

**THE NATIONAL ASSOCIATION FOR SPECIAL EDUCATIONAL NEEDS (nasen)**



**Annual Report and Financial Statements  
for the year ended 31 March 2021**

**Company Registration No. 02674379**

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## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

### **Welcome from the Chair of Trustees**

Since December 2019, the world has been faced with the challenge of Covid-19 which has caused significant hardship and loss. The need for nasen to support and develop the SEND workforce has never been more important as learners face additional challenges posed by the pandemic and have fallen further behind their peers. Our purpose is to ensure that the educational experience for learners with SEND is consistently as good as it is for learners without SEND.

We have continued to work throughout the year and beyond to support our members and the wider community. All our staff have worked through the pandemic adapting to the challenges faced and I am proud of their efforts and of those across the educational sector, our members and partners during these unprecedented times.

We launched our free membership offer in January 2021 to provide access to free quality support services, resources and training on SEND to all of the SEND workforce. We had over 30,000 members actively join this new membership by 31 March 2021. Our aim is to have a nasen member in every school in England and by removing the cost barrier we have increased our likelihood of success. We want many more staff to benefit from our services so that in turn the learners can benefit.

We adapted our training offers so they could be accessed remotely through webinars and webcasts, removing distance as a barrier to learning. The pandemic has forced us to become more innovative and creative in the ways we support individuals and organisations.

We have developed three new paid products which members can choose to access on top of their free membership to provide further training, resources and support. The creation of these paid products will support nasen to generate sufficient income to meet the needs of its members.

A broader membership base also enables us to continue to improve our advice and support to policy makers and funders to ensure they better understand the challenges faced by those working with children with SEND. We can become a wider 'voice' of the SEND workforce.

Our work through the Whole School SEND Consortium funded by the Department for Education has been crucial to allow free access to training, resources and support in the UK. We are pleased this has continued since the year end and look forward to how this can develop further in line with the upcoming SEND review.

We continued our investment in technology, systems and people so that nasen can deliver on its Vision, Mission and Values and expand its reach and ability to support the SEND workforce and this will continue in the new year.

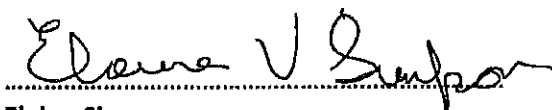
Adam Boddison, our Chief Executive for the last 6 years, will step down from the role as of 31 August 2021. Adam has been instrumental in the changes made at nasen and most recently the move to free membership and I, on behalf of the Board of Trustees, would like to thank him for his outstanding efforts, commitment and drive and wish him well in his new role.

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**Welcome from the Chair of Trustees (continued)**

We are delighted to have appointed Annamarie Hassall MBE as nasen's new Chief Executive. Annamarie will join nasen in October 2021 and brings four decades of experience in children's services to the role, thanks to a successful career that began in children's residential and social care. Annamarie then worked as an early years specialist in local government, before moving to an advisory role for the Department for Education (DfE). From 2013, Annamarie worked for the National Children's Bureau where she delivered national programmes on behalf of government and held the position of Director of Practice and Programmes immediately prior to her appointment to nasen.

Finally, I would like to offer my thanks to our members, collaborators and all partners who work with nasen, who have given their all to support children and young people with SEND at a highly challenging time. I am proud to be involved in working with you.



**Elaine Simpson**

**Chair of Trustees**

**9 September 2021**

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)

### OUR VISION, MISSION AND VALUES

#### OUR VISION

That the educational experience for learners with SEND will consistently be as good as it is for learners without SEND (equity of educational experience for all learners). We will fulfil this by:

- Providing information, training and resources to develop the SEND workforce.
- Delivering programmes/initiatives/services that support the SEND workforce.
- Acting as a champion, friend and protector for the SEND workforce.

#### OUR MISSION

To support and develop the SEND workforce. We will achieve this by:

- Ensuring that the SEND workforce is fully equipped to meet the needs of learners with SEND.
- Acting as a conduit between sector influencers and the SEND workforce.

#### OUR VALUES

- **We pull together:** we are collaborators, with our partners, external stakeholders and colleagues. As teams and individuals, we are accountable for our work, we understand how each team's work knits together and we know when to lean in.
- **We do the right thing:** despite pressures of time and money, we will always, individually and collectively, strive to do the right thing, guided by our moral purpose, informed by our stakeholders and driven by our values.
- **We are inclusive:** inclusion is our purpose as well as a guiding value. We practise what we preach; we overtly and transparently discuss processes and behaviours which could be exclusionary and we adapt them to become more inclusive.
- **We have a learning mindset:** we anchor knowledge and know-how in order to advocate, influence and make change happen. We don't just listen, we try to really hear what our stakeholders are telling us. Our staff expect to be continually learning and are motivated to do so. We place value on staff development at all levels of the organisation. We are keen to understand what's happened when things go wrong, and ask who needs what so things go right in future.
- **We are passionate and proactive:** we are passionate and proactive about our purpose – for us it's personal. Because our work is important, we take the initiative when we are clear about the need.
- **We are trusted:** we honour our stakeholders' knowledge and experience by constantly seeking to listen and understand, and in doing so earn their trust. We rely on the expertise of our partners to create a whole which is greater than the sum of its parts. Internally, trust manifests itself between colleagues through distributed leadership and empowerment.
- **We are people-centred:** people are at the centre of our work, our thinking, our decisions and our actions. When push comes to shove, and time is against us, we will still put ourselves into the shoes of those we serve and make people our priority.

We continue to strive to ensure that practice for special and additional needs is both effective and current and we are committed to providing first class professional development opportunities, the latest information, advice and guidance in order to support practitioners in identifying and meeting the needs of children and young people.

Our members across the UK are central to all our work supporting our message at national level and helping to ensure our vision, mission and values underpin everything we do as we strive to meet our aspiration to be the leading special and additional educational needs membership organisation for

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

### **GOVERNANCE, STRUCTURE AND MANAGEMENT**

The Board of Trustees are pleased to present their annual directors' report together with the financial statements of the Charity for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice FRS 102 2019 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

#### **Legal Status and Objects**

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

The objects of nasen are to promote the education, training, advancement, development and care of all infants, children, young persons and others of whatever age with learning differences by, but not limited to, providing relevant information, training and resources to education professionals who work with such people.

