of exemplar schools across the country that will improve the teaching available to over 600,000 children in four years' time.

# **The Prince's Teaching Institute**

## **Trustees' Report for the year ended 30 September 2012**

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### **Audit information**

So far as the Trustees are aware, at the time this Trustees' report is approved,

- a) there is no relevant information of which the auditors are unaware; and
- b) they have taken all relevant steps they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of this information.

### *Auditors*

Kingston Smith LLP have indicated their willingness to continue in office as auditors and in accordance with the provisions of the Companies Act, the Trustees propose their re-appointment for a further period.

### *Statement of Trustees' responsibilities in relation to the Financial Statements*

The Trustees (who are also directors of the Prince's Teaching Institute for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law applicable and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any departures which have been disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and which 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.

This report has been prepared in accordance with the special provisions of Part 15 of Companies Act 2006.

This report was approved by the directors and charity Trustees on 25/1/13 and signed on their behalf by:



**Harvey McGrath**  
Chairman

# **Independent Auditors' Report to the Members of The Prince's Teaching Institute**

We have audited the financial statements of The Prince's Teaching Institute for the year ended 30 September 2012 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective April 2008), United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities.

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

## **Respective Responsibilities of Trustees and Auditors**

As explained more fully in the Trustees' Responsibilities Statement set out on page xiv, the Trustees' (who are directors of the charitable company 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.

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

## **Scope of the audit of the financial statements**

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

## **Opinion on the financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been properly prepared in accordance with the requirements of the Companies Act 2006.

## **Opinion on other matters prescribed by the Companies Act 2006**

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

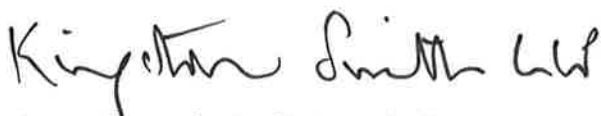


# **Independent Auditors' Report to the Members of The Prince's Teaching Institute (continued)**

## **Matters on which we are required to report by exception**

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

- adequate 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 Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the Trustees' report.



James Cross, Senior Statutory Auditor  
for and on behalf of Kingston Smith LLP  
Statutory Auditor

Devonshire House  
60 Goswell Road  
London EC1M 7AD

Date: 26 February 2013

**The Prince's Teaching Institute**  
**(An incorporated charity limited by Guarantee)**  
**Statement of Financial Activities**  
**(incorporating an Income and Expenditure Account)**  
**For the year ended 30th September 2012**

	Note	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income					
Grants from institutions and charitable trusts		399,860	224,826	624,686	483,294
Other grants and donations		210,356	27,777	238,133	278,566
Investment income - bank interest		5,813	-	5,813	3,534
Other income		-	-	-	1,304
<b>Incoming resources from charitable activities</b>					
Schools Programme Affiliation Fees		66,100	-	66,100	-
Summer Schools		50,580	-	50,580	13,310
Continuing Professional Development events		67,650	-	67,650	66,052
Heads Residential		26,515	-	26,515	20,145
Subject Days		26,200	-	26,200	-
<b>Total Incoming Resources</b>		<b>853,074</b>	<b>252,603</b>	<b>1,105,677</b>	<b>866,205</b>
<b>Resources Expended</b>					
<b>Cost of generating funds</b>	3	119,458	-	119,458	107,839
<b>Cost of charitable activities</b>	2				
Schools Programme		109,113	82,935	192,048	209,028
Summer Schools		245,201	10,565	255,766	237,655
Continuing Professional Development		133,311	22,777	156,088	119,835
Heads' Residential		84,840	-	84,840	57,485
Subject Days		32,326	136,326	168,652	-
Website		15,030	-	15,030	48,233
<b>Total Cost of Charitable Activities</b>		<b>619,821</b>	<b>252,603</b>	<b>872,424</b>	<b>672,236</b>
<b>Governance costs</b>	4	22,903	-	22,903	25,869
<b>Total Resources Expended</b>		<b>762,182</b>	<b>252,603</b>	<b>1,014,785</b>	<b>805,944</b>
<b>Net Income for the year</b>		<b>90,892</b>	<b>-</b>	<b>90,892</b>	<b>60,261</b>
Balance brought forward at 1st October 2011		391,836	-	391,836	331,575
<b>Balance carried forward at 30th September 2012</b>		<b>482,728</b>	<b>-</b>	<b>482,728</b>	<b>391,836</b>

**The Prince's Teaching Institute**  
**(An incorporated charity limited by Guarantee)**  
**Balance Sheet at 30th September 2012**

