

**The National Association for Special
Educational Needs (nasen)**

Report of the Trustees and Audited Financial Statements

For the Year Ended 31 December 2014

The National Association for Special Educational Needs (nasen)

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for the Year Ended 31 December 2014**

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REFERENCE AND ADMINISTRATIVE INFORMATION

Name:	The National Association for Special Educational Needs (nasen)
Registered Company Number:	2674379 (England and Wales), Company limited by guarantee
Registered Charity Number:	1007023
Registered Office:	nasen House 4-5 Amber Business Village Amber Close Amington Tamworth B77 4RP
Website Address:	www.nasen.org.uk
E-mail:	welcome@nasen.org.uk

Trustees and Directors

The directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

Trustees serving during the year were as follows:

Stephen Bajdala-Brown (Chair)
Richard Carpenter (Chair of Finance Committee)
Elaine Colquhoun
Trevor Daniels
Richard Denyer (Chair of Governance Committee)
Agnes Donnelly
Alex Griffiths
Linda Redford
David Ryan (Vice-Chair)
Andrew Whelan *resigned 15 May 2014*

The following Trustees were appointed after 31 December 2014 but prior to the date of this report:

Christopher Marshall
Alison Goddard
Dr Sue Soan

Senior Management Team

Jane Friswell	Chief Executive
Alison Wilcox	Education Development Officer
Beverley Walters	Professional Development Manager
David Roberts	Finance Manager

Executive Team

Guy Bennett	Communications & Marketing Executive
Vacancy	Sales & Business Development Executive

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Administrative Team

Sarah Cann	Professional Development Administrator
Jane Cobby	Personal Assistant to Chief Executive
Sam Ward	Membership Administrator
Denise Upton	Accounts Administrator

Auditors Rice & Co Limited, 14a Market Place, Uttoxeter, Staffordshire, ST14 8HP

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Governing Document

The Association is a charitable company limited by guarantee and is governed by the terms set out in its Memorandum and Articles of Association.

Charitable Objects and Principal Activity

The objects of the Association are to promote the education, training, advancement, development and treatment of all infants, children and young persons and others of whatever age with special educational needs or learning difficulties.

Appointment and Induction of Trustees

New Trustees are appointed by the existing Board of Trustees by a structured selection process ensuring a spread of expertise. All incoming Trustees are provided with an induction pack outlining their role and responsibilities including details of the charity's internal policies and regulations. More recently, from this year the charity have prioritised the training needs of Trustees with a particular focus on good governance of the Association. Training provided has been delivered by a charity commission approved provider. Trustees give their time voluntarily and receive no benefits from the charity other than an expenses directly incurred.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Trustees and financial statements in accordance with applicable law and regulations.

Company law and the law applicable to registered charities in England and Wales requires Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (UKGAAP, United Kingdom Accounting Standards and applicable law). 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 methods and principles in the Charities Statements of Recommended Practice (SORP);
- Make judgements and estimates which are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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 Charities Act 2011, the Companies Act 2006 and the Charity (Accounts and Reports) Regulations 2008. 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.

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Statement as to Disclosure of Information to Auditors

So far as Trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware and each Trustee has taken all the steps necessary in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Organisation

The Board of Trustees administers the charity and holds quarterly committee and full board meetings to monitor progress and enable strategic decisions to be made. The Trustees seek advice from five specialist advisory groups made up of volunteers drawn from nasen's membership.

A Chief Executive is appointed by Trustees to manage the day to day operations of the Association. To facilitate operations, the Chief Executive has delegated authority, within the terms of authority approved by the Trustees, for operational matters.

The majority of activities are undertaken through or coordinated by nasen's central office at nasen House. In addition, the Association's objectives are promoted and supported by some local Branches throughout the United Kingdom.

Risk Statement

The Trustees maintain a register of the major risks to which nasen is exposed. The register is reviewed quarterly by Trustees. Systems and financial insurances against such risks are in place to mitigate any risks as far as nasen is able, within its own practical and financial constraints.

Our Objects

The objects of the Association are to promote the education, training, advancement, development and treatment of all infants, children, young persons and others of whatever age with special educational needs or learning difficulties.

Nasen believes that:

- Every human being has an entitlement to personal, social and intellectual development and must be given the opportunity to achieve his/her potential in learning
- Every human being is unique in terms of characteristics, interests, abilities, motivation and learning needs
- Those with additional learning needs and/or disabilities should have access to high quality and appropriate education
- Promoting the interests of those with special/additional educational needs and/or disabilities requires a number of approaches including motivating, engaging, equipping and supporting professional practitioners and policy makers

AIMS

Nasen aims to:

- Provide a national forum for those actively teaching, supporting and caring for children and young people with special and additional needs and/or disabilities
- Contribute to the formulation and development of national special educational needs and/or disability (SEND) policy and practice
- Represent the needs and views of our members through a range of national and local bodies, provision of training, information and support
- To be the leading professional association for special educational needs and disabilities

Nasen charitable objectives for 2014 were:

- To offer high quality professional development opportunities to further the celebration of excellence in products, resources and training for special education needs and disabilities

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- To influence and represent membership in the development and direction of special needs and disability policy and practice
- To pursue additional funding opportunities and other business initiatives which support the development of the association and improve financial sustainability

HOW WE ACHIEVE OUR AIMS AND OBJECTIVES

The charity sets out to achieve its charitable objectives by harnessing the knowledge and experience of members, and through the provision of goods and services including publications, online research journals, organising professional development events and through partnership working.

Responding to Need and Influencing Development

Nasen has a number of ways of ensuring that both its members and other stakeholders are involved in supporting the charity. Nasen has five Advisory Groups each comprising of up to fifteen members and they meet three times a year to provide advice and support to the charity in line with operational objectives.

Nasen provides its membership magazine *Special*, e-newsletters, online research journals, publications and resources to engage with members regularly and offer training opportunities. Nasen is able to gain a valuable insight into the needs of those working in the field and gather information that influences the charity's development. The membership acts as a resource to enable the charity to contribute to the development of special educational needs and disability policy and good practice.

Evaluating Success and Achievement

Nasen evaluates success in a number of ways including the reach of the organisation in terms of how many professionals we engage with through our publications, website, events and membership, feedback we receive from our members and non-member stakeholders, our measure of impact within the sector and our financial sustainability. Trustees also manage the effectiveness of the Chief Executive in meeting the operational objectives of the organisation through performance management review.

Who Uses and Benefits from our Services?

Approximately 20% of the school population are identified as having a special educational need and/or disability (SEND). There is a need and growing demand for information and resources from those working with or caring for pupils and students which nasen strives to meet in a number of ways ensuring that our charitable objectives are met.

The nasen website is a unique resource freely available to those interested in SEND with over 79,000 visitors over the last year. Aimed at equipping and supporting professionals working in the sector we disseminate SEND information, policy, resources and training information from nasen and others in the field.

Having identified a lack of training opportunities in the North of England, nasen has continued to expand its national two-day SEND event, nasen Live. Primarily for education professionals the event is open to the public and contains a wide range of low cost and free to access professional development opportunities.