#### **Public Benefit Statement**

In accordance with S17(5) of the Charities Act 2011, the Board of 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, the Board of 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 Board of Trustees give careful consideration to the accessibility of our goods and services to those on low incomes.

#### **The Board of Trustees**

Following a change in the current year, Trustees are appointed for a term of three years from the date of their appointment and shall be eligible for re-appointment for one further term of three years. In exceptional circumstances and with Board of Trustees approval a Trustee may serve a further year.

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 nasen's internal policies and regulations.

The Charity prioritises the training needs of Board of Trustees with a particular focus on the good governance of nasen.

Trustees give their time voluntarily and receive no benefits from nasen other than the reimbursement expenses directly incurred.

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

### **The Board of Trustees (continued)**

The Board of Trustees administers nasen and holds quarterly Committee and Full Board meetings to monitor progress and enable strategic decisions to be made.

Operational management is delegated by the Trustees to the Chief Executive who is accountable to the Board of Trustees for his or her stewardship of nasen. The Chief Executive and the Executive Leadership Team attend Board and Committee meetings.

The majority of activities are undertaken through or coordinated by nasen's office at nasen House in Tamworth. In addition, nasen has an office in London to support its work with Government.

### **The Chief Executive**

The Board of Trustees appoint the Chief Executive. Adam Boddison will step down from his role as nasen's Chief Executive on 31 August 2021 and Annamarie Hassall MBE has been appointed as the new nasen Chief Executive and will join nasen from October 2021.

### **Board Committees**

The Committees operating in the year were as follows:

#### *Finance, Risk and Audit Committee*

Is primarily responsible for all aspects of nasen's financial strategy and performance, ensuring that its resources are being properly and appropriately applied to its objectives. It oversees nasen's investments and ensures that these are managed so that they underpin the strategic objectives of nasen. The committee has responsibility for safeguarding the nasen's assets and ensuring sufficient reserves are retained and available to fund our work.

#### *HR, Policies and Operations Committee*

Is primarily responsible for all aspects of nasen's policies, its employment and HR matters and the operations of nasen.

#### *Contract Management and Delivery Assurance Committee*

Is primarily responsible for the contracts and grants operated by nasen to ensure they are delivered to the right quality and standard.

### **Pay Policy for Senior Staff**

The pay of the senior staff is reviewed annually. In view of the nature of nasen, the Board of Trustees benchmark against pay levels in other organisations of similar size. The remuneration benchmark is the mid-point of the range paid for similar roles. If recruitment has proven difficult in the recent past a market addition may also be paid with the pay maximum no greater than the highest benchmarked salary for a comparable role.

### **Volunteers**

Volunteers continue to play a key role in how we deliver our strategic aims and objectives. The Board of Trustees seek advice from four specialist advisory groups made up of volunteers drawn from nasen's membership who offer advice and support across all areas of our activities.

### **Principal risks and uncertainties**

The Board of Trustees maintain a register of the major risks to which nasen is exposed. Such risks include failure to keep in touch with the needs of our members or the sector at large, a change and/ or reduction in government funding for SEND and loss of organisational and/ or sector knowledge through the departure of key individuals from nasen.

Controls, systems and financial insurances against such risks are established to mitigate any risks as far as nasen is able, within its own practical and financial constraints. The Finance, Audit and Risk Committee monitors and reviews these arrangements and reports to the Board of Trustees on their effectiveness.

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

### **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 their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). 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 2019.
- 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.
- 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 and 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.



## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)

### STRATEGIC REPORT

#### Our strategic focus

In last year's Annual Report and Financial Statements the new 10-year strategic plan was announced focused on growing nasen to support more individuals and the needs of the SEND workforce.

From this plan we now have a new Vision, Mission and Values that underpin not only all the work we do but how we work to achieve success.

To achieve the 10 year plan key barriers were identified where change was required:

- **Reach:** nasen is well known for quality but is not known widely enough.
- **Financial Sustainability:** nasen is not sufficiently large to achieve economies of scale.
- **Financial Barrier:** the cost of membership prevents some schools from engaging with nasen.

To improve reach within England and to remove the financial barrier to joining nasen, nasen launched its new free UK wide individual membership in January 2021 and no longer charges any individuals in the UK to become a member.

As of 31 March 2021, nasen had over 30,000 individual members who receive access to resources, training and information to help support the needs of children and young people with SEND. The aim is for all English schools to have a nasen member and our initial target is to have membership at 50% of schools in England by 31 March 2023.

To mitigate the financial impact of this change four key paid services were launched this year:

- **Annual Webinar Pass:** with access to over 70 webinars on a wide variety of subjects to support the needs of members.
- **SENCO Support Service:** provides access to expert advice, information and online resources to SENCOs from Early Years settings to Further Education.
- **Publication Subscription:** encompassing three well-established and respected journals; Support For Learning (SUFL), Journal of Research in Special Educational Needs (JORSN) and British Journal of Special Education (BJSE) alongside a hard copy of nasen Connect magazine 6 times a year.
- **International Membership:** a paid for membership that allows individuals outside of the UK to access the membership resources we provide for free to UK members.

The five key areas of focus within the strategy are:

- 1 **Free membership:** nasen will offer this to all individuals across all, schools and settings to support and develop the SEND workforce.
- 2 **Targetted Programmes:** nasen will increase the amount of funding coming from Trusts, Foundations, the Public Sector and its trading activities to ensure we can continue to deliver projects and initiatives aligned to our organisational priorities.
- 3 **Workforce development:** A structured programme of professional development will support the needs of our members.
- 4 **Champion, Friend and Protector:** nasen will further develop its influence on policy and practice as a result of sector-leading thought leadership and research.
- 5 **SEND Services:** provision of SEND services that support workforce development.

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**Achievements in 2020/21**

In line with our strategic focus, nasen has provided a wealth of support in 2020/21 in its role as England's SEND champion with some of the key achievements detailed below.

