



# The Access Project

# Trustees' Report and Accounts for the year ended 31 August 2021

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# Message from our Chief Executive



The Access Project started the 2020/21 academic year having weathered the early stages of the pandemic and acted fast to ensure that our young people were still able to access our tutoring and mentoring. Thanks to our digital pilot in the East Midlands, we were already testing online tutoring and adjusted rapidly to roll that out across the country. Alongside this, we adapted our provision and moved our mentoring support online as well.

We took the decision in September 2020 to keep all our tuition online for the academic year in light of the continued uncertainty around the pandemic. In contrast, we maintained a faceto-face approach for our mentoring offer whilst being mindful of the need for contingency plans in the event of further school closures. Unfortunately, as we know, these contingency plans became necessary: a few schools were forced to close in December 2020 because of staff shortages, and ultimately all schools were closed in January 2021.

In the 2019/20 academic year we participated in an online tuition pilot, which helped demonstrate proof of concept for the National Tutoring Programme - the Government's catch-up scheme to support disadvantaged students. It is a testament to our proven impact that we were selected as a tuition partner for 2020/21 as one of around thirty organisations from the 400 that applied.

This partnership enabled us not only to maintain our delivery, but also to expand our reach, growing into West Yorkshire. It was a significant achievement to establish school partnerships in a new region, building relationships and enrolling students all in the context of working remotely, and I am enormously proud of the team for making this happen.

As a result, we've not only survived these challenging times; we've thrived in them. We've been able to draw on the country's desire to step up and help the most vulnerable in society. As our tuition moved online we attracted volunteer tutors from all over the country, and increased our volunteer applications by over 60%.

Our ambition is for educational opportunities to be open to all young people - regardless of background. The Access Project has helped to make that a reality for many young people and I look forward to enabling even more to reach their full potential in the coming years.

With best wishes,

Nathan Sansom

# Trustees' report

The trustees present their annual report together with the audited financial statements of The Access Project for the period 1 September 2020 to 31 August 2021. The trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements and the requirements of the charity's governing document.

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### Our objectives, aims and activities

#### Our objectives

The Access Project's objectives, as stated in our Memorandum and Articles of Association, are:

- To advance for the public benefit the education of children and young people in such ways as the trustees think fit, including but not limited to
  - Making facilities and services available to them with the particular aim of helping them win places at universities, colleges or institutions of higher education
  - Awarding to or procuring the award to them of financial or other support
- To provide for the recreation of children and young people by providing facilities and services to them with the particular aim of helping students gain places at universities, colleges or institutions of higher education.

The trustees have had due regard to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011 and in the following report explain how the charity has worked towards its purposes for the public benefit.

# Supporting Chriso through learning from home

Chriso's time during the pandemic was a challenge. Trying to learn on a shared laptop that was "basically broken down" was one of the biggest lows. "It got to the point where I couldn't even log into school on time because it took so long to turn on."

The Access Project supported her with a laptop so she could continue to learn while schools went in and out of lockdown. It also enabled her to continue her one-to-one tuition with her volunteer tutor.

On A level results day Chriso made the grades needed to study Law at King's College London.



#### Our aims

Our mission at The Access Project is to support students from disadvantaged backgrounds to access top universities, through a combination of tuition and in-school mentoring. We work with them to achieve the grades, craft strong applications, and transition to university.

Our work is vital as access to top universities in the UK is profoundly unequal. According to the Department for Education, students from disadvantaged backgrounds are five times less likely to attend top universities in comparison to more advantaged students. There are a range of causes. Students may lack the networks to understand the benefits of an education at a top university and often see it as not "being for people like me". They also encounter a series of obstacles that mean they don't get the grades that they are capable of achieving. In addition during the last 2 years, disadvantaged young people were disproportionately affected by the COVID-19 pandemic.

Our programme supports young people to overcome these barriers and make the most of their potential.

#### Our programmes

The Access Project provides an intensive programme of support – including in-school mentoring and personalised tuition - for young people aged 14 to 18.

We work with 35 schools building long term relationships. We allocate a University Access Officer (UAO) to each school. The UAO is based on site and works closely with school staff. Each UAO supports approximately 40 children. The UAOs are responsible for delivering our university readiness programme developing students' wider learning skills through group and one to one sessions

We also help students to improve their independence, motivation to attend university, and knowledge about university courses, the application process and what learning at university is like in practice. The mentoring programme follows an outcomes framework which allows for consistent delivery and drives themes for development, all designed to prepare a student for university.

In addition each student on the programme is matched with an academic tutor who they meet for an hour a week to work on subject areas where they need support.