With the majority of children and young people who have special needs being educated in mainstream schools, nasen also attends a number of mainstream educational exhibitions including BETT, SEN London and the Education Show. At these events nasen performs functions such as operating the special needs information point, contributing to the seminar programme and sharing good SEND practice through the nasen exhibit.

Membership of the Association is available to all those who work with and care for children and young people with special and additional educational needs. Membership may be taken up either on an individual or organisational basis. Individual members include teachers, teaching assistants, support workers, other educationalists, students and parents. Organisational members

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include schools, colleges, early years settings and other groups working within the field and such membership allows all members of staff to receive this, including:

- Bi-monthly issues of the nasen magazine Special
- 3 issues of Special Extra per year
- Monthly e-newsletter
- Access to members area of nasen website and policy documents
- nasen professional development events and resources
- Leading SEN publications
- Priority access to nasen events

Furthermore, nasen contributes greatly and has a strong influence on policy and practice in the area of special educational needs through consultation and joint projects with government departments, other professional bodies and the voluntary sector. This allows us to improve the impact of those working in the profession and ultimately the lives of those they are supporting.

Public Benefit Statement

In accordance with S17(5) of the Charities Act 2011, Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives and in planning future activities. In particular, Trustees considered how our planned activities would contribute to the aims and objectives we have set.

In setting our objectives and planning our activities we have also given careful consideration to the Charity Commission's supplementary public benefit guidance on advancing education and fee charging. The charity relies on income from fees and charges to cover its operating costs. The income generated in this way enables nasen to serve the public benefit we provide. In setting the level of fees, charges and concessions, the Trustees give careful consideration to the accessibility of our goods and services to those on low incomes.

2014 REVIEW

2014 has been a significant year for legislative and strategic reform for special educational needs and disability policy provisions across England. Nasen welcomed the publication of the new SEND Code of Practice 2014 issued by the Department for Education (DfE), England in July which provides statutory and non-statutory guidance for all schools, settings and colleges for the provision they must and should make to meet the needs of pupils and students identified with special educational needs. We welcomed the new legislative reforms to special educational needs and disability provisions in England through the introduction of Children & Families Act, Part III, 2014.

Nasen continued to deliver the second year of our government voluntary grant funded project by the development and production of the SEND Gateway, an online knowledge portal for all schools and education settings to access high quality information, resources and training to support special educational needs and disability (SEND). The SEND Gateway resource was officially launched at the nasen LIVE 2014 event, with the Minister for Children & Families, Rt Hon Edward Timpson MP attending.

The voluntary grant agreement with the Department for Education enabled nasen to deliver 8 free Implementation Events focusing on providing training and information to over 1300 SEND professionals across the country on the forthcoming legislative changes the SEND reform programme introduces. Feedback from these events informs our ongoing dialogue with DfE to influence delivery and design of national policy change for SEND.

The key messages of national reform to SEND continued to drive the work of nasen in 2014, a year in which nasen published implementation guidance "Everyone Included" providing guidance to settings, schools and colleges on the new requirements under new legislation for SEND.

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2014 Key Objectives and Achievement

Objective	Achievement
Develop and implement membership strategy where recruitment and retention are key	Nasen has prioritised this aspect of organisational delivery and this is evidenced by stability and steady increase in membership numbers achieved across the year. <i>The SENCO Guide to Preparing for School Inspection</i> 2nd edition was published in January 2014 to accommodate changes made to the school inspection framework in December 2013 and the continuation of new membership offers ties to this new and improved publication.
Review and expansion of “ <i>Special</i> ”, membership magazine to reflect the 0-25 years requirements of the targeted membership	Nasen editorial review of content has progressed in line with our improved membership focus this year, resulting in a significant increase in content which appropriately reflects the broader audience to whom nasen promotes. Expansion plans within the early years and further education sector reflects the commitment to our small but growing membership representative of these sectors in education. We have commissioned editorial content from a wide range of contributors working within these sectors and our membership feedback survey regarding <i>Special</i> magazine provided a 97% response of members regarding <i>Special</i> as high quality and useful resource.
To offer high quality professional development opportunities for all professionals working in the field.	Through nasen’s range of professional development events and training opportunities, the organisation continues to provide high quality CPD opportunities to all professionals. The CPD seminars provided at Nasen Live 2014 were the most successful CPD event in the history of the organisation in terms of attendance, evaluation and demand for seminars outstripped supply. Coupled with the delivery and launch of the new SEND Gateway, the first online portal for education professionals with an interest in the field of SEND.
Review and development of comprehensive Staff Handbook including HR and operational policies, procedures and protocols, consult and share with staff	Nasen has published a comprehensive staff handbook which in consultation with all staff now includes all key operational policies including all HR policy and procedures. This document is subject to annual review and a nominated staff working party with SMT will be responsible for the ongoing review of this piece of work.
Provide an online resource for all education professionals working with children and young people with SEND aged 0 – 25.	The pace of progress on development of the SEND Gateway increased significantly through 2014 with nasen successfully completing the ‘build’ phase of development and launch of the SEND Gateway in May on schedule and on budget. Since its launch on 21 st May 2014 the SEND Gateway has amassed over 601 resources provided by VCS organisations which have attracted an impressive 179,276 page views in just six months. The SEND Gateway had well over 37,000 visitors during that time, over 4,000 of whom have registered to receive newsletters and updates on resources and all can provide feedback direct to publishers by using the ‘comments’ option next to each resource. Work has continued throughout 2014 in line with the agreement with DfE in order that the SEND Gateway resource achieved successful launch in May 2014.

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At such a time of significant legislative reform for the provisions for children, young people and their families with SEND, nasen began a process of consultation with its members through the advisory group body and its employees to consider a renewed nasen vision which clearly will represent the needs of those working to meet the needs of 0-25 years identified with additional and special educational needs. The outcomes of this review will be evidenced in 2015 with the Chief Executive and Trustees working together with members to plan future developments for the organisation within the era of reform.

OUR ACTIVITIES

Membership

The total number of nasen members at 31 December 2014 was 4,135 an increase of 1,067 (34.7%) compared with 2013. This is the first time in a number of years in which we have seen a significant increase in membership numbers which is particularly pleasing.

We are aware of the current financial pressures faced by schools and individuals and are constantly looking at ways to offer value for money services to our members whilst ensuring that quality is not compromised. In 2014 we have strengthened the service we provide to our members with particular attention being paid to the range of additional resources we offer online via the nasen website, *Special* magazine and SEND Gateway.

Donations

Individual members can, where appropriate, donate their membership fees to us. This enables us to claim Gift Aid tax relief on this element of membership income.

Uptake from current members continues to be positive and mandates are being received from new members where circumstances allow. However those subscriptions which are paid for by schools are not eligible for relief.

The ongoing objective is to encourage individual members to use the gift aid option wherever the criteria is met to allow nasen to claim tax relief on as high a percentage of income as possible.

Publications

Through our partnerships with Routledge Publishing and Rising Stars Ltd our on-going objective is to give members the opportunity to purchase high quality and value for money, nasen approved published materials. Members are using these publications to inform their practice.