<p><b>Free membership for Individuals in the UK</b></p>	<p>nasen launched its new free membership to all individuals in January 2021 and by 31 March 2021 had over 30,000 individual members.</p> <p>Along with a large range of free resources and training, the free membership also provides digital access to nasen's award winning nasen Connect magazine keeping members up to date with the latest news and information from the SEND community.</p> <p>nasen developed three paid services alongside the free membership with the Annual Webinar Pass launching in Summer 2020 giving holders of the pass access to over 70 CPDL training sessions over the course of a year.</p> <p>In January 2021, nasen also launched its SENCO Support Service and Publication Subscription. The SENCO Support Service is the only support service in England dedicated to providing resources, support and advice to SENCOs. The Publication Subscription provides members access to three peer reviewed, internationally respected journals with over 30 years of educational resources and articles as well as a paper copy of nasen Connect.</p> <p>nasen launched its international membership to allow for those living outside the UK access to a wide range of resources.</p>
<p><b>Whole School SEND Consortium continues to support the SEND workforce</b></p>	<p>In 2020/21 nasen delivered the third year of the DfE Strategic Support to the Workforce in Mainstream and Special Schools contract. Working with consortium partners we supported educational institutions to prioritise SEND within their CPDL and improvement plans, allowing schools to identify and meet their training needs whilst supporting teachers in building the skills required to support children and young people with SEND.</p> <p>Across the year over 450 people took part in SEND Reviewer training to provide them with the skills to conduct effective SEND review within their own settings.</p> <p>Bespoke Support Packages have been provided to 18 Local Authorities to assist them in developing good SEND practice.</p> <p>Resources have been developed and published on the SEND Gateway to support the needs of individuals in the SEND community, including 12 research blogs to open SEND research to a larger audience. Alongside this, 50 CPDL online webinars were delivered by the Regional Send Leads on a range of topics. The move to online delivery, necessitated by Covid-19, has allowed the reach of these sessions to increase dramatically with most regions having over 1,000 individuals attend CPDL events in the year. In total, 154 national and regional CPDL events have been run as part of the Consortium Partnership with over 11,000 individuals attending these events.</p> <p>There are now over 12,000 individuals who receive the monthly Whole School Send Membership letter which supports their needs as SEND professionals and funding has been secured from the DfE to continue work under the Whole School SEND consortium for a further year.</p>

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**  
**Achievements in 2020/21 (continued)**

<b>Leading research for SEND</b>	<p>In 2019/20 the Whole School SEND Review in English mainstream secondary schools was launched, funded by the Education Endowment Foundation and evaluated by Manchester Metropolitan University. This work continued in 2020/21 with the aim to improve provision for children and young people with SEND in mainstream settings by helping schools to evaluate the effectiveness of their provision and then implement a bespoke action plan to target areas of priority and drive improvement.</p> <p>The pandemic caused a significant delay to the programme and gave the trial team additional time to refine the recruitment phase. Whole School SEND have successfully collected 174 SENCO Surveys and data from 162 schools, the total number of schools taking part.</p> <p>With further school closures at the start of the spring term, randomisation and pairing of intervention schools will now take place in June 2021 and the initial SENCO training will commence in July 2021. Despite a climate of uncertainty, the partnership has continued to adapt the trial schedule and maintain communication with the signed-up schools through regular newsletters and virtual support sessions.</p>
<b>Workforce development within Local Authorities</b>	<p>During 2020/21 as part of nasen's membership of the Council for Disabled Children in the Early Years SEND Partnership nasen has worked with 9 Local Authorities in delivering Specialist Action Learning Sets to support their strategic planning for SEND in the Early Years and to address issues and make improvements to systems and processes required to support pupils with SEND .</p>
<b>Delivery of Level 3 Early SENCO Award</b>	<p>In 2020/21, working in partnership with School Improvement Liverpool, and funded by the DfE, nasen trained a further 289 Early Years SENCOs in 12 new Local Authorities in the Level 3 accredited SENCO Award. This training is crucial to allow those that work within Early Years settings in England to identify and support young children with SEND.</p> <p>Since the launch of this work 1,470 Early Years SENCOs now hold the Level 3 accreditation and have been trained through the project or through direct Local Authority training representing approximately 6% of the private and voluntary group-based providers of Early Years education.</p>
<b>Providing training, support and advice across the sector</b>	<p>nasen worked directly with schools, local authorities, educational institutions and partners providing bespoke training and support. The challenge posed by the pandemic did not stop this as delivery went online and we continued to support the workforce.</p> <p>The SEND casework award training for Local Authorities, which commenced in 2018, continued across Local Authorities in England with over 400 participants to date drawn from 43% of the English Local Authorities taking part.</p>

**Plans for 2021/22**

nasen will continue to invest in growing its reach in schools across England through the free membership offer. Listening to member needs will be a priority area and members surveys will be used to support further development of resources, services, training and research.

DfE contracts and grants will continue to be focus areas as we support the development of the workforce, mainly through the SEND Schools Workforce Contract delivered by our Whole School SEND Consortium.

Diversification of income streams will be another focus area as we build on nasen's International strategy of working closely with the UK government in supporting exports of goods and services related to SEND, as well as supporting countries in developing their inclusion frameworks and providing CPD to international schools.

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)

### FINANCIAL REVIEW

#### Comparative information

The comparator to the current year to 31 March 2021 is a fifteen-month period due to a change of year end and this should be considered when assessing the comparative figures in the financial review that follows.

#### Financial performance

As highlighted in last year's Annual Report and Financial Statements, the two years to 31 March 2021 and 2022 represent years of investment for nasen where prior year reserves have been, and will be, invested to build a strong infrastructure to support the activities of nasen and ensure that it can meet its strategic objectives.

This investment has continued and is even more important due to the impact of the pandemic on the education sector and children's access to learning.

The financial result is a net deficit of £32,435 for the year (31 March 2020 Net income £443,514). The deficit is in line with expectation and has been driven by:

- the move to a free membership offering from 1 January 2021 to allow more individuals to benefit from being a member of nasen;
- an investment in a new Customer Relationship Management system ("CRM") and Website to improve member experience and resources available to members along with improved data collection which will allow nasen to better understand and support member needs;
- an increase in headcount which is required to support the needs of the members and the charities objectives; and
- the impact of the pandemic on delivering face to face events, support and training.