Additionally we run:

- Bespoke trips to top universities to encourage students to see themselves belonging at elite institutions, and support them once they are there through an alumni network of students from similar backgrounds
- Extra curricular activities for students applying to study at Oxford and Cambridge, and those applying for Medicine and Dentistry courses
- Events dedicated to a greater understanding of careers development.



The Access Project really helped me gain confidence and made me feel supported regarding my university application. I'm eternally grateful for the opportunities and guidance they gave me through the process, and the support they continue to give.

- Hope, a student who studied at Ashfield School in the East Midlands

In 2020/21 we began a number of new strategic projects with the aim of further deepening our impact for students, and facilitating growth to reach more students nationally.

- We expanded our mission to include not just placement at a selective university but also successful transition<sup>1</sup>. We know that young people from disadvantaged backgrounds are more likely to face challenges when they get to university. Non-continuation rates among disadvantaged students are higher than those of their more affluent peers and those who do graduate are significantly less likely to leave with a 1st or a 2:1, or to gain highly skilled employment.
- We created a bespoke programme for secondary schools (11 to 16). We realised there were a number of disadvantaged students in schools nationally who couldn't access our support because they didn't have a sixth form. We believe that we can make a meaningful difference to a student's chances to get into a top university through working with them at Key Stage 4 to help boost GCSE grades and make good choices about their Key Stage 5 destinations. We therefore expanded our programme to work within these settings and are now operating in four schools
- We began a pilot project to provide even more intensive tuition at A level for small groups of students in Years 12 and 13. This will help overcome particular challenges of sourcing tutors in STEM subjects. We are recruiting paid, professional tutors and teachers to deliver these intensive group tuition sessions and are closely monitoring and evaluating this work to develop our understanding of how feasible and impactful it would be at scale.

<sup>&</sup>lt;sup>1</sup> We will be holding ourselves accountable for students successfully placing into the second year of university, as an indicator of successful transition. We will also measure students' sense of belonging at their institution.

#### How we drive and measure success

Our programme is an evidence-based, data driven intervention. We have identified the intermediate outcomes that we believe it's important for our students to meet along their journey to placing at - and transitioning successfully to - a selective university<sup>2</sup>. These outcomes include short-term changes in knowledge, attitudes and practices (for instance a student understands the stages of applying to university, is reading widely outside of the curriculum, etc), as well as more medium/long-term outcomes (such as submitting good applications to selective universities, getting offers, and high attainment at GCSE and A level).

Central to our programme are the ways in which we use data to ensure each of our students receives the provision they need, to learn about how we can improve our delivery, and to evaluate our impact on our students' university prospects. We have developed sophisticated monitoring and evaluation systems bringing together data from a variety of sources to track students' progress (impact management) as well as ascertain their outcomes (impact evaluation).

We collect data on our students' academic and socio demographic background, their participation on our programme and progress on our bespoke university readiness scales, and their academic results and university destinations. We use this data to intervene in real-time when delivery goes off-course but also to understand how The Access Project activities affect student outcomes.

We also regularly quality assure our delivery – for example, through drop-ins during tutorials, workshops and one-to-one mentoring sessions – to make sure that we are delivering consistently well for all of our students. Our evidence of what good looks like is used to plan training for new staff and development for continuing University Access Officers. This work is supported by regular feedback from our front-line delivery team and insights from our student surveys and focus groups.

Our evaluation work enables us to better understand how well our programme is working, for which students, and why. Through our annual impact evaluation, we aim to:

- Assess to what degree our students meet the programme's outcomes
- Ascertain that they meet these outcomes because of our work
- Identify the key drivers of impact and understand how they work, and for whom they work.

The findings from the evaluation feed into decisions around programme delivery and design, as well as the organisational strategy. This is how we continue to drive up our performance year on year.

 $<sup>^{2}</sup>$  Our definition of a selective university is based on the Department for Education's list of the top third universities, as defined by grade tariff for admission.

# Our achievements in 2020/21

#### Selection as a National Tutoring Programme Provider and expansion into West Yorkshire

The Access Project was part of the successful online tuition pilot in summer 2020. This helped to make the case for the Government to introduce a National Tutoring Programme (NTP), which is the cornerstone of the efforts to help disadvantaged students catch up on learning loss as a result of the pandemic.

We were delighted to be selected as one of 33 tuition partners from around 400 applications. This was a testament to the quality of tuition and impact achieved by The Access Project over a number of years. Our involvement as an NTP tuition partner enabled us to access scale-up costs which helped us to expand our offering to West Yorkshire. We partnered with Dixons Academy Trust, in a new model of engagement with a multi-academy trust, and began supporting 156 students in two schools in the region.