	Note	2012 £	2012 £	2011 £	2011 £
<b>Fixed assets</b>					
Tangible fixed assets	6		<u>5,208</u>		<u>8,380</u>
			5,208		8,380
<b>Current assets</b>					
Debtors	7	82,635		21,591	
Cash at bank and in hand		<u>760,634</u>		<u>650,725</u>	
		843,269		672,316	
<b>Creditors</b>					
Amounts falling due within one year	8	<u>(365,749)</u>		<u>(288,860)</u>	
<b>Net current assets</b>			<u>477,520</u>		<u>383,456</u>
<b>Net assets</b>			<u>482,728</u>		<u>391,836</u>
<b>Funds</b>					
Restricted funds	9		-		-
Unrestricted funds	9		<u>482,728</u>		<u>391,836</u>
			<u>482,728</u>		<u>391,836</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board of Trustees  
and authorised for issue on: 25/11/13

  
Harvey McGrath, Chairman

**The Prince's Teaching Institute**  
**(An incorporated charity limited by Guarantee)**  
**Notes to the Financial Statements**  
**For the year ended 30th September 2012**

**1 Accounting policies**

The principal accounting policies, which have been applied consistently throughout the year, are as follows:

**a) Basis of preparation of the financial statements**

The financial statements have been prepared under the historical cost convention and under the going concern principle, in accordance with the Statement of Recommended Practice for Accounting and Reporting by Charities published in March 2005 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The charitable company has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is a small company. As permitted by Section 394 of the Companies Act 2006, a Statement of Financial Activities is presented in place of a Profit and Loss Account due to the nature of the charity's activities.

**b) 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 charitable company and which have not been designated for other purposes.

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

**c) Incoming Resources**

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

**d) Resources expended**

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities.

Costs of generating funds comprise the expenditure on fundraising consultancy, as well as an apportionment of relevant staff costs, whereas cost of charitable activities include all directly attributable costs with regards to the schools programme, summer school, continuing professional development courses and the development of the website, as well as an apportionment of other costs as detailed below.

Overheads and other support costs not directly attributable to a particular activity are apportioned over the relevant activities on the basis of management estimates of the amount attributable to that activity in the year, either by reference to staff time spent or ratio of the number of days of each type of activity, as appropriate. Irrecoverable VAT is included with the item of expenditure to which it relates.

Governance costs comprise the expenditure on governance of the charity including audit fees, legal advice for Trustees, costs of Trustee meetings and an apportionment of relevant staff costs to reflect time spent on governance-related matters.

**e) Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £100 are capitalised. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office Fittings and Equipment	20% on cost
Computer Equipment and website development	33% on cost

**f) Pensions**

The charitable company does not operate a pension scheme but contributes to employees' personal pension arrangements. Contributions are charged to the Statement of Financial Activities on an accruals basis.

**g) Operating leases**

All payments under operating leases are charged to the statement of financial activities in the year in which they fall due.

**The Prince's Teaching Institute**  
**(An incorporated charity limited by Guarantee)**  
**Notes to the Financial Statements**  
**For the year ended 30th September 2012**

**2 Cost of Charitable Activities**

**Activities direct costs**

Schools Programme	Summer Schools	CPD	Heads' Residential	Subject Days	Website	Total Funds 2012	Total Funds 2011
£	£	£	£		£	£	£
Schools Programme	80,312	-	-	-	-	80,312	85,135
Summer Schools	162,307	-	-	-	-	162,307	131,117
Continuing Professional Development (CPD)	-	91,088	-	-	-	91,088	49,912
Heads' Residential	-	-	32,569	-	-	32,569	20,313
Subject Days	-	-	-	101,364	-	101,364	-
Website Development	-	-	-	-	5,904	5,904	26,410
	80,312	162,307	32,569	101,364	5,904	473,544	312,887
Support costs							
Wages and salaries	69,667	56,056	48,349	48,637	5,721	264,184	225,678
Consultancy	20,167	22,167	4,271	6,271	1,500	60,418	54,793
General office costs	21,902	15,236	12,380	12,380	1,905	74,278	78,878
	111,736	93,459	65,000	67,288	9,126	398,880	359,349
	192,048	255,766	156,088	168,652	15,030	872,424	672,236

**The Prince's Teaching Institute**  
**(An incorporated charity limited by Guarantee)**  
**Notes to the Financial Statements**  
**For the year ended 30th September 2012**

<b>3 Cost of generating funds</b>	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Wages and salaries	56,801	54,488
General office costs	18,093	15,611
Direct fundraising costs	44,564	37,740
	<u>119,458</u>	<u>107,839</u>
<b>4 Governance Costs</b>	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Wages and salaries	12,339	13,779
General office costs	2,857	5,417
Auditors' remuneration: - current year	6,600	6,600
- prior year underprovision	520	-
- non-audit services	587	73
	<u>22,903</u>	<u>25,869</u>
<b>5 Staff Costs (including directors' emoluments)</b>	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Wages and salaries	282,543	247,315
Social security costs	31,798	28,822
Contributions to personal pension schemes	18,984	17,806
	<u>333,325</u>	<u>293,943</u>

One employee (2010/11: nil) received remuneration between £100,000 and £110,000 during the year. No employees (2010/11: one) received remuneration between £90,000 and £100,000. Pension contributions of £9,881 (2010/11: £13,560) were paid on behalf of this individual. No other employees received remuneration in excess of £60,000.