During 2014 these partnerships resulted in new titles being published on topics including the

- **Space Hopper series**, published by Rising Stars

Nasen provided editorial consultancy support in publishing these new materials designed for reluctant readers, aged 7-13 years. There are nine books in the Space Hoppers series the first three published in 2014; *Mudmen of Mars* ISBN 9781783393220; *Silence on Saturn* ISBN 9781783393237; *Undead of Uranus* ISBN 9781783393244. Each story involves the same characters and is set on a different planet. The humorous adventures help to engage and entertain the reader.

In 2014 nasen expanded its own range of published materials. These titles focussed on specific areas of need, advice and guidance offering a range of information both to our members and to non-members. With an increasing emphasis on pupil progress within the current inspection framework, schools need to be able to evidence high quality inclusive practice that ensures progress for all pupils. The nasen inspection guide will ensure that SENCOs have the necessary knowledge to undertake a robust audit to prepare for their school's inspection. The mini-guides form the start of a series of publications covering a wide range of topics which will be added to during the course of 2015. Over the last year nasen has published a range of quick guides suitable for leaders, SENCOs, teachers and practitioners working with children and young people with SEN. The quick guide series are a handy A5 sized range of books designed to provide just enough information to readers on

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a range of SEND related topics. Mini guides have been distributed to all members and will be made available as an online resource next year. Nasen is delighted with feedback we have received on our published series of quick guides to date. The publications released in 2014 are as follows:

- **The Nasen Guide for Primary & Secondary SENCO's Preparing for School Inspection**, 2nd edition
- **Pupil Premium** - A quick guide to maximising the impact of additional funding for disadvantaged pupils
- **Transition** - This guide sets out the key principles underpinning successful transition from one educational setting to another and into training or employment for children and young people with special educational needs and disabilities
- **Effective Additional Adult Support** - This guide aims to set out the range of support that Teaching Assistants can provide
- **SEN Support & the Graduated Approach** - This guide aims to introduce school staff to the graduated approach to SEN support, with the child and family at its heart
- **Supporting reading and literacy for Secondary pupils** – This quick guide aims to describe the responsibility of the SENCO in supporting whole-school approaches to struggling readers at Secondary school
- **Specific Learning Difficulties (Secondary)** - This guide aims to help the SENCO in establishing a consistent whole-school approach to meeting the needs of pupils with dyslexia
- **SEN Code of Practice 2014; an overview for schools and settings** - *A quick guide to the 'SEND Code of Practice: 0-25 years' (2014) and its implications for schools and settings*
- **Working with Families** - This guide supports the needs of students and their parents by working with them as a family
- **Tracking progress and managing provision** - This quick guide to promoting the achievement of all pupils by tracking progress and evaluating the impact of provision is for SENCOs and whole school staff
- **Everybody Included : Implementation guidance for the SEND Code of Practice (2014)**

Journals

Nasen's partnership with Wiley-Blackwell continued in 2014, The British Journal of Special Education (BJSE), Support for Learning (SUFL) and Journal of Research in Special Educational Needs (JORSSEN) are available via the online index, with access available to members who have taken out the relevant subscription and to non-members who subscribe to the journals via a Wiley-Blackwell subscription.

The optional online subscription for members has been well received throughout 2014 and take up continues to rise. The online subscription has also proved popular with new members joining the organisation and we will continue to promote the wide range of articles and resources spanning 30 years of research to new and existing members alike.

Nasen will continue to work closely with Wiley-Blackwell to ensure the on-going success of journal sales to non-nasen member subscribers. The three journals are available in 3,700 institutions worldwide via the Wiley-Blackwell license and are also available (free of charge or at very low cost) in 5,116 institutions in the developing world via philanthropic initiatives such as Research4Life, HINARI, AGORA, OARE as well as the PERii program from the International Network for the Availability of Scientific Publications (INASP).

Conferences and Professional Development

Access to our conferences is available to all nasen members on a priority booking and discounted rate basis and also to non-members with Continuing Professional Development remaining a very important part of nasen's future strategy.

Grant Funded CPD

The focus of Nasen's 2014 programme was 8 Implementation Events held in June - July as part of the DfE grant funded programme, the launch of the SEND Gateway, publishing a range of SEND reform related resources for settings, schools and colleges to support implementation. Over 1300 delegates attended the events where an effective partnership of DfE and nasen working together to inform the education sector audience about the detail of the new requirements placed on settings, schools

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and colleges in relation to the SEND Code of Practice. In partnership with DfE, nasen devised a school readiness online survey to capture the “voice” of delegates attending events which indicated a high level of effectiveness (93%) in improving confidence in those attending of their understanding of the new legislation and statutory guidance for SEND effective from September 2014.

A substantial new publication, *Everybody Included: Implementation guidance for the SEND Code of Practice (2014)* published by nasen was published in May with 15,000 copies, funded by an additional DfE grant allocation, were printed. This guidance has been distributed across England including to all members. This publication is also free to download on SEND Gateway. The publication is currently the most popular resource accessed and downloaded on SEND Gateway with over 10,000 hits to date. Nasen is the only national association to have published implementation guidance on the new SEND Code of Practice and as such this high quality guidance has been referenced frequently in statutory and non - statutory government guidance in 2014.

Non – Grant Funded CPD

Nasen's programme of events during 2014 has been part driven by contractual requirements of the current voluntary grants funding arrangements with DfE alongside our existing commitment to continue to offer high quality CPD. Our annual Leadership Conference was held at BETT, January 2014 with a second Leadership Event held at Macron Stadium in May 2014.

In 2014 we provided an extended implementation focus to our events programme which supported settings, schools and colleges in implementing the new reforms at a practical level. This included working directly with Local Authority regions and Teaching Schools. Nasen has continued to provide a high profile contribution to a range of national events through keynote speaker contributions undertaken by the Chief Executive and the Education Development Officer. This has provided increased opportunity to support stakeholder organisations and extend our profile across England.

Exhibitions and Events

Nasen LIVE was held in May 2014 at the Macron Stadium (formerly the Reebok Stadium) in Bolton. The two day event is a combined exhibition with an extensive seminar programme and continues to be a high value event for delegates. Nasen LIVE is the only dedicated SEND event held in the North of England. Entrance to the event and exhibition is free with low cost access to seminars. Member benefits include discounted access to the full range of seminars and speaker sessions.

This year's Nasen LIVE was the launch pad for the SEND Gateway, officially opened by the Minister for Children & Families, Rt. Hon Edward Timpson, MP.

Many wider stakeholders and members of the public were attracted to attend which allowed as wide and free access as possible to the resources available at the exhibition and to allow us to showcase and celebrate the resources at the exhibition and indeed, all that is excellent in the field of SEND. The overall attendance over the two days continued the upward trend of attendance since the event's inception in 2011. This event had significant impact at a time of preparing for national reform to SEND in England. Nasen LIVE provided a platform for all those working in the field of SEND to receive up to date briefings and information relating to statutory changes affecting settings, schools and colleges.

Sixteen seminar sessions were held over the two days with an additional eight DfE briefing sessions providing opportunities for information sharing directly from the Department for Education to delegates relating the anticipated changes SEND reform will bring. The seminar programme provided was alongside the main exhibition and all seminars were well received by those in attendance. Most seminars were fully booked with 3,000 seminar places provided.