#### Core programme

Volunteer tutors support a student in a one-to-one capacity using our bespoke online tuition platform to improve their grades in one of their GCSE or A level subjects. Over 1,800 volunteers delivered at least one tutorial during the academic year, an increase of 362 volunteers from 2019/2020. This equates to 35,713 hours of volunteer tutorials.

Having recruited a record number of tutors this year, 98% of students were matched with a tutor. In addition, 92% of mentoring provision was delivered, despite the constant change and upheaval that COVID-19 presented.

Our successful programme delivery led to 94% of students applying to a top university, with 94% of these receiving offers, and almost seven in 10 placing at a selective institution on results day.

# Nana is "more excited than nervous" to be going to Cambridge University

Nana went to Oasis Academy Hadley. She was tutored in English Literature. "My tutor made me fall in love with English Literature," she says. "She helped me academically and taught me to broaden my horizons and the importance of wider reading. Not only that but she put me in touch with people she knew from Cambridge who helped me with my personal statement."

Her experience on The Access Project was one that helped her not only academically but also helped her to grow as a person. "Before The Access Project I didn't have high aspirations. The Access Project widened my ambitions."



#### KS5 attainment raising pilot

The pilot aims to test the feasibility, scalability and impact of small group tuition delivered by professional, paid tutors across three different A level subjects (Biology, English and Maths). We planned to deliver group tuition to 90 students across Key Stage 5 in selected schools. We successfully recruited nine tutors to tutor 83 students in total.

Between March and July the groups reached a total of 352 hours of tutorials, with an average of 81% student attendance – the same percentage attendance as one-to-one tuition. Group tutors also had the opportunity to deliver study skills modules, which were designed to complement the A level curriculum for the subject they were tutoring.

Throughout the delivery of the pilot we were careful to seek timely feedback from students and tutors. Students were surveyed twice and a round of focus groups was held at the end of the academic year. We were interested in investigating how impactful students felt group tuition was in comparison to one to one tuition. On a one to five rating, students scored:

- Their group tuition highly when asked about their enjoyment of group tuition (average rating 3.94)
- If they felt that group tuition helped them progress (average rating 3.96)
- If their group tutor plans tutorials at a suitable level for them (average rating 4.2).

Students also positively commented on the capability of their group tutors, citing their examspecific knowledge and expertise with exam technique and advice. Additionally, students felt that learning in groups was a positive experience and that they could learn from peers.

Towards the end of the academic year we began planning for scaling the pilot up to work with 160 students (80 in Year 12 and 80 in Year 13) across all of our schools with sixth forms.

#### Transition mission extension

This year we extended our mission to include students' successful transition to university. We have defined successful transition as enrolment into the second year of university, and students reporting a "sense of belonging" at their institution.

To deliver these outcomes for students we have identified five key objectives for students, covering time management, academic transition, wider student experience, university services and finance. This work has been mainstreamed through our four-year programme. The activities - workshops, trips and one-to-ones - have enabled us to develop students' knowledge, motivation, independence and academic self-efficacy in relation to successful transition. Supporting students with transition to university through our in-school programme means that we can be confident that these activities are delivered to the same high level of fidelity and quality as our core programme.

Over the summer of 2021, we delivered increased transition provision to students who were about to start university in the autumn. We held "transition week" - a webinar series on

preparing for university, delivered in partnership with university academics and partner organisation upReach, which reached over 90 students. Additionally we ran peer mentoring support for 65 students who were matched with former students of The Access Project who are in the years above them at the same university.

Once students begin university they receive termly newsletters with advice and guidance on university life, careers opportunities and reactive support for some students in need. To deliver events, provision and peer mentoring, we engage university students as student ambassadors where possible. We know that hearing messaging from relatable peers is likely to resonate more with students, and this work also provides income and skills development for university students.

We are looking forward to seeing how our first cohort of students who received our transition support have adapted to university. We won't be able to find out if they have enrolled onto the second year yet, but we will be able to collect data on their sense of belonging at their institution.

I think the pandemic definitely impacted my education in a negative way but I was lucky enough to have internet at home and a tutor. It really shined a light on the disparities in education. Even when we were learning online I always had The Access Project and my tutorials online. When education was all over the place I still had my tutorials and it meant I didn't fall behind in English.

> - Our student Phoebe who placed at the University of St Andrews to study English Literature by getting three A\*s.