The average number of people employed by the company during the year were as follows:

	<b>2012</b>	<b>2011</b>
Charitable activities	6.8	5.8
Governance	0.2	0.2
	<u>7.0</u>	<u>6.0</u>

No Trustees received or waived any remuneration in the year or were reimbursed any expenses during the year (2010/11: Nil).

<b>6 Tangible Fixed Assets</b>	<b>Website and Computer Equipment</b>	<b>Office Fittings and Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1st October 2011 and 30th September 2012	<u>69,744</u>	<u>7,629</u>	<u>77,373</u>
<b>Depreciation</b>			
At 1st October 2011	66,544	2,449	68,993
Charge during the year	<u>1,646</u>	<u>1,526</u>	<u>3,172</u>
At 30th September 2012	<u>68,190</u>	<u>3,975</u>	<u>72,165</u>
<b>Net Book Value</b>			
At 30th September 2012	<u>1,554</u>	<u>3,654</u>	<u>5,208</u>
At 30th September 2011	<u>3,200</u>	<u>5,180</u>	<u>8,380</u>

**The Prince's Teaching Institute**  
**(An incorporated charity limited by Guarantee)**  
**Notes to the Financial Statements**  
**For the year ended 30th September 2012**

<b>7</b>	<b>Debtors</b>	<b>2012</b>	<b>2011</b>
		<b>£</b>	<b>£</b>
	Trade debtors	2,303	1,020
	Prepayments	74,184	11,770
	Accrued income	822	3,475
	Rent deposit	5,326	5,326
		<u>82,635</u>	<u>21,591</u>
<b>8</b>	<b>Creditors: Amounts falling due within one year</b>	<b>2012</b>	<b>2011</b>
		<b>£</b>	<b>£</b>
	Trade creditors	47,287	72,527
	Deferred income	285,648	160,000
	Other creditors	7,200	27,415
	Accruals	25,076	28,393
	Pensions creditor	538	525
		<u>365,749</u>	<u>288,860</u>

£72,500 of the deferred income balance consists of a restricted grant to fund the Introduction of Modern Foreign Languages to PTI's subject base over a three year period. A further £176,614 of the deferred income balance consists of a restricted grant to fund Subject Days over a three year period. The movements in deferred income are shown below:

	<b>£</b>
Deferred income at 1 October 2011	160,000
Funds received in the year	213,148
Amount released to restricted grants in the SOFA	<u>(87,500)</u>
Deferred income at 30 September 2012	<u>285,648</u>

<b>9</b>	<b>Movements in funds</b>	<b>at 1st October 2011</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>at 30th September 2012</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>Restricted Funds</b>				
	Summer School	-	5,000	(5,000)	-
	Schools Programme	-	78,500	(78,500)	-
	Subject Days	-	136,326	(136,326)	-
	10 Year Anniversary	-	22,777	(22,777)	-
	John Laing Charitable Trust	-	10,000	(10,000)	-
	<b>Total restricted funds</b>	<u>-</u>	<u>252,603</u>	<u>(252,603)</u>	<u>-</u>
	<b>Unrestricted General Funds</b>	<u>391,836</u>	<u>853,074</u>	<u>(762,182)</u>	<u>482,728</u>
	<b>Total Funds</b>	<u>391,836</u>	<u>1,105,677</u>	<u>(1,014,785)</u>	<u>482,728</u>

The Summer School restricted fund relates to funding received specifically for the June 2012 Summer school.

The Schools Programme restricted fund relates to funding received specifically for the 2011/12 Schools Programme activities.

The Subject days restricted fund relates to the funding of specific subject training classes.

The 10 Year Anniversary fund relates to the funds received to be spent on the 10 Year Anniversary of the Institute

The John Laing Charitable Trust restricted fund relates to funding received to support 5 schools in Swindon.

**The Prince's Teaching Institute**  
**(An incorporated charity limited by Guarantee)**  
**Notes to the Financial Statements**  
**For the year ended 30th September 2012**

**10 Transactions involving Trustees and related parties**

During the year, Harvey McGrath, a director and charity Trustee of The Prince's Teaching Institute, made donations to the Institute totalling £100,000 (2010/11: £110,000).

Bernice McCabe, Co-Director of The Prince's Teaching Institute (but not a Companies Act director or charity Trustee), invoiced the Institute £25,417 (2010/11: £24,125) for her services as a consultant during the year, £6,667 (2010/11: £6,688) of which was still owed to her at the year end. These transactions were entered into on an arm's length basis.

In 2010/11, the Institute's Summer School took place at Homerton College, Cambridge, of which one of the Trustees, Dr Katharine Pretty, is Principal. The total payable to Homerton College in respect of accommodation and associated services amounted to £43,302. This was negotiated on a commercial "arm's length" basis and Dr Pretty has no financial interest in the transaction. The College was not used in 2012.

**11 Operating lease commitments**

At 30th September 2012, the charity had annual commitments under non-cancellable leases for buildings as follows:

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Within two to five years	33,611	33,611