An analysis of income is given below with the prior period adjusted to a 12-month comparative.

	31-Mar-21	31-Mar-20	Movement
	£	£	£
Membership	222,259	308,829	-86,569
Publications and Journals	149,722	164,534	-14,812
Training	1,325,319	1,284,542	40,777
Exhibitions and events	20,600	75,588	-54,988
Consultancy	1,960,690	2,068,107	-107,417
Online advertising activity	35,776	20,140	15,636
Other income	-	3,502	-3,502
	<b>3,714,366</b>	<b>3,925,241</b>	<b>-210,875</b>

- The fall in membership income in the year is due to the movement to free membership from 1 January 2021.
- Publications and journal income has fallen; this is not expected to continue long term and is believed to be due to individuals reviewing their discretionary financial outgoings during the pandemic.
- The increase in training delivered both by nasen directly, through the SEND Casework Awards, Annual Webinar Pass and Bespoke training, and through the Early Years contracts with the Department for Education, is a significant positive for nasen. It is important to note that pre-pandemic most training was delivered face to face and this had to change to online delivery. This was achieved in a very short space of time and allowed nasen to continue to support its members and partners during a very challenging period.

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)

### Financial performance (continued)

- Exhibition and event income has fallen as face to face events could not occur in the year due to the pandemic. nasen Live was delivered virtually in the year and returns as a face to face event in Birmingham's Vox conference Centre on the 24 September 2021.
- The fall in consultancy income is directly linked to Covid-19 restricting the ability to perform on site consultancy with organisations however, as with training, nasen moved to online remote reviews to great effect.
- The increase in online advertising is pleasing and relates to the ability to do more with nasen's new website. All income generated from advertising is reinvested back into the core aims of nasen.

Direct charitable expenditure and support costs have increased year on year when the comparative 15-month period is adjusted to a 12-month period. The increase in total costs to £3,748,581 (prior period adjusted £3,574,586) is primarily due to the investment in people and systems to support the activities of nasen so that it can deliver on its strategic aims.

### Financial Position and Reserves

The table below details the closing position for nasen's cash holding and reserves.

	31-Mar-21	31-Mar-20	Movement
	£	£	£
Cash	750,187	761,353	-11,166
Unrestricted income funds	1,194,577	1,227,012	-32,435
Adjusted reserves	748,725	1,015,605	-266,880

- Cash held is strong and allows nasen to invest to meet its Strategic Aims.
- Unrestricted funds have fallen year on period due to the small deficit made in the year.
- The better measure of nasen's reserves are Adjusted reserves defined as Unrestricted income funds less Fixed Assets. The reserves have fallen year on period due to the investment in the new CRM system and Website which have been capitalised and will be amortised over the three years. This fall in reserves was anticipated and approved by the Trustees as part of the investment in 2020/21 and 2021/22 investment and the level held has been approved against nasen's reserves policy.

### Financial Outlook

nasen will continue to invest in its infrastructure in the year to 31 March 2022 with the expectation that nasen will return to generating a net income figure for the year to 31 March 2023 onwards.

### Investment

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

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

**Going Concern**

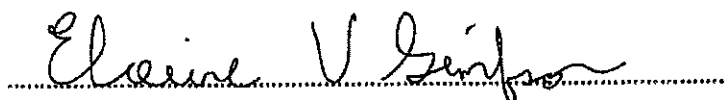
After making appropriate enquiries, the Board of Trustees has a reasonable expectation that nasen has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

**Statement as to Disclosure of Information to Auditors**

In so far as the Trustees are aware at the time of approving our trustees' annual report:

there is no relevant information, being needed by the auditor in connection with preparing their report, of which the auditor is unaware, and the Trustees, having made enquiries of fellow trustees and the auditor that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Approved by the Board of Trustees on 9 September 2021.



And signed on its behalf by E Simpson (Chair of Trustees)

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE NATIONAL ASSOCIATION FOR SPECIAL EDUCATIONAL NEEDS (nasen) FOR THE YEAR ENDED 31 MARCH 2021**

We have audited the financial statements of The National Association for Special Educational Needs (nasen) (the charitable company) for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice) and the Charities SORP (FRS 102) 2019.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities SORP (FRS 102) 2019.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and the provisions available for small entities 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 trustees' use of the going concern basis of accounting in the preparation of the financial statement 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 charitable 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 trustees with respect to going concern are described in the relevant sections of this report.

**Other information**

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

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE NATIONAL ASSOCIATION FOR SPECIAL EDUCATIONAL NEEDS (nasen) FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**Other information (cont'd)**

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 course of 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.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. 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.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees 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.



## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE NATIONAL ASSOCIATION FOR SPECIAL EDUCATIONAL NEEDS (nasen) FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

### **Auditor's responsibilities for the audit of the financial statements**

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

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 charitable company and the sector in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to the acts by the charitable company, which were contrary to applicable laws and regulations including fraud, and we considered the extent to which non-compliance 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 Companies Act 2006. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to inflated revenue and the charitable company's net income for the year.

Audit procedures performed included: review of the financial statement disclosures to underlying supporting documentation, review of correspondence with and reports to the regulators, including correspondence with the Charities Commission review of correspondence with legal advisors and enquiries of management so far as they related to the financial statements, and testing of journals and evaluating whether there was evidence of bias by the trustees that represented a risk of material misstatement due to fraud.

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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE NATIONAL ASSOCIATION FOR SPECIAL EDUCATIONAL NEEDS (nasen) FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the 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.