### Our plans for 2021/22

We will grow our KS5 attainment pilot, building on the learnings from our first year and testing how the proposition can scale and what is required to do this.

We will also be putting in place the building blocks to expand into a new region - the North West - through a unique partnership with The Queen's College, Oxford. We have recruited four schools to partner with us, and will be launching these programmes in September 2022.

After a really challenging 18 months for our staff, we will be reviewing our people strategy and how we support and develop staff, as well as developing a multi-year Equality, Diversity and Inclusion strategy, to ensure we are attracting diverse talent, and creating an inclusive environment for people regardless of their background or identity.

We will also review our longer-term strategy, and will be finalising a multi-year plan.

### Our finances

#### Income and expenditure

During the year The Access Project received income of £2.8 million, achieving growth of 30% on the previous year and exceeding our budget. A substantial proportion of our income growth was a result of The Access Project's participation in the National Tutoring Programme. Other key funding sources continue to include grant making trusts, businesses, individual donors, schools and universities. We are grateful for the ongoing support of Impetus who have provided direct funding and enabled co-investment funding from other organisations.

Our expenditure for the year was £2.8 million, representing a 13% increase in expenditure on the previous year. The increased expenditure was a result of delivering our core programme in four new schools over the course of the year and commencing our KS5 attainment raising pilot.

#### Balance sheet and reserves

At 31 August 2021 The Access Project had net assets and total funds of £1.2 million, an increase of £62,868 on the previous year. Of these, £1.2 million were held as unrestricted reserves in the general fund, with a further £9,065 restricted for use on student prizes and technology.

The Access Project's policy is to hold reserves equal to at least three months of operating costs in order to safeguard against the risks of a downturn in income or unforeseen liabilities or expenditure. At 31 August 2021, The Access Project's free reserves were equal to 4.6 months of operating costs. This has enabled us to continue with the same level of activity and scale up our KS5 attainment raising pilot in 2021-2022 despite the challenging funding environment.

#### Fundraising

The Access Project's fundraising activities included seeking and securing financial contributions from individuals, universities, corporations, trusts and foundations, and grant making bodies. We claim Gift Aid on donations made by individuals which are eligible. Partnerships with companies can offer both financial and in-kind support, including pro bono projects and providing volunteers. We seek funds from charitable trusts and foundations and apply for both core support and funds restricted to specific projects and purposes. All fundraising is managed internally and delegated to the Partnerships Director who is accountable to the trustees via the Executive. We employ in-house fundraisers and do not work with any third-party fundraisers.

As well as being guided by our own internal fundraising strategy and policies, The Access Project adheres to the Code of Fundraising Practice (including guidance on vulnerable donors) and is registered with the UK Fundraising Regulator. Some individual fundraisers are also members of the Institute of Fundraising. No complaints were received during the year in relation to our fundraising.

#### Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that The Access Project has adequate resources to continue in operational existence for the foreseeable future. The Executive team and trustees have evaluated the level of reserves, cash flow forecasts and future income streams and remain confident of the ongoing viability of the charity. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

## Principal risks and uncertainties

The trustees regularly review a register of risks to which the charity is exposed and are satisfied that systems and procedures are in place to mitigate The Access Project's exposure to them.

The key risks identified in 2020/21 were:

- Loss of substantial income from various income streams. This was mitigated by maintaining a diverse mix of funding
- Not recruiting enough volunteers for the 2021/22 academic year. This was mitigated by finalising a volunteer recruitment strategy and using data analysis to identify possibilities for efficiencies in recruitment and onboarding
- A safeguarding incident occurring in relation to the programme. This was mitigated by implementing our safeguarding policy and procedures (including safer recruitment), providing training for staff and volunteers and running a safeguarding working group headed by our Policy & Safeguarding Manager
- An information security incident occurring. This was mitigated by appointing a Data Protection Officer (DPO) and developing systems resilience and implementing relevant policies.

### Our governance

The Access Project is registered as a charitable company limited by guarantee and constituted under a Memorandum of Association dated 12 June 2011 (registered charity number 1143011). The members agree to contribute £1 or any smaller amount in the event of the charity winding up.

The Access Project is governed by a board of trustees, currently 9, that meets at least four times a year. New trustees are appointed by a decision of the existing trustees under the terms of the Articles of Association and all trustees become members of the charity upon appointment. Once appointed, each trustee undergoes an induction with the Chief Executive Officer (CEO) and the Executive team.