Over 90 exhibitors attended the event providing an extensive range of high quality products and resources to visitors over the two days. Feedback from exhibitors was again positive and indicated that the quality of visitors was high, allowing them to engage with potential customers to discuss products and resources. Nasen LIVE will again be held at the Macron stadium in Bolton on 20 and 21 May 2015.

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Nasen was also represented at BETT, Special Needs London, the Education Show and the Scottish Learning Festival where we host the SEND Information Points for each event and make a significant contribution to the event SEND seminar theatre programme.

Consultancy

During 2014 nasen was invited to contribute to a number of external working groups, meetings and conferences.

These consultancy opportunities enable nasen to be at the forefront of SEND policy and give us an opportunity to influence practice in this area.

A great deal of the work carried out in 2014 was with the Department for Education (DfE), local authorities, school leaders, SENCOs and teachers who required an overview of current SEND policy changes and their impact on schools.

Our Chief Executive was also involved in the following:

- Meetings with senior civil servants, MPs and Ministers in each government constituency of the UK
- DfE National Advisory Group for SEND Reforms
- DfE External SEND Implementation Board
- National SEND Forum
- Special Education Consortium
- Council for Disabled Children Strategic Reform Group
- Working with Schools Group
- Ambitious about Autism

Nasen also offered keynote presentations at a substantial number of high level national conferences supporting and representing the views of members in SEND reform.

The objective for 2014 to ensure that nasen remains the key organisation for offering support, guidance and advice at the highest level whilst continuing to offer practical help and solutions to practitioners working within the field of SEND has been met. Nasen will continue to work in 2015 with the Department of Education (DfE) and the National College for School Leadership (NCSL) on embedding reform introduced by Children and Families Act, Part III, 2014 and other major educational reforms as they are implemented.

This area of operation is very dependent on external partners and their ability to fund future projects.

SEND Gateway

This on-line knowledge portal resource, brings together excellent SEND resources from the voluntary, community and private sector onto one portal for ease of access ensuring that every teaching professional has relevant up-to-date information and examples of good practice to support them in their classrooms to ensure they are meeting the needs of every pupil, every day. Schools are encouraged to contribute resources by adding good practice examples, case studies and additional materials.

The pace of progress on development of the SEND Gateway increased significantly through 2014 with nasen successfully completing the 'build' phase of development and launch of the SEND Gateway in May on schedule and on budget. Since its launch on 21st May 2014 the SEND Gateway has amassed over 601 resources provided by VCS organisations which have attracted an impressive 179,276 page views in just six months. The SEND Gateway has had well over 37,000 visitors during that time, over 4,000 of whom have registered to receive newsletters and updates on resources and all can provide feedback direct to publishers by using the 'comments' option next to each resources.

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Branches

The limited branch structure allows our members access to local and low cost professional development events which also act as an excellent forum for networking and the exchange of ideas and good practice. The success of this area of nasen's activity is very much influenced by and linked to the number of volunteers that are willing and able to support the local Branch network.

Other Activities

Nasen involves itself in a number of other activities that support the work of the charity.

During the course of 2014 nasen has met with the following agencies/organisations to ensure that the voice of special educational needs is heard in as many different forums as possible:

- Department for Education
- Education Scotland
- The School's Network
- Council of Subject Associations
- National Association of Independent Schools and Non-Maintained Special Schools
- National SEND Forum
- The Communication Trust
- The Autism Education Trust
- The Dyslexia/SpLD Trust
- Ambitious about Autism
- Achievement for All
- ADHD Foundation
- PTAUK
- National Association of Head Teachers
- Contact a Family
- Special Education Consortium
- Council for Disabled Children
- SEND Support & Advisory Group

Volunteers

In 2014 approximately 105 individuals contributed voluntarily to the work of nasen's Advisory Board and Advisory Groups.

MOVING FORWARD

Strategic Themes and Objectives

Our strong performance during 2014 will allow us to continue to move forward during this period of national reform. In 2015 we will reinforce our commitment to improving services to members, strengthening governance and providing high quality training and professional development opportunities to members and non-members alike. This commitment is stronger than ever as we move into the period of implementing some of the most significant reforms to provisions made for children and young people with special educational needs and disabilities we have seen in the last thirty years.

The organisation has 4 key strategic themes on which this future strategic planning and delivery will be built:

- Governance & Leadership
- Membership Engagement, Support and Services
- Communication & Marketing

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- Education and Training

The operational targets identified for 2015 are identified below along with the achievement measures the organisation applies on which to measure success and impact.

Operational Objective	Achievement
Governance & Leadership Provide cohesive and effective leadership which meets all compliance and where possible best practice requirements and promotes good working relationships with members, Trustees, staff and wider stakeholders.	<ul style="list-style-type: none"> • Embedding of good governance structures and policy review process established and operational policies review working effectively to agreed timescales. • Review and development of comprehensive Staff Handbook including all HR policies, procedures and protocols, consulted and shared with staff for implementation September 2014. • Job profile reviews informing benchmarking review process on which to introduce revised salaries from 2015.
Membership Engagement, Support and Services Provide a comprehensive core offer to new and existing members where we are confident that we have the capacity to deliver, retain and grow.	<ul style="list-style-type: none"> • A refreshed core offer available from September 2014 with the addition of member only materials and resources marketed specifically to enhance existing membership offer. • Membership magazine editorial process now in place to meet requirements of 0-25 sector content and practical resources developed and designed for each issue. • SEN policy guidance published for members • SEN Information Report guidance published for members
Communication & Marketing Strengthen existing and build new partnerships with stakeholders and update the nasen branding and image in line with revised guidance	<ul style="list-style-type: none"> • Retain and develop "Corporate" sponsorship opportunities in line with nasen vision and values within the context of nasen- led events where exhibition opportunities are provided to key supporters of nasen • Explore commercial partnerships with a view to providing appropriate private and commercial contributions to the SEND Gateway development in preparation for 2015 • Develop branding guidance to incorporate SEND Gateway branding in line with nasen
Education and Training Provide a range of information, resources and training to deliver up-to-date guidance for schools and settings to effectively implement new requirements for SEN Support	<ul style="list-style-type: none"> • Deliver the Voluntary Grant funded project objectives in line with contractual requirements <ul style="list-style-type: none"> ❖ SEND Gateway ❖ Implementation Events C of P (June 14) ❖ Engage with 10 outstanding schools to seek views on new arrangements for SEN, informing C of P ❖ Production and publication of Mini-guides X6 • Extend the Nasen Live format through introduction of workshops and extend seminar programme.

The National Association for Special Educational Needs (nasen)

Report of the Trustees for the Year Ended 31 December 2014

	<ul style="list-style-type: none">Review, update and publish 2nd edition of SEN Inspection Guidance in accordance with recent changes to inspection framework, market in line with membership recruitment strategy
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FINANCIAL REVIEW

Review of the Financial Year

The financial statements for 2014 show an increase in incoming resources from £1,210,157 to £1,387,035.

Grant funding received from the DfE during 2014 amounted to £547,812 compared to £511,134 in the previous year and this clearly has a significant impact on the financial results for the year. All direct expenditure associated with the project has been financed by the grant funded income. The agreement allows for the reimbursement of direct costs related to the project plus an agreed percentage of nasen's support costs.