**Malcolm Winston**  
**Senior Statutory Auditor**  
**UHY Hacker Young (Birmingham) LLP, Statutory Auditor**  
**9-11 Vittoria Street**  
**Birmingham**  
**B1 3ND**

**9 September 2021**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

				<b>Total Funds 12mths 01.04.20 - 31.03.21 £</b>	<b>Total Funds 15mths 01.01.19 - 31.03.20 £</b>
	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>		
<b>Incoming resources</b>					
Incoming resources from generated funds					
Investment income	2	1,780	-	1,780	5,194
Incoming resources from charitable activities	3	2,473,060	1,241,306	3,714,366	4,906,552
<b>Total incoming resources</b>		<b>2,474,840</b>	<b>1,241,306</b>	<b>3,716,146</b>	<b>4,911,746</b>
<b>Resources expended</b>					
Charitable activities	4	2,507,275	1,241,306	3,748,581	4,468,232
<b>Total resources expended</b>		<b>2,507,275</b>	<b>1,241,306</b>	<b>3,748,581</b>	<b>4,468,232</b>
<b>Net (expenditure)/ income and net movement in funds for the year</b>		<b>(32,435)</b>	<b>-</b>	<b>(32,435)</b>	<b>443,514</b>
Total funds brought forward	19	1,227,012	-	1,227,012	783,498
<b>Total funds carried forward</b>	<b>19</b>	<b>1,194,577</b>	<b>-</b>	<b>1,194,577</b>	<b>1,227,012</b>

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

All incoming resources and resources expended derive from continuing activities.

The notes on pages 20 to 32 form part of these financial statements

**BALANCE SHEET AS AT 31 MARCH 2021**

		<b>31 MARCH 2021</b>		<b>31 MARCH 2020</b>	
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fixed assets</b>					
Tangible assets	10		238,181		211,407
Intangible assets	11		207,671		-
			<u>445,852</u>		<u>211,407</u>
<b>Current assets</b>					
Debtors	12	920,631		1,403,761	
Cash at bank	13	749,849		760,943	
Cash in hand		338		410	
			<u>1,670,818</u>		<u>2,165,114</u>
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	15	(922,093)		(1,149,509)	
<b>Net current assets</b>			748,725		1,015,605
<b>Total assets less current liabilities</b>			<u>1,194,577</u>		<u>1,227,012</u>
<b>Net assets</b>			<u>1,194,577</u>		<u>1,227,012</u>
<b>The funds of the charity</b>					
Unrestricted income funds	19		<u>1,194,577</u>		<u>1,227,012</u>

The Board of Trustees have prepared accounts in accordance with section 398 of the Companies Act 2006 and section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

Approved by the Board of Trustees on 9 September 2021  
and signed on its behalf by

  
E Simpson - Chair of Trustees

The notes on pages 20 to 32 form part of these financial statements

**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2021**

**RECONCILIATION OF NET (EXPENDITURE)/ INCOME TO NET CASH INFLOW/  
(OUTFLOW) FROM OPERATING ACTIVITIES**

	<b>Total 12mths 01.04.20 - 31.03.21 £</b>	<b>Total 15mths 01.01.19 - 31.03.20 £</b>
Net (expenditure)/ income	(32,435)	443,514
Investment income	(1,780)	(5,194)
Interest payable and similar charges	322	402
Depreciation	38,186	33,277
Amortisation	18,879	-
Decrease/(increase) in trade debtors	704,805	(709,523)
Increase in prepayments and accrued income	(221,675)	(132,744)
(Decrease)/ increase in trade creditors	(60,573)	281,953
Increase/(decrease) in accruals	27,909	(115,387)
(Decrease)/ increase in deferred income	(51,551)	100,308
Decrease in other creditors	(888)	(1,080)
(Decrease)/ increase in social security and other taxes	(141,361)	90,715
<b>Net cash provided by/(used in) operating activities</b>	<b>279,838</b>	<b>(13,758)</b>

**CASH FLOWS FROM INVESTING ACTIVITIES**

	<b>£</b>	<b>£</b>
Interest receivable	1,780	5,194
Purchases of tangible fixed assets	(64,960)	(30,420)
Purchase of intangible assets	(226,550)	-
<b>Net cash used in investing activities</b>	<b>(289,730)</b>	<b>(25,226)</b>

**CASH FLOWS FROM FINANCING ACTIVITIES**

	<b>£</b>	<b>£</b>
Interest payable	(322)	(402)
Repayment of finance lease obligations	(952)	(1,190)
<b>Net cash used in financing activities</b>	<b>(1,274)</b>	<b>(1,592)</b>

	<b>£</b>	<b>£</b>
<b>Net decrease in cash and cash equivalents</b>	<b>(11,166)</b>	<b>(40,576)</b>
Cash and cash equivalents at the beginning of the year/period	761,353	801,929
<b>Cash and cash equivalents at the end of the year/period</b>	<b>750,187</b>	<b>761,353</b>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 1 ACCOUNTING POLICIES

#### **Basis of Preparation**

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), Charities SORP (FRS 102) 2019 and the Companies Act 2006.

#### **Going Concern**

The Board of Trustees assess whether the use of going concern as the basis for the preparation of the financial statements is appropriate. To undertake this review the latest forecasts, plans and projections from management are reviewed and adjusted to account for a potential downturn in performance to ensure the Charity has adequate resources to continue in operational existence for the foreseeable future. Having undertaken this review, the Board of Trustees have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future.

#### **Financial Year**

The comparative period to the financial year ended 31 March 2021 is a fifteen month period from 1 January 2019 to 31 March 2020.

#### **Significant accounting judgements and estimates**

In preparing the financial statements key judgements are made in relation to income recognition for contracts which are part complete at the 31 March 2021. Such judgements are based on an assessment of the contract position at that date considering key milestone and deliverables completed at the reporting date and the transfer of risk and rewards of the contracts at that date to the customer. The accounting policies for all income recognition are detailed below.

There are no areas where significant estimates have been made at the 31 March 2021.

#### **Incoming resources**

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

**Membership and paid services subscriptions ("Subscriptions")** - subscriptions paid to nasen are payable for one year in advance, commencing on the date in which the subscription is purchased. Whilst the income is recognised upon receipt, the proportion of the subscription relating to periods after 31 March has been deferred and will be included in income in the following year.

**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 from publication is recognised in the financial year in which publications are sold by nasen's publishing partners.

**Journals** - subscriptions for journals are payable in advance for varying periods throughout the year. Whilst the income is recognised upon receipt, the proportion of the subscription relating to journals produced after 31 March 2021 has been deferred and will be included in income in the year ended 31 March 2022.

**Training** - income from grant-funded training is included in the financial statements when the conditions upon which the grant becomes payable are fulfilled. Income from non-grant-funded training is included in the financial statements on the date the training occurs.