The trustees are responsible for the governance of and for setting the overall strategy and direction of the charity. Operational matters connected with implementation of the strategy, together with responsibility for the day-to-day running of the organisation, are delegated to the CEO and Executive team. Some of the board's powers and functions are delegated to board committees in line with their terms of reference. The committees in operation are:

- Finance committee: This committee meets on a quarterly basis and is responsible for reviewing budgets and forecasts, monitoring financial performance and reviewing the charity's financial controls
- **Remuneration committee:** This committee meets at least annually and considers annual inflationary salary increases and performance awards and directs the pay and remuneration of the Executive team. In setting the remuneration of the Executive team the committee considers market rates, skill sets and performance
- Nomination committee: This committee meets as required and evaluates the suitability of applications for trustee positions and potential trustee nominations

# Statement of trustees' responsibilities

The trustees (who are also directors of The Access Project 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 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 then apply them consistently
- Observe the methods and principles in the Charities Statement of Recognised Practice (SORP)
- Make judgments and accounting estimates that are reasonable and prudent
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements

• Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

#### 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
- That each 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.

In preparing the report, the trustees have taken advantage of the small companies exemptions provided by Section 415A of the Companies Act 2006.

This report was approved by the trustees on 10 May 2022 and signed on their behalf by:

John Kelly-Jones

Peter Denison-Pender

J Kelly-Jones

P R Denison-Pender FCCA CFA

Interim Chair of Trustees

Honorary Treasurer, Trustee

# Reference and administrative details

Charity Name:	The Access Project
Charity registration no:	1143011
Company registration no:	07473072
Registered office:	128 Aldersgate Street, Barbican, London, EC1A 4AE
Principal office:	The Dock, Tobacco Quay, Wapping Lane, London, E1W 2SF
Website:	www.theaccessproject.org.uk
The Access Project Board of	Trustees
M.E. Curnock Cook CBE	(Chair – resigned 5 October 2021)
J.T. Kelly Jones	(Interim Chair from 7 April 2022)
A. Johnson	(Chair – appointed 5 October 2021, resigned 7 April 2022)
D.M. Bennett	
K. Brewis	
A. Burns	
T.R. Chowdhury	
N.P. Cosgrove	
J. Daboo	(Resigned 23 November 2021)
P.R. Denison-Pender	(Honorary Treasurer)
E. Leech	
N.S.W. McIntosh CBE	(Resigned 23 November 2021)
F. Nacakgedigi	
Chief Executive Officer:	Nathan Sansom
Independent Auditors:	Goodman Jones LLP, 29/30 Fitzroy Square, London W1T 6LQ
Bankers:	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill,
Burritoro.	West Malling, Kent, ME19 4JQ
Solicitors:	Slaughter and May, One Bunhill Row, London, EC1Y 8YY CMS Cameron McKenna Nabarro Olswang LLP Canon Place, 78 Cannon Street, London, EC4N 6AF

# Independent auditor's report to the members of The Access Project

#### Opinion

We have audited the financial statements of The Access Project (the 'Charity') for the year ended 31 August 2021 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 as set out on pages 19 to 33. 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 2021 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 and Companies Act 2006

#### Basis of 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

In auditing the financial statements, we have concluded that the director's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on

the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

#### 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 except to the extent otherwise explicitly stated in our report.

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:

- 1. the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- 2. sufficient accounting records have not been kept; or
- 3. the financial statements are not in agreement with the accounting records and returns; or
- 4. 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.

Irregularities, including fraud, are instances of non compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and section, we identified that the principal risks of non-compliance with laws and regulations related to sector regulations and unethical and prohibited business practices, and we considered the extent to which noncompliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011, Companies Act 2006, Charity Commission and sector regulations. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls). Appropriate audit procedures in response to these risks were carried out. These procedures included:

- Discussions with management, including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Reading minutes of meetings of those charged with governance;
- Obtaining and reading correspondence from legal and regulatory bodies including HMRC;
- Identifying and testing journal entries;
- Challenging assumptions and judgements made by management in their significant accounting estimates.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members; and remained alert to any indications of fraud or noncompliance with laws and regulations throughout the audit.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <u>www.frc.org.uk/auditorsresponsibilities</u>. 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

Chartered Accountants 29/30 Fitzroy Square, London W1T 6LQ Date: <sup>24-05-22</sup>