The trend of declining membership numbers has been reversed during 2014 resulting in funds receivable from membership subscriptions increased by £18,293 to £236,465.

During 2014 we again asked members to donate their membership fees where applicable leading to a classification of £25,628 (2013:£22,577) of incoming resources as voluntary income. This has enabled us to reclaim gift aid tax of £6,197 (2013:£5,644).

Unrestricted income from publication sales has risen to £71,645 from £61,810 in 2013 as sales of nasen's own publications continue to grow.

Income from nasen member on-line journal subscriptions and royalty income from non-member subscriptions to journals via Wiley-Blackwell publishing remained steady compared to 2013.

Income generated by sales of exhibition space and seminar tickets at nasen Live has increased dramatically in 2014 rising from £129,404 to £172,009, an increase of 33% compared to 2013.

The number of (unrestricted) funded conferences went from one in 2013 to two in 2014 with a sharp rise in incoming resources a result. Income rose from £36,654 to £116,719, an increase of £80,065.

These increases in income have allowed us to apply the resources to provide a better service to our stakeholders. Unrestricted expenditure on charitable activities has risen by £149,685 to £636,148 and restricted charitable expenditure by £36,678 to £547,812.

After the deduction of all costs, including £10,870 of designated expenditure directly furthering nasen's charitable aims and objectives, a surplus of £102,487 (2013: £121,337) has been achieved. The general economic situation in which nasen is operating continues to provide challenges as it does for all charities, however this surplus helps to place nasen in a position to meet these challenges moving forward.

Designated Funds

Funds we have designated for specific purposes at 31 December 2014 together with activity in funds we had designated during the previous twelve months are as follows:

Fund	Amount	Purpose and Activity
Branch Activities - funds held by Branches	£14,924	To be utilised by Branches to further nasen's objectives.
SEC	£1,500	The Special Education Consortium (SEC) is an umbrella organisation for SEN and disability voluntary groups discussing current SEND issues and legislation. The fund is

The National Association for Special Educational Needs (nasen)

Report of the Trustees for the Year Ended 31 December 2014

intended to provide support during 2015.

2014: £1,500 grant made.

Policy Options Group
(SEN Policy Research Forum)

£2,000

The Policy Options Group is an external think tank on issues of policy in the field of SEND. The sum designated is intended to provide support during 2015.

2014: No grant claimed

Investment Policy and Performance

The Trustees have the power to invest in such assets as they see fit.

It is the policy of the Trustees that any surpluses of liquid funds are invested in instant access and short term bank deposit accounts.

Reserves Policy

Nasen will hold reserves to act as a cushion against any shortfall in revenue and in order to continue to provide services and products to the members and fulfil its charitable purposes.

The Charities Statement of Recommended Practice (SORP) 2005 defines reserves as that part of a charity's income funds that is freely available to spend on any of the charity's purposes. This definition excludes tangible fixed assets held for the charity's use and amounts designated for future spending.

The Trustees review the reserves policy annually and aim to maintain reserves at the level of one year's support costs having due regard to uncertainties relating to future levels of external grant funding.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities 2005 (issued in May 2008) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 17.07.2015.

And signed on its behalf by

 S Bajdala-Brown (Chair of Trustees)

Independent Auditors Report to the Members of The National Association for Special Educational Needs (nasen)

We have audited the financial statements of The National Association for Special Educational Needs (nasen) for the year ended 31 December 2014 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume any responsibility to anyone other than the charitable company and the 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 Statement of Trustees Responsibilities set out on page two, the Trustees (who are also the Directors of The National Association for Special Educational Needs (nasen) 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 Practice's Boards 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. It also 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 Report of the Trustees 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 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 31 December 2014 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 Companies Act 2006.

Opinion on Other Matter Prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Trustees 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 National Association for Special Educational Needs (nasen)**

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' Annual Report.



Matthew Gibbs (Senior Statutory Auditor)
For and on behalf of Rice & Co Limited
Chartered Accountants
Registered Auditors
14a Market Place
Uttoxeter
Staffordshire
ST14 8HP

Dated: 17/07/2015

The National Association for Special Educational Needs (nasen)

Statement of Financial Activities (including Income and Expenditure Account)
for the Year Ended 31 December 2014

	Note	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total Funds 2014 £	Total Funds 2013 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	31,825	-	31,825	28,566
Investment income	3	2,040	-	2,040	7,180
Incoming resources from charitable activities	4	805,358	547,812	1,353,170	1,174,411
Total incoming resources		<u>839,223</u>	<u>547,812</u>	<u>1,387,035</u>	<u>1,210,157</u>
Resources expended					
Costs of generating voluntary income	5	19,179	-	19,179	20,060
Charitable activities	6	636,148	547,812	1,183,960	997,597
Governance costs	7	81,409	-	81,409	71,163
Total resources expended		<u>736,736</u>	<u>547,812</u>	<u>1,284,548</u>	<u>1,088,820</u>
Net incoming resources, net income and net movement in funds for the year		102,487	-	102,487	121,337
Total funds brought forward		966,410	-	966,410	845,073
Total funds carried forward		<u>1,068,897</u>	<u>-</u>	<u>1,068,897</u>	<u>966,410</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The notes form part of these financial statements

The National Association for Special Educational Needs (nasen)

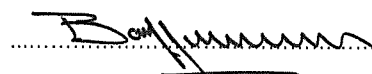
Balance Sheet as at 31 December 2014

	Note	2014		2013	
		£	£	£	£
Fixed assets					
Tangible assets	12		202,495		211,772
Current assets					
Stocks	13	2,660		555	
Debtors	14	233,211		287,448	
Cash at bank	15	981,305		798,519	
Cash in hand		379		292	
Branch net assets	16	14,924		15,175	
		<u>1,232,479</u>		<u>1,101,989</u>	
Liabilities					
Creditors: Amounts falling due within one year	17	<u>(365,175)</u>		<u>(345,245)</u>	
Net current assets			867,304		756,744
Total assets less current liabilities			<u>1,069,799</u>		<u>968,516</u>
Creditors: Amounts falling due after more than one year	18		(902)		(2,106)
Net assets			<u>1,068,897</u>		<u>966,410</u>
The funds of the charity					
Unrestricted income funds	23		<u>1,068,897</u>		<u>966,410</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 12.07.2015

and signed on its behalf by



S Bajdala-Brown - Chair of Trustees

The notes form part of these financial statements

The National Association for Special Educational Needs (nasen)