**Advertising and sponsorship income** - income is recognised in the month when the adverts are published and for sponsorship when the event(s) or activity to which the sponsorship relates happens. At 31 March 2021 any advertising or sponsorship paid for activities that happen after the year end is held in deferred income and will be recognised in the following financial period.

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

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)

### 1 ACCOUNTING POLICIES (cont'd)

**Consultancy** - income from consultancy projects is included in the financial statements when the company obtains the right to consideration.

Amounts received in the 12 month period ended 31 March 2021 in advance of the consideration being earned have been deferred and will be included in income in the year ended 31 March 2022.

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

Amounts not relating to the 12 month period ended 31 March 2021 have been deferred and will be included in income in the year ended 31 March 2022.

**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.

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.

#### 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%  |
| • Office equipment   | 20% |
| • Computer equipment | 33% |

#### Intangible assets

Intangible assets are initially recognised at cost and then subsequently at cost less impairment and subsequent accumulated amortisation where:

- it is probable that the expected future economic benefits will flow to the entity; and
- the cost or value of the asset can be measured reliably.

Intangible assets are amortised on a systematic basis over their useful lives.

The company recognises the development of its new Content Management System (CMS) and Customer Relationship System (CRM) as an intangible asset as it meets the above criteria and the amortisation period for this asset has been set at 3 years.

#### 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.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**1 ACCOUNTING POLICIES (cont'd)**

**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.

**Pensions**

nasen operates a defined contribution pension scheme which all employees are eligible to join. The Company contributes 8.0% of an employees salary to the scheme. Contributions payable for the year are included in resources expended.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)

**2 INVESTMENT INCOME**

			Total 12mths 01.04.20 - 31.03.21	Total 15mths 01.01.19 - 31.03.20
	Unrestricted Funds	Restricted Funds	£	£
Bank interest	1,780	-	1,780	5,194

**3 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

			Total 12mths 01.04.20 - 31.03.21	Total 15mths 01.01.19 - 31.03.20
	Unrestricted Funds	Restricted Funds	£	£
Membership	222,259	-	222,259	386,036
Publications and Journals	149,722	-	149,722	205,668
Training	238,150	1,087,169	1,325,319	1,605,677
Exhibitions and events	20,600	-	20,600	94,485
Consultancy	1,806,553	154,137	1,960,690	2,585,134
Online advertising activity	35,776	-	35,776	25,175
Other income	-	-	-	4,377
	<u>2,473,060</u>	<u>1,241,306</u>	<u>3,714,366</u>	<u>4,906,552</u>

**4 CHARITABLE EXPENDITURE**

			Total 12mths 01.04.20 - 31.03.21	Total 15mths 01.01.19 - 31.03.20 Restated
	Direct Charitable Expenditure	Support Costs	£	£
<b>Unrestricted funds</b>	£	£	£	£
Membership	-	244,830	244,830	158,483
Publications and Journals	53,424	56,601	110,025	173,158
Training	107,829	248,095	355,924	258,597
Exhibitions and events	27,732	53,701	81,433	140,845
Consultancy	938,534	743,674	1,682,208	2,167,605
Online advertising activity	-	26,719	26,719	22,526
Third party support	6,136	-	6,136	8,369
Total unrestricted funds	<u>1,133,655</u>	<u>1,373,620</u>	<u>2,507,275</u>	<u>2,929,583</u>
<b>Restricted funds</b>				
Training	593,184	493,985	1,087,169	1,405,305
Consultancy	69,499	84,638	154,137	133,344
Total restricted funds	<u>662,683</u>	<u>578,623</u>	<u>1,241,306</u>	<u>1,538,649</u>
Total charitable expenditure	<u>1,796,338</u>	<u>1,952,243</u>	<u>3,748,581</u>	<u>4,468,232</u>

The prior year comparative figures for unrestricted funds have been restated to agree with the current year classification of such expenditure.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**5 ALLOCATION OF SUPPORT COSTS**

	<b>Officer and Advisory Group Expenses</b>	<b>Staff Costs</b>	<b>Establishm't Costs</b>	<b>Exhibitions and Marketing</b>	<b>Information Technology Costs</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Membership	451	183,670	4,603	8,240	11,912
Publications and Journals	77	45,907	791	1,417	2,048
Training - unrestricted funds	457	185,065	4,665	8,350	12,071
Training - restricted funds	935	364,928	9,551	17,097	24,715
Exhibitions and events	99	40,058	1,010	1,807	2,613
Consultancy	1,369	554,739	13,983	25,029	36,182
Consultancy - restricted funds	157	63,006	1,601	2,866	4,143
Online advertising activity	49	19,931	502	899	1,300
<b>Total allocated to direct charitable expenditure</b>	<b>3,594</b>	<b>1,457,304</b>	<b>36,706</b>	<b>65,705</b>	<b>94,984</b>

	<b>Legal, Professional and Consultancy</b>	<b>Membership Administ'ion</b>	<b>Office Costs</b>	<b>Total 12mths 01.04.20 - 31.03.21</b>	<b>Total 15mths 01.01.19 - 31.03.20</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Allocated to direct charitable expenditure:					
Membership	10,686	1,689	23,579	244,830	125,087
Publications and Journals	1,837	290	4,234	56,601	88,758
Training - unrestricted funds	10,828	1,711	24,948	248,095	89,478
Training - restricted funds	22,171	3,504	51,084	493,985	594,770
Exhibitions and events	2,344	370	5,400	53,701	50,918
Consultancy	32,458	5,130	74,784	743,674	582,766
Consultancy - restricted funds	3,716	587	8,562	84,638	66,126
Online advertising activity	1,166	184	2,688	26,719	19,237
<b>Total allocated to direct charitable expenditure</b>	<b>85,206</b>	<b>13,465</b>	<b>195,279</b>	<b>1,952,243</b>	<b>1,617,140</b>

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**6 INCOMING RESOURCES - DEFERRED INCOME**

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

	Membership	Publications and Journals	Training	Exhibitions and Events
	£	£	£	£
Deferred income at 1 April 2020 and released to Incoming resources	194,373	68,807	137,454	5,587
Income invoiced in year	27,886	153,819	1,352,872	15,013
Deferred income at 31 March 2021	-	72,904	165,007	-
Incoming resources at 31 March 2021	<u>222,259</u>	<u>149,722</u>	<u>1,325,319</u>	<u>20,600</u>

	Consultancy	Online activity	Total
	£	£	£
Deferred income at 1 April 2020 and released to incoming resources	8,500	1,625	416,346
Income invoiced in year	2,073,161	40,064	3,662,815
Deferred Income at 31 March 2021	120,971	5,913	364,795
Incoming resources at 31 March 2021	<u>1,960,690</u>	<u>35,776</u>	<u>3,714,366</u>

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

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

	<b>Total 12mths 01.04.20 - 31.03.21</b>	<b>Total 15mths 01.01.19 - 31.03.20</b>
--	---	---

**7 STAFF**

**a. Staff Numbers**

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

	<b>No 31</b>	<b>No 21</b>
--	------------------	------------------

Administration

The increase in staff numbers is due to a planned increase in nasen's infrastructure capability.