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

# Financial statements

# STATEMENT OF FINANCIAL ACTIVITES FOR THE YEAR ENDED 31 AUGUST 2021 (Incorporating the Income & Expenditure account)

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	1,124,132	846,118	1,970,250	1,472,789
Charitable activities	4	838,350	3,000	841,350	697,650
Investment income	5	129	-	129	1,648
Other income		1,890	-	1,890	480
Total income		1,964,501	849,118	2,813,619	2,172,567
Expenditure on:					
Charitable activities		1,573,452	867,337	2,440,789	1,999,889
Raising funds		319,962	-	309,962	438,240
Total expenditure	6	1,883,414	867,337	2,750,751	2,438,129
Net (expenditure)/ income		81,087	(18,219)	62,868	(265,562)
Transfers between funds		-	-	-	-
Net movement in funds		81,087	(18,219)	62,868	(265,562)
Reconciliation of funds:					
Neconciliation of funds:					
Total funds brought forward		1,077,346	27,284	1,104,630	1,370,192
Total funds carried forward		1,158,433	9,065	1,167,498	1,104,630

The notes on pages 22 to 33 form part of these financial statements.

# BALANCE SHEET AS AT 31 AUGUST 2021

#### The Access Project, Company number 07473072

	Note	£	2021 £	£	2020 £
	Note	L	Ľ.	Ľ	Ľ
<b>Fixed assets</b> Tangible assets	10		6,884		3,159
Current assets					
Debtors	11	96,323		120,849	
Cash at bank and in hand		1,605,975		1,192,227	
		1,702,298		1,313,076	
<b>Creditors:</b> amounts falling due within one year	12	(541,684)		(211,605)	
Net current assets			1,160,614		1,101,471
Net assets			1,167,498		1,104,630
Charity funds					
Unrestricted funds: General fund			1,158,433		1,077,346
Restricted funds			9,065		27,284
Total funds	13		1,167,498		1,104,630

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 year 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 on 10 May 2022 and signed on their behalf by:

Peter Denison-Pender

#### P R Denison-Pender FCCA CFA

Honorary Treasurer, Trustee

The notes on pages 22 to 33 form part of these financial statements.

## STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 AUGUST 2021

		2021 £		2020 £
<b>Cash flows from operating</b> activities: Net income/ (expenditure) for the year				
(as per Statement of Financial				
Activities) Adjustments for:	62,868		(265,562)	
Depreciation charges (Increase)/ Decrease in debtors Increase in creditors	6,059 24,526 330,079		6,024 284,567 26,979	
Net cash provided by	330,079		20,777	
operating activities		423,532		52,008
Cash flows used in investing activities:				
Purchase of tangible fixed assets	(9,784)		(1,085)	
Net cash used in investing activities		(9,784)		(1,085)
Change in cash and cash equivalents in the year		413,748		50,923
Cash and cash equivalents at the beginning of the year: Cash at bank and in hand		1,192,227		1,141,304
Cash and cash equivalents at the end of the year:				
Cash at bank and in hand	-	1,605,975		1,192,227
	=	,	:	, ,

The notes on pages 22 to 33 form part of these financial statements.

# NOTES TO THE FINANCIAL STATEMENTS

#### 1. General information

The Access Project is a charitable company, limited by guarantee, registered in England and Wales, and whose registered office address is 128 Aldersgate Street, Barbican, London, EC1A 4AE. 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 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 2015) (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Access Project 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.

Accounts are prepared in Sterling, the functional currency of the charity, and rounded to the nearest £.

#### 2.2 Company status

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 14. 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

Despite the disruption caused by the COVID-19 pandemic, The Access Project has maintained the vast majority of its delivery to students by moving mentoring and tutoring support to online delivery models. The Trustees have prepared revised budgets, forecasts, and cash flow projections, and continue to review these as circumstances evolve and further

#### 2.3 Going concern (continued)

information becomes available. The charity's resources continue to be satisfactory to enable the charity to meet its obligations.

After reviewing the level of recurring expenditure, expected income and the future plans of the charity, the Trustees consider that there is no material uncertainty regarding the charity's ability to continue as a going concern, and consequently believe that the financial statements are appropriately prepared on such a basis.

#### 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.

Designated funds are unrestricted funds of the charity which the Trustees have decided at their discretion to set aside to use for a specific purpose.

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 as well as any performance conditions attached to the grants. Grant income is deferred only to the extent that the charity has yet to fulfill the related performance conditions.

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 the volunteers is not recognised - refer to page 7 for more information about their contribution.

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.

#### 2.5 Income (continued)

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

#### 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 bank.

#### 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.

All expenditure is inclusive of irrecoverable VAT.

#### 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

All assets costing more than £500 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities incorporating Income and Expenditure Account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Computer equipment - Straight line basis over 3 years

#### 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 interest payable and similar charges.

#### 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.

#### 2.14 Critical accounting estimates and judgements

Estimates and judgements are continually evaluated and are based on historical experience and other factors including expectations of future events that are believed to be reasonable under the circumstances. The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

No judgements (apart from those accounting estimates) have been made in the process of applying the above accounting policies.