Cash Flow Statement
for the Year Ended 31 December 2014

	Note	2014		2013	
		£	£	£	£
Net cash inflow from operating activities	1		188,272		88,657
Returns on investments and servicing of finance:					
Interest received		2,040		12,180	
Interest element of finance lease payments		<u>(235)</u>	1,805	<u>(235)</u>	11,945
Capital expenditure and financial investment:					
Purchase of tangible fixed assets		(6,251)		(28,393)	
Sales of tangible fixed assets		<u>-</u>	(6,251)	<u>1,000</u>	(27,393)
Net cash inflow before management of liquid resources and financing			<u>183,826</u>		<u>73,209</u>
Management of liquid resources	3				
Cash placed on short term deposits		-		-	
Cash withdrawn from short term deposits		<u>-</u>	-	<u>250,000</u>	250,000
Financing					
Finance lease repayments			(1,204)		(1,203)
Increase in cash in the year			<u>182,622</u>		<u>322,006</u>
<hr/>					
Reconciliation of net cash flow to movement in net funds	2				
Increase in cash in the year			182,622		322,006
Cash outflow from decrease in debt and lease financing			1,204		1,203
Changes in net funds resulting from cash flows			<u>183,826</u>		<u>323,209</u>
New finance leases			-		-
Movement in net funds in the year			<u>183,826</u>		<u>323,209</u>
Net funds brought forward			560,677		237,468
Net funds carried forward			<u>744,503</u>		<u>560,677</u>

The notes form part of these financial statements

The National Association for Special Educational Needs (nasen)

Notes to the Cash Flow Statement
for the Year Ended 31 December 2014

1 RECONCILIATION OF NET MOVEMENT IN FUNDS TO CASH OUTFLOW FROM OPERATING ACTIVITIES

	2014	2013
	£	£
Net incoming resources	102,487	121,337
Investment income	(2,040)	(7,180)
Interest payable and similar charges	235	235
Depreciation	15,528	13,347
Profit on disposal of tangible fixed assets	-	(1,000)
Increase in stocks	(2,105)	(555)
Increase in trade debtors	28,428	(50,017)
Decrease in other debtors	(537)	316
(Increase)/decrease in prepayments and accrued income excluding interest receivable	26,346	(50,870)
Decrease in deferred membership subscriptions income	33,610	(11,259)
Increase in other deferred income	(29,715)	46,830
Increase in trade creditors	(695)	27,811
Decrease in other creditors	4,891	(522)
Increase in social security and other taxes	(8,738)	568
(Decrease)/Increase in accruals	20,577	(384)
Cash inflow from operating activities	<u>188,272</u>	<u>88,657</u>

2 ANALYSIS OF CHANGES IN NET FUNDS

	Balance at 31.12.2013	Cash flows	Other non-cash changes	Balance at 31.12.2014
	£	£	£	£
Net cash:				
Bank current accounts	198,517	(43,656)	-	154,861
Bank instant access deposit account	350,002	226,442	-	576,444
Cash in hand	292	87	-	379
Branch net assets	15,175	(251)	-	14,924
	<u>563,986</u>	<u>182,622</u>	<u>-</u>	<u>746,608</u>
Debt:				
Finance leases	(3,309)	1,204	-	(2,105)
	<u>560,677</u>	<u>183,826</u>	<u>-</u>	<u>744,503</u>
Analysed in Balance Sheet				
Cash at bank	548,519			731,305
Cash in hand	292			379
Branch net assets	15,175			14,924
Finance leases				
within one year	(1,203)			(1,203)
after one year	(2,106)			(902)
	<u>560,677</u>			<u>744,503</u>

3 MANAGEMENT OF LIQUID RESOURCES

Fixed term bank investment accounts of less than one year are categorised as liquid resources.

**Notes to the Financial Statements
for the Year Ended 31 December 2014**

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with applicable UK accounting standards, the Statement of Recommended Practice - Accounting and Reporting by Charities 2005 issued in May 2008 and the Companies Act 2006.

Incoming resources

Incoming resources have been included in the financial statements on the following bases:

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Membership subscriptions - membership subscriptions paid to nasen are payable for one year in advance, commencing at the beginning of the month in which the member applies. During the year the charitable company received subscriptions for years ending during 2015. Whilst the income is recognised upon receipt, the proportion of the subscription relating to periods after 31 December 2014 has been deferred and will be included in income in the year ended 31 December 2015.

Publications - income from sales of publications is included in the financial statements when the publication is despatched. Income from grant-funded publications is included in the financial statements when the conditions upon which the grant becomes payable are fulfilled. Royalty income is recognised in the financial year in which publications are sold by nasen's publishing partners.

Journals - subscriptions/royalties for journals are payable in advance for varying periods throughout the year. Whilst the income is recognised upon receipt, the proportion of the subscription/royalty relating to journals produced after 31 December 2014 has been deferred and will be included in income in the year ended 31 December 2015.

Conferences - income from grant-funded conferences is included in the financial statements when the conditions upon which the grant becomes payable are fulfilled. Income from non grant-funded conferences is included in the financial statements on the date the conference is run. Amounts received in 2014 for 2015 conferences have been deferred and will be included in income in the year ended 31 December 2015.

Exhibitions and events - income from exhibitions and other events is included in the financial statements on the date of the event.

Consultancy - income from consultancy projects is included in the financial statements on the date the project is completed. Amounts received in 2014 where the project will not be carried out until 2015 have been deferred and will be included in income in the year ended 31 December 2015.

Online knowledge portal - income from grant-funded online knowledge portal is included in the financial statements when the conditions upon which the grant becomes payable are fulfilled.

Other income - all other income is included in the financial statements when the amount and entitlement to the income can be measured with reasonable certainty.

Resources expended

Resources expended have been included in the financial statements when an obligation to transfer value to a third party has been entered into. Unless there is an earlier legal obligation, donations and grants are included on the date of payment.

Resources expended have been allocated in the Statement of Financial Activities as follows:-

- Costs of generating voluntary income - all expenditure directly and indirectly associated with administering voluntary income.
- Charitable activities - all expenditure directly and indirectly associated with meeting the objectives of the charitable company.
- Governance costs - all expenditure relating directly or indirectly to the general running of the charitable company.

Support costs include all head office and committee expenses. These have been allocated to activity cost categories based on estimated time expended in each area.

The National Association for Special Educational Needs (nasen)

**Notes to the Financial Statements
for the Year Ended 31 December 2014**

1 ACCOUNTING POLICIES (continued)

Tangible fixed assets

Individual tangible fixed assets costing more than £500 are capitalised at their historical cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter:

- Freehold property	1% on cost
- Office equipment	20% on cost
- Computer equipment	33% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Restricted funds

Restricted funds relate to grants received which can only be applied for a specific purpose.

Designated funds

Designated funds are amounts which have been set aside out of unrestricted funds to be utilised for specific purposes. The purpose of the designations is to identify that portion of unrestricted funds that has been non-contractually committed. Where funds are designated but, due to a change in circumstances, are never utilised for the designated purpose, they are transferred back to the general fund.

Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Leasing commitments

Assets obtained under finance leases are capitalised in the balance sheet and depreciated over the lease term. The interest element of these obligations is charged as expenditure over the relevant period.

Rentals paid under operating leases are charged as expenditure as incurred.

Branches

These accounts incorporate all branch funds and assets as required by the constitution.

Pensions

The charitable company operates a defined contribution pension scheme. Contributions payable for the year are included in resources expended.