**b. Staff Costs**

The aggregate payroll costs of staff were as follows:-

	<b>£</b>	<b>£</b>
Wages and salaries	1,237,577	1,038,447
Social security costs	125,779	105,580
Pension costs	93,949	71,577
Other employee benefits	5,505	4,447
	<b>1,462,810</b>	<b>1,220,051</b>

**c. Staff restructuring costs**

Staff restructuring costs were paid to one (2020: none) employee on termination of their employment in the year/ period. The amount has not been disclosed in respect of personal data relating to an identifiable individual

**d. Higher Paid Staff**

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

	<b>No</b>	<b>No</b>
Number of employees receiving emoluments between £60,001 and £70,000	3	3
Number of employees receiving emoluments between £80,001 and £90,000	-	1
Number of employees receiving emoluments between £100,001 and £110,000	1	-
Number of employees receiving emoluments between £120,001 and £130,000	-	1

There were no defined retirement pension benefit contributions paid during the year to 31 March 2021 (15 month period 31 March 2020: £Nil).

No Trustee received any emoluments from the charitable company during the year to 31 March 2021 (15 month period 31 March 2020: £Nil).

**e. Key Management Personnel**

The key management personnel of the charitable company comprise the trustees and the Senior Leadership Team. The Senior Leadership Team consisted of 3 (2020: 6) employees as at 31 March 2021. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the charitable company was for year ended 31 March 2021 £292,324 (15 month period 31 March 2020: £410,956).

**8 MOVEMENT IN TOTAL FUNDS FOR THE YEAR/PERIOD**

	<b>Total 12mths 01.04.20 - 31.03.21</b>	<b>Total 15mths 01.01.19 - 31.03.20</b>
Movement in total funds for the year/period is stated after charging:	<b>£</b>	<b>£</b>
Depreciation of tangible assets - owned	37,233	32,087
Depreciation of tangible assets - finance leases	953	1,190
Amortisation on intangible assets	18,879	-
Auditors' remuneration - audit work	10,500	10,500
Expenses reimbursed to 14 trustees (2020: 9)	493	5,480

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

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

	<b>Total 12mths 01.04.20 - 31.03.21</b>	<b>Total 15mths 01.01.19 - 31.03.20</b>
	<b>£</b>	<b>£</b>
<b>9 INTEREST PAYABLE AND SIMILAR CHARGES</b>		
Finance lease interest	<u>322</u>	<u>402</u>

**10 TANGIBLE FIXED ASSETS**

	<b>Freehold Property</b>	<b>Office Equipment</b>	<b>Computer Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 April 2020	220,967	54,410	135,219	410,596
Additions	-	39,017	25,943	64,960
At 31 March 2021	<u>220,967</u>	<u>93,427</u>	<u>161,162</u>	<u>475,556</u>
<b>Depreciation</b>				
At 1 April 2020	53,593	51,596	94,000	199,189
Charge for the year	2,209	6,831	29,146	38,186
At 31 March 2021	<u>55,802</u>	<u>58,427</u>	<u>123,146</u>	<u>237,375</u>
<b>Net book value</b>				
At 31 March 2021	<u>165,165</u>	<u>35,000</u>	<u>38,016</u>	<u>238,181</u>
At 31 March 2020	<u>167,374</u>	<u>2,814</u>	<u>41,219</u>	<u>211,407</u>

**11 INTANGIBLE ASSETS**

	<b>Total £</b>
<b>Cost</b>	
At 1 April 2020	-
Additions	226,550
At 31 March 2021	<u>226,550</u>
<b>Amortisation</b>	
At 1 April 2020	-
Charge for the year	18,879
At 31 March 2021	<u>18,879</u>
<b>Net book value</b>	
At 31 March 2021	<u>207,671</u>

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**12 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Trade debtors	87,357	792,162
Prepayments and accrued income	833,274	611,599
	<u>920,631</u>	<u>1,403,761</u>

**13 CASH AT BANK**

	2021	2020
	£	£
Current accounts	407,101	368,622
Instant access deposit accounts	342,748	392,321
	<u>749,849</u>	<u>760,943</u>

Fixed term bank accounts of less than 1 year are categorised as liquid resources.

**14 ANALYSIS OF CHANGES IN NET FUNDS**

	1 April 2020	Cash flows	31 March 2021
	£	£	£
Cash in hand and at bank	761,353	(11,166)	750,187
	<u>761,353</u>	<u>(11,166)</u>	<u>750,187</u>
Finance lease obligations	(952)	952	-
Total	<u>760,401</u>	<u>(10,214)</u>	<u>750,187</u>

**15 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Trade creditors	368,704	429,277
Accruals	126,983	99,074
Deferred income	364,795	416,346
Finance leases	-	952
Other creditors	13,714	14,602
Taxation and social security	47,897	189,258
	<u>922,093</u>	<u>1,149,509</u>

**16 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.

**17 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 MARCH 2021 (cont'd)**

**18 RESTRICTED INCOME FUNDS**

	Balance at 01.04.20	Incoming resources	Outgoing resources	Balance at 31.03.21
	£	£	£	£
DfE funded project	-	1,087,169	1,087,169	-
EEF funded project	-	154,137	154,137	-
	-	<b>1,241,306</b>	<b>1,241,306</b>	-

The DfE funded project relates to a grant received with the objective of developing and providing an early years training package that can be used in all mainstream schools to give an overview of all aspects of SEND. This is achieved by the provision of online and face to face training aiming to improve the quality of provision for children with SEND in early years settings by improving the confidence, knowledge and ability of the workforce.