No key assumptions concerning the future and key sources of estimated uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year have been identified.

# 3. Income from donations and legacies

	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	2021	2021	2021	2020
	£	£	£	£
Donations	571,981	99,242	671,223	677,732
Grants	552,151	746,876	1,299,027	795,057
Total donations and legacies	1,124,132	846,118	1,970,250	1,472,789
Total 2020:	1,194,773	278,016	1,472,789	

Included within grant income above is £3,226 (2020: £7,520) received as part of the UK Government's Coronavirus Job Retention Scheme.

#### 4. Income from charitable activities

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
	Tuition and school support	838,350	3,000	841,350	697,650
	Total 2020:	694,650	3,000	697,650	
5.	Investment income	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
	Bank interest	129	-	129	1,648
	Total 2020:	1,648	-	1,648	

# 6. Analysis of expenditure by activities

Charitable activities: Tuition and school	Staff costs 2021 £	Other direct costs 2021 £	Support costs 2021 £	Total 2021 £	Total 2020 £
support Raising funds Support costs	1,608,535 220,111 371,480	266,464 12,429 271,732	565,790 77,422 (643,212)	2,440,789 309,962 -	1,999,889 438,240 -
Total expenditure Total 2020:	<b>2,200,126</b> 1,998,637	<b>550,625</b> 439,492	-	<b>2,750,751</b> 2,438,129	2,438,129

Support costs are allocated on the basis of direct staff costs.

#### 7. Support costs

	Total	Total
	2021	2020
Governance costs:	£	£
Audit	9,360	8,520
	9,360	8,520
Other support costs:		
Marketing and promotion	13,020	17,662
Accounting	29,478	29,802
Legal and professional fees	6,874	10,514
Bank charges	248	330
Computer expenses	34,499	13,922
Insurance	3,618	3,238
Rent	26,337	91,895
Office Supplies	5,203	3,937
Recruitment	34,003	22,023
Temporary staff	26,949	48,270
Other staff costs	33,642	13,841
Travel	1,958	17,855
Telephone and internet	13,873	8,491
Events	4,066	5,829
Subscriptions	8,669	4,187
Other costs	13,876	736
Depreciation	6,059	6,024
	262,372	307,076
Staff costs	371,480	458,082
	643,212	765,158

#### 8. Net income/(expenditure)

This is stated after charging:

	2021	2020
	£	£
Depreciation of tangible fixed		
assets:		
- owned by the charity	6,059	6,024

During the year, no trustees received any remuneration or benefits in kind (2020 - £nil)

No trustees received reimbursement of expenses in the current year (2020 - £174 to two trustees)

#### 9. Staff costs

Staff costs were as follows:

	2021	2020
	£	£
Wages and salaries	1,959,778	1,790,474
Social security costs	189,499	164,857
Other pension costs	50,849	43,306
	2,200,126	1,998,637

The average number of persons employed by the charity during the year was as follows:

	2021	2020
	No.	No.
Tuition and school support	47	40
Raising funds	5	7
Support costs	11	10
	63	57

The number of employees earning £60,000 or more in the year (exclusive of employer pensions and employer National Insurance contributions) was:

	2021	2020
	No.	No.
£60,000- £70,000	1	1
£80,000 - £90,000	1	1

During the year, total remuneration and benefits paid to key management personnel (inclusive of employer pensions and employer National Insurance contributions) totalled £405,300 (2020: £420,143).

# 10. Tangible fixed assets

11.

l'angible fixed assets	Computer equipment £		
Cost			
At 1 September 2020		32,930	
Additions		9,784	
Disposal		(12,882)	
At 31 August 2021		29,832	
Depreciation			
At 1 September 2020		29,771	
Charge for the year		6,059	
Disposal		(12,882)	
At 31 August 2021		22,948	
Net book value			
At 31 August 2021		6,884	
At 31 August 2020		3,159	
Dahaa			
Debtors	2021	2020	
	2021 £	2020 £	
	Ľ	L	
Other debtors	1,800	10,929	
Prepayments and accrued income	71,523	64,920	
Trade debtors	23,000	45,000	
	96,323	120,849	

#### 12. Creditors: Amounts falling due within one year

	2021 £	2020 £
Taxation and social security	51,246	48,596
Pensions	10,595	9,109
Trade creditors	26,482	27,481
Accruals	49,745	51,419
Deferred income	403,616	75,000
	541,684	211,605
	2021	2020
	£	£
Deferred income		
Deferred income brought forward	75,000	80,750
Amounts released from previous years	(75,000)	(80,750)
Amounts deferred during the year	403,616	75,000
Deferred income carried forward	403,616	75,000

Deferred income has arisen due to invoices raised in advance in respect of 2021/22 activities and grant income with attached KPIs that relate to future academic years.