2 VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Gift aid donations received	25,628	-	25,628	22,577
Gift aid taxation	6,197	-	6,197	5,644
Other donations received	-	-	-	345
	<u>31,825</u>	<u>-</u>	<u>31,825</u>	<u>28,566</u>

The National Association for Special Educational Needs (nasen)

Notes to the Financial Statements
for the Year Ended 31 December 2014

3 INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Total 2014	Total 2013
	£	£	£	£
Bank interest	2,037	-	2,037	7,176
Bank interest receivable by branches	3	-	3	4
	<u>2,040</u>	<u>-</u>	<u>2,040</u>	<u>7,180</u>

4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2014	Total 2013
	£	£	£	£
Membership subscriptions	236,465	-	236,465	218,172
Publications	71,645	59,742	131,387	92,641
Journals	180,353	-	180,353	195,474
Conferences	116,719	182,100	298,819	376,759
Exhibitions and events	172,009	-	172,009	129,404
Consultancy	10,633	-	10,633	13,418
Online knowledge portal	-	305,970	305,970	140,198
Branch activities	7,199	-	7,199	6,956
Other	10,335	-	10,335	1,389
	<u>805,358</u>	<u>547,812</u>	<u>1,353,170</u>	<u>1,174,411</u>

Notes to the Financial Statements
for the Year Ended 31 December 2014

5 COSTS OF GENERATING VOLUNTARY INCOME

	2014				2013
	Direct Charitable Expenditure £	Support Costs £	Grantmaking £	Total £	Total £
Donations	<u>1,157</u>	<u>18,022</u>	<u>-</u>	<u>19,179</u>	<u>20,060</u>

6 CHARITABLE EXPENDITURE

	2014				2013
	Direct Charitable Expenditure £	Support Costs £	Grantmaking £	Total £	Total £
Unrestricted funds					
Membership	10,678	166,282	-	176,960	112,948
Publications	10,165	22,709	-	32,874	24,553
Journals	79,654	81,011	-	160,665	165,262
Conferences	38,025	59,722	-	97,747	36,411
Exhibitions and events	100,879	45,755	-	146,634	132,983
Consultancy	8,186	2,212	-	10,398	3,432
Online knowledge portal	-	-	-	-	-
Branch activities	7,453	1,106	-	8,559	6,374
Third party support	-	-	2,311	2,311	4,500
Total unrestricted funds	<u>255,040</u>	<u>378,797</u>	<u>2,311</u>	<u>636,148</u>	<u>486,463</u>
Restricted funds					
Publications	33,904	25,838	-	59,742	30,831
Conferences	127,668	54,432	-	182,100	340,105
Online knowledge portal	238,505	67,465	-	305,970	140,198
Total restricted funds	<u>400,077</u>	<u>147,735</u>	<u>-</u>	<u>547,812</u>	<u>511,134</u>
Total charitable expenditure	<u>655,117</u>	<u>526,532</u>	<u>2,311</u>	<u>1,183,960</u>	<u>997,597</u>

The National Association for Special Educational Needs (nasen)

Notes to the Financial Statements
for the Year Ended 31 December 2014

7 ALLOCATION OF SUPPORT COSTS

	2014				
	Officer and Advisory Group Expenses £	Staff Costs £	Establishment Costs £	Exhibitions and Marketing £	Information Technology Costs £
Allocated to direct charitable expenditure:					
Membership	2,750	73,748	8,642	17,120	32,262
Publications - unrestricted funds	8,608	3,562	193	382	719
Publications - restricted funds	-	16,798	1,075	1,807	3,516
Journals	5,057	39,773	3,902	7,731	14,568
Conferences - unrestricted funds	2,824	18,837	3,264	6,466	12,185
Conferences - restricted funds	-	37,133	1,809	3,039	5,914
Exhibitions and events	224	19,505	1,899	3,761	7,088
Consultancy	-	1,425	-	230	288
Online knowledge portal - unrestricted funds	-	-	-	-	-
Online knowledge portal - restricted funds	-	45,038	2,668	4,483	8,723
Branch activities	-	712	-	115	144
Total allocated to direct charitable expenditure	19,463	256,531	23,452	45,134	85,407
Allocated to voluntary income	298	7,993	937	1,855	3,497
Allocated to governance costs	9,350	42,964	3,390	-	2,308
	<u>29,111</u>	<u>307,488</u>	<u>27,779</u>	<u>46,989</u>	<u>91,212</u>

	2014			2013	
	Legal, Professional and Consultancy £	Membership Administration £	Office Costs £	Total £	Total £
Allocated to direct charitable expenditure:					
Membership	7,733	6,082	17,945	166,282	110,115
Publications - unrestricted funds	8,571	-	674	22,709	15,534
Publications - restricted funds	788	-	1,854	25,838	22,932
Journals	-	-	9,980	81,011	88,008
Conferences - unrestricted funds	-	-	16,146	59,722	22,876
Conferences - restricted funds	1,325	-	5,212	54,432	87,353
Exhibitions and events	8,569	-	4,709	45,755	35,954
Consultancy	-	-	269	2,212	3,538
Online knowledge portal - unrestricted funds	-	-	-	-	-
Online knowledge portal - restricted funds	1,954	-	4,599	67,465	50,340
Branch activities	-	-	135	1,106	985
Total allocated to direct charitable expenditure	28,940	6,082	61,523	526,532	437,635
Allocated to voluntary income	838	659	1,945	18,022	21,005
Allocated to governance costs	15,068	-	8,329	81,409	71,540
	<u>44,846</u>	<u>6,741</u>	<u>71,797</u>	<u>625,963</u>	<u>530,180</u>

The National Association for Special Educational Needs (nasen)

Notes to the Financial Statements
for the Year Ended 31 December 2014

8 INCOMING RESOURCES - DEFERRED INCOME

Incoming resources where there is an element of deferred income are as follows:-

	Membership subscriptions £	Journals £	Conferences £	Exhibitions and events £
Deferred income at 1 January 2014				
and released to incoming resources	(96,652)	(68,633)	(36,518)	(58,180)
Income received in year	202,855	173,130	305,134	201,045
Deferred income at 31 December 2014	130,262	75,856	30,203	29,144
	<u>236,465</u>	<u>180,353</u>	<u>298,819</u>	<u>172,009</u>

The reasons for deferring income are shown in note 1 to these financial statements.

9 STAFF NUMBERS AND COSTS

The average number employees during the year was as follows:-

	2014	2013
Administration	<u>9</u>	<u>9</u>

The aggregate payroll costs of these persons were as follows:-

	2014 £	2013 £
Wages and salaries	275,982	284,873
Social security costs	26,092	29,370
Pension costs	15,599	16,456
	<u>317,673</u>	<u>330,699</u>

Information regarding employees receiving emoluments exceeding £60,000 during the year:-

	2014	2013
Number of employees receiving emoluments between £60,000 and £70,000	1	-
Number of employees to whom retirement benefits are accruing under defined contribution pension schemes	1	-
Pension contributions paid for the provision of a defined contribution scheme	<u>£3,600</u>	<u>-</u>

No Trustee received any emoluments from the charitable company (2013 - £Nil).