The EEF funded project relates to a grant received with the objective of carrying a randomised control trial of the Whole School SEND Consortium Review in secondary mainstream schools.

**19 UNRESTRICTED INCOME FUNDS**

	£
Balance at 1 April 2020	1,227,012
Net deficit for the year	(32,435)
Balance at 31 March 2021	<b>1,194,577</b>

**20 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

Fund balances at 31 March 2021 are represented by:

	General Funds	Designated Funds	Restricted funds	Total Funds
	£	£	£	£
Tangible and Intangible fixed assets	445,852	-	-	445,852
Current assets	1,670,818	-	-	1,670,818
Current liabilities	(922,093)	-	-	(922,093)
	<b>1,194,577</b>	-	-	<b>1,194,577</b>

Comparative information in respect of the preceding period is as follows:

Fund balances at 31 March 2020 are represented by:

	General Funds	Designated Funds	Restricted funds	Total Funds
	£	£	£	£
Tangible fixed assets	211,407	-	-	211,407
Current assets	2,165,114	-	-	2,165,114
Current liabilities	(1,149,509)	-	-	(1,149,509)
	<b>1,227,012</b>	-	-	<b>1,227,012</b>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)

### 21 RELATED PARTY TRANSACTIONS

The following related party transactions took place in the period of account:

- **Active Learning Trust** - have membership with nasen. The transaction totalled £2,720. There were no amounts outstanding at 31 March 2021 (2020: £Nil). Adam Boddison is a Trustee of Active Learning Trust.
- **University of Wolverhampton** - have membership with nasen. The transaction totalled £245. There were no amounts outstanding at 31 March 2021 (2020: £Nil). Adam Boddison is a Visiting Professor at the University of Wolverhampton.
- **L.E.A.D Academy Trust** - two schools within the Trust have membership with nasen. The transaction totalled £408. There were no amounts outstanding at 31 March 2021 (2020: £Nil). Mark Blois is a Trustee of L.E.A.D Academy Trust.
- **Comino Foundation** - during the year nasen £12,500 (2020: £12,500) in funding from the Comino Foundation to support work in the area of Dual and Multiple Exceptionality. There were no amounts outstanding at 31 March 2021 (2020: £Nil). Amrit Singh is a Trustee of the Comino Foundation.
- **The Potential Trust** - nasen purchased services totalling £6,500 during the period and no amounts were outstanding at the year end. Adam Boddison is a Trustee of The Potential Trust.
- **Leading Learning for Special Educational Needs and Disability C.I.C.** - nasen purchased services totalling £24,300 during the year and £6,000 was unpaid at the year end. Adam Boddison and Amrit Singh are Directors of Leading Learning for Special Educational Needs and Disability C.I.C.
- **Whitefield Academy Trust** - had membership with nasen in the prior year. There were no transactions in the current year (2020: £299) and there were no amounts outstanding at 31 March 2021 (2020: £Nil). In the prior year nasen purchased services totalling £7,200 and reimbursed expenses totalling £172; no such transactions occurred in the current year. Elaine Colquhoun is a Director of the Whitefield Development Trust which is related to Whitefield Academy Trust.

All transactions were conducted at arm's length, in accordance with nasen's normal procurement procedures and with Charities SORP (FRS 102) 2019.



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)

### REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

**Name:** The National Association for Special Educational Needs (nasen)  
**Registered Company Number:** 02674379 (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](http://www.nasen.org.uk)

**E-mail:** [membership@nasen.org.uk](mailto:membership@nasen.org.uk)

**Key Management Personnel:** 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:

Elaine Simpson	Chair
Christopher Rutt (appointed 7 July 2020)	Chair of Finance, Audit and Risk Committee
Helen Cooper (resigned 29 July 2021)	Chair of Human Resources and Policy Committee
Alex Griffiths	Chair of the Contract Management and Delivery Assurance Committee
Mark Blois	
Elaine Colquhoun	
Trevor Daniels	
Carolyn Eyre	
Jeremey Gould	
Ian Hughes (appointed 15 December 2020)	
Simon Lloyd (appointed 26 June 2020)	
Christopher Marshall (resigned 11 December 2020)	
Dr Sue Soan	
Leo Stanley	

#### Senior Leadership Team

Dr Adam Boddison (resigned 31 August 2021)	Chief Executive
Alison Wilcox	Education Director
Amrit Singh	Chief Operating Officer

#### Senior Management Team

Kamal Bodhanker	Head of International Development
Alex Grady	Head of Whole School SEND
Richard Griffiths	Head of Finance, HR and Data
Harriet Hannan	Head of Programmes - Whole School SEND
Lisa Knowles	Head of Contracts and Operations
Michael Surr	Head of Education
Gina Wookey	Head of Sales & Marketing

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2021 (cont'd)**

**Staff Team**

Sarah Ayebi-Kwakye	Whole School SEND Project Manager
Chontell Braceland	Data and CRM Manager
Sadie Cotterill	HR Administrator
Gail Devey	Finance Administrator
Tracey Jenkins	Administrative Assistant
Jamie Galpin	Education Officer
Alistair Gilbert	Sales Executive
Loretta Jones	Website and CRM Officer
Claudia Lace	Personal Assistant to the Chief Executive
Zoe Mathers	Education Officer
Pernille Peterson	Whole School SEND Project Manager
Helen Prosser	EEF Project Manager
Natalie Reid	Whole School Communications & SEND Gateway Manager
Kayla Simpson-George	EEF Programme Assistant
Coral Stewart	Operations Manager
Katy Talbot	Fundraiser & Bid Writer
Mia Tuckey	Whole School SEND Programme Assistant
Denise Upton	Finance Administrator
Sam Ward	Marketing Executive
Francesca Wakefield	Whole School SEND Senior Project Manager
Mandy Wilding	Education Development Officer

**Auditors**

UHY Hacker Young (Birmingham) LLP  
 9-11 Vittoria Street, Birmingham, B1 3ND