#### 13. Statement of funds

	Statement of funds - curr	ent year				
		Brought				Carried
		forward 1			Transfers	forward 31
		September			between	August
		. 2020	Income	Expenditure	funds	2021
	Restricted funds	£	£	£	£	£
1.	Nominated					
	school delivery	-	140,000	(140,000)	-	-
2.	Online tuition	7,507	38,800	(46,307)	-	-
3.	Technology equipment	10,114	22,442	(25,274)	-	7,282
4.	University trips	-	3,000	(3,000)	-	-
5.	University transition	7,907	-	(7,907)	-	-
6.	Student prizes	1,756	-	(280)	-	1,476
7.	National Tutoring					
	Programme	-	613,876	(613,876)	-	-
8.	KS5 pilot	-	31,000	(30,693)	-	307
	Total restricted funds	27,284	849,118	(867,337)		9,065
	Unrestricted funds					
	General Fund	1,077,346	1,964,501	(1,883,414)	-	1,158,433
	Total unrestricted funds	1,077,346	1,964,501	(1,883,414)	-	1,158,433
	Total funds	1,104,630	2,813,619	(2,750,751)	-	1,167,498

#### Purposes of restricted funds

- 1. The nominated school delivery fund is restricted to programme delivery in specific schools.
- 2. The online tuition fund is restricted to online tutoring and resources.
- 3. The technology equipment fund is restricted to the purchase of equipment for students.
- 4. The university trips fund is restricted to the provision of student trips to visit universities.
- 5. The university transition fund was funded by Nesta and is restricted to spend on the university transition programme.
- 6. The student prizes fund is restricted to the award of student prizes.
- 7. The National Tutoring Programme fund is restricted to delivery under the NTP 2020/21agreement.
- 8. The KS5 pilot fund is restricted to activity developing a group tuition model to raise attainment.

# 13. Statement of funds (continued)

# Statement of funds - prior year

	Sutement of lands phot	Brought forward 1			Transfers	Carried forward 31
		September			between	August
		2019	Income	Expenditure	funds	2020
	Restricted funds	£	£	£	£	£
1.	Nominated					
	school delivery	-	111,000	(111,000)	-	-
2.	Online tuition	-	104,784	(97,277)	-	7,507
3.	Technology equipment	-	30,476	(20,362)	-	10,114
4.	University trips	-	8,000	(8,020)	20	-
5.	University transition	-	15,000	(7,093)	-	7,907
6.	Volunteering	-	10,000	(10,000)	-	-
7.	Student prizes	-	1,756	-	-	1,756
	Total restricted funds		281,016	(253,752)	20	27,284
	Unrestricted funds					
	Designated fund:					
	Transformation Fund	275,000	-	-	(275,000)	-
	General Fund	1,095,192	1,891,551	(2,184,377)	274,980	1,077,346
	Total unrestricted funds	1,370,192	1,891,551	(2,184,377)	(20)	1,077,346
	Total funds	1,370,192	2,172,567	(2,438,129)		1,104,630

#### 14. Analysis of net assets between funds

#### Analysis of net assets between funds - current year

	Unrestricted	Restricted	Total
	funds	funds	funds
	2021	2021	2021
	£	£	£
Tangible fixed assets	6,884	-	6,884
Net current assets	1,151,549	9,065	1,160,614
	1,158,433	9,065	1,167,498
Analysis of net assets between funds - prior year			
	Unrestricted	Restricted	Total
	funds	funds	funds
	2020	2020	2020
	£	£	£
Tangible fixed assets	3,159	-	3,159
Net current assets	1,074,187	27,284	1,101,471
	1,077,346	27,284	1,104,630

#### 15. Operating lease commitments

At the reporting end date the company had the following future minimum lease payments under non-cancellable operating leases (all for property) which fall due as follows:

	2021	2020
	£	£
Within 1 year	3,000	7,200
Total	3,000	7,200

#### 16. Related party transactions

A total of £32,973 (2020: £35,828) was donated from trustees during the financial year. No restrictions were attached to these donations.

Apart from that disclosed above and elsewhere in the financial statements, there are no other transactions with related parties that require disclosures.

#### 17. Controlling party

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