The National Association for Special Educational Needs (nasen)

Notes to the Financial Statements
for the Year Ended 31 December 2014

10 MOVEMENT IN TOTAL FUNDS FOR THE YEAR

	2014 £	2013 £
Movement in total funds for the year is stated after charging/(crediting):		
Depreciation of tangible fixed assets - owned	14,325	12,144
Depreciation of tangible fixed assets - finance leases	1,203	1,203
Profit on disposal of tangible fixed assets	-	(1,000)
Auditors' remuneration - audit work	15,000	15,000
Auditors' remuneration - non audit work	1,630	1,560
Expenses reimbursed to 9 trustees (2013 - 8)	<u>9,619</u>	<u>6,549</u>

The expenditure reimbursed to Trustees relates to travel and subsistence costs incurred whilst on nasen business.

11 INTEREST PAYABLE AND SIMILAR CHARGES

	2014 £	2013 £
Finance lease interest	<u>235</u>	<u>235</u>

Notes to the Financial Statements
for the Year Ended 31 December 2014

12 TANGIBLE FIXED ASSETS

	Freehold Property £	Office Equipment £	Computer Equipment £	Total £
Cost				
At 1 January 2014	220,967	61,622	54,143	336,732
Additions	-	1,866	4,385	6,251
Disposals	-	-	-	-
At 31 December 2014	<u>220,967</u>	<u>63,488</u>	<u>58,528</u>	<u>342,983</u>
Depreciation				
At 1 January 2014	39,779	53,632	31,549	124,960
Charge for the year	2,210	3,016	10,302	15,528
Disposals	-	-	-	-
At 31 December 2014	<u>41,989</u>	<u>56,648</u>	<u>41,851</u>	<u>140,488</u>
Net book value				
At 31 December 2014	<u>178,978</u>	<u>6,840</u>	<u>16,677</u>	<u>202,495</u>
At 31 December 2013	<u>181,188</u>	<u>7,990</u>	<u>22,594</u>	<u>211,772</u>

Fixed assets included in the above which are held under finance leases are as follows:

	Office Equipment £
Cost	
At 1 January 2014	6,016
Additions	-
Disposals	-
At 31 December 2014	<u>6,016</u>
Depreciation	
At 1 January 2014	2,707
Charge for the year	1,203
Disposals	-
At 31 December 2014	<u>3,910</u>
Net book value	
At 31 December 2014	<u>2,106</u>
At 31 December 2013	<u>3,309</u>

Notes to the Financial Statements
for the Year Ended 31 December 2014

13 STOCKS

	2014	2013
	£	£
Publications stock	2,660	555

14 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014	2013
	£	£
Trade debtors	58,955	87,383
Other debtors	6,183	5,646
Prepayments and accrued income	168,073	194,419
	233,211	287,448

15 CASH AT BANK

	2014	2013
	£	£
Current accounts	154,861	198,517
Instant access deposit accounts	576,444	350,002
Fixed term investment accounts	250,000	250,000
	981,305	798,519

16 BRANCH NET ASSETS

	Branch Funds at 31.12.2013	Net Surplus/ (Deficit) for the Year	Branch Funds at 31.12.2014
	£	£	£
Coventry and Warwickshire	3,827	-	3,827
Derby and Nottingham	2,462	399	2,861
Milton Keynes	475	(3)	472
Northern Ireland	3,145	(368)	2,777
South Humberside	1,857	(8)	1,849
Tyneside	412	(8)	404
Wirral	2,997	(263)	2,734
Total branch funds	15,175	(251)	14,924

The National Association for Special Educational Needs (nasen)

Notes to the Financial Statements
for the Year Ended 31 December 2014

17 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2014</u>	<u>2013</u>
	£	£
Deferred membership subscriptions income	130,262	96,652
Other deferred income	135,201	164,916
Finance leases (see note 21)	1,203	1,203
Trade creditors	37,121	37,816
Other creditors	6,326	1,435
Taxation and social security	18,053	26,791
Accruals	37,009	16,432
	<u>365,175</u>	<u>345,245</u>

18 CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	<u>2014</u>	<u>2013</u>
	£	£
Finance leases (see note 21)	<u>902</u>	<u>2,106</u>

19 TAXATION

No taxation is payable for the current or previous financial year as all surpluses arise from activities furthering the charitable objects of the charitable company and are utilised for charitable purposes, therefore leading to exemption from taxation.

20 CONSTITUTION

The charitable company is limited by guarantee and does not have a share capital.

Notes to the Financial Statements
for the Year Ended 31 December 2014

21 OBLIGATIONS UNDER LEASING ARRANGEMENTS

	Finance leases	
	2014	2013
	£	£
Gross obligations repayable:		
Within one year	1,438	1,438
Between one and five years	1,079	2,518
	<u>2,517</u>	<u>3,956</u>
Finance charges repayable:		
Within one year	235	235
Between one and five years	177	412
	<u>412</u>	<u>647</u>
Net obligations repayable:		
Within one year	1,203	1,203
Between one and five years	902	2,106
	<u>2,105</u>	<u>3,309</u>

22 RESTRICTED INCOME FUNDS

	Balance at 31.12.2013	Incoming resources	Outgoing resources	Transfers	Balance at 31.12.2014
	£	£	£	£	£
DfE funded projects	<u>-</u>	<u>547,812</u>	<u>547,812</u>	<u>-</u>	<u>-</u>

The DfE funded projects relate to grants received with the objective of developing and providing a whole-school training package that can be used in all mainstream schools to give an overview of all aspects of SEND and develop an online knowledge portal for all schools and education settings to access high quality information.

The National Association for Special Educational Needs (nasen)

Notes to the Financial Statements
for the Year Ended 31 December 2014

23 UNRESTRICTED INCOME FUNDS

	£
Balance at 1 January 2014	966,410
Net incoming resources for the year	102,487
	<hr/>
Balance at 31 December 2014	<u>1,068,897</u>

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:-

	Balance at 31.12.2013 £	New Designa- tions £	Funds Undesig- nated £	Outgoing resources £	Balance at 31.12.2014 £
Branch activities	15,175	7,202	-	7,453	14,924
SEC	1,500	1,500	-	1,500	1,500
Policy Options Group (SEN Policy Research Forum)	2,000	-	-	-	2,000
PhD Studies	1,000	-	189	811	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	<u>19,675</u>	<u>8,702</u>	<u>189</u>	<u>9,764</u>	<u>18,424</u>

The branch activities fund is monies held in bank accounts operated by the branch to be utilised for their day-to-day operations.

The SEC fund is an amount set aside to provide support during 2015 to the Special Education Consortium, an umbrella organisation for leading SEN and disability voluntary groups discussing current SEND issues and legislation.

The Policy Options Group (SEN Policy Research Forum) fund is an amount set aside to provide support during 2015 to the Policy Options Group (SEN Policy Research Forum), an external think tank on issues of policy in the field of SEND.

The PhD Studies fund was an amount set aside to contribute to research during 2014 to support nasen's "Every Teacher" campaign.

24 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Fund £	Designated Funds £	Restricted funds £	Total Funds £
Tangible fixed assets	202,495	-	-	202,495
Current assets	1,214,055	18,424	-	1,232,479
Current liabilities	(365,175)	-	-	(365,175)
Long-term liabilities	(902)	-	-	(902)
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>1,050,473</u>	<u>18,424</u>	<u>-</u>	<u>1,068,897</u>