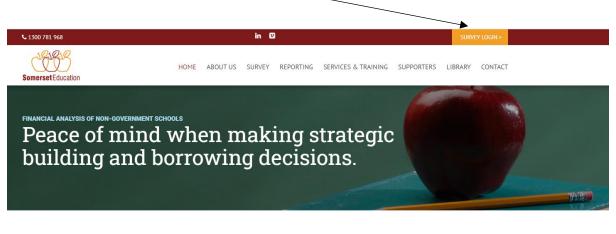




# 2024 (2023 School-year data) Financial Survey for Schools (FSS)

### Log on to www.somerseteducation.net

### Click here to log into the survey



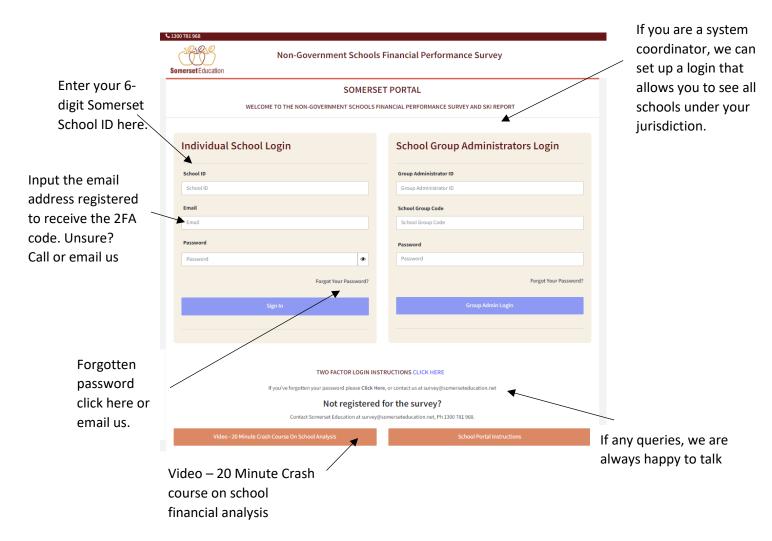
Somerset Education is dedicated to the financial viability and sustainability of non-government schools.

We value Integrity, Simplicity and Professionalism.

Working with schools, of all sizes and of different educational philosophies over 20 years, Somerset Education understands the balance of education strategy and financial sustainability.



## **Navigating the Somerset Education School Portal**



Non-Government Schools Financial Performance Survey

Somerset Education

SOMERSET PORTAL

2 factor Code
PLEASE ENTER THE CODE THAT WAS SENT TO THE EMAIL ADDRESS ASSOCIATED TO YOUR LOGIN SCHOOL ID

Did not receive your 2FA code? Check spam/junk folders.

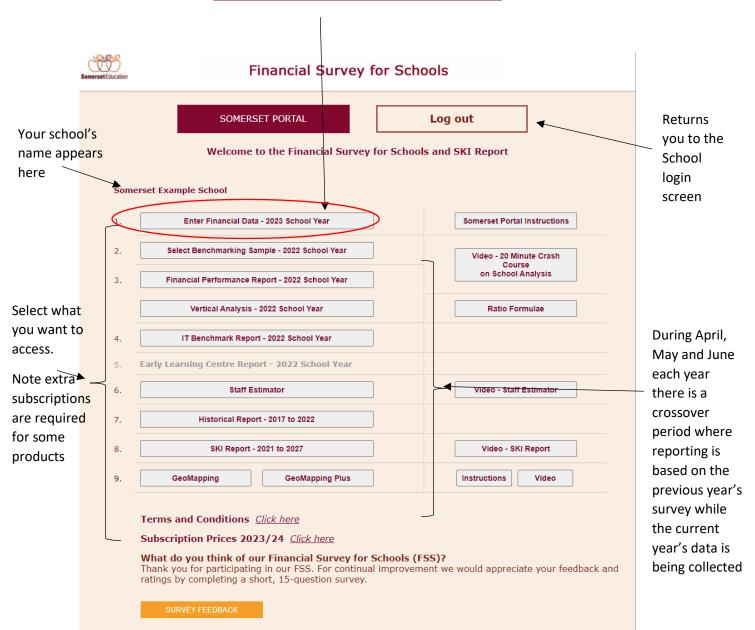
Further queries, call 1300 781 968 or email: survey@somerseteducation.net

You will receive an email with a 6-

### **Once logged into your School Portal**

Your personal portal which allows participation in the survey, selection of a benchmarking samples and generation of reports for your school.

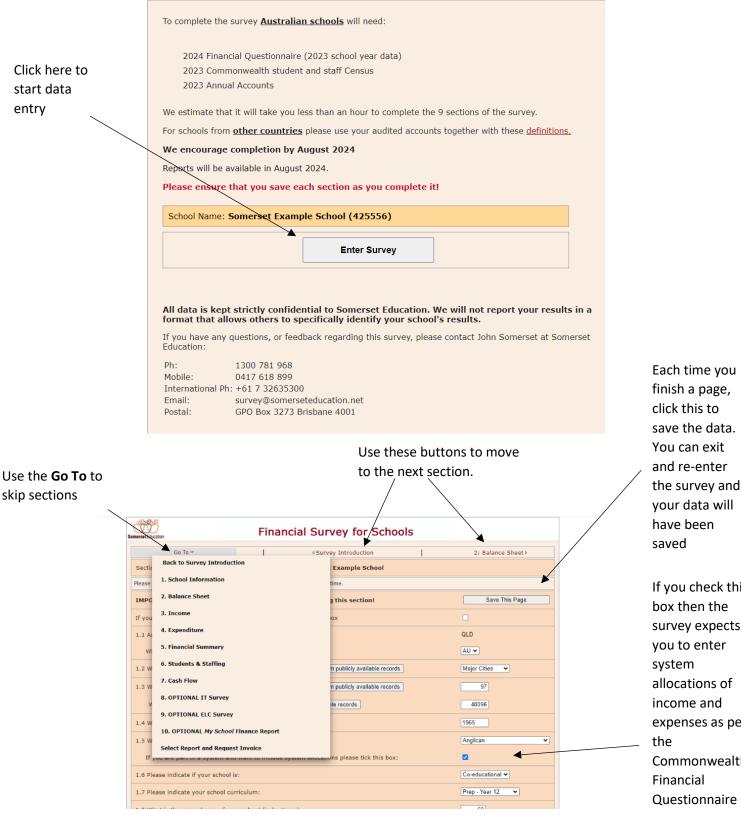
### **Step 1 - Survey Data Input**



### **Enter data into the Survey**

Most of the data comes from the annual Australian Commonwealth Financial Questionnaire (FQ), Commonwealth Student and Staff Census, Balance Sheet information and a couple of FQ dissections. Survey will be open for data entry in April. To help you and your counterparts to select adequate benchmarking/reporting samples, we encourage schools to complete the survey by 31 August. Although it is open for data entry for 12 months.

Financial Survey for Schools



the survey and

If you check this expenses as per Commonwealth



### Financial Survey for Schools

omersetEducation		,					
Go To ▽	4 2:	4 2: Balance Sheet			4: Expenditure ♭		
Section 3: Income - 2023 School Year - Somerset Example School							
Please note that you may logout and return t	o complete the survey at any	/ time.					
IMPORTANT: Save data BEFORE leaving this page and CHECK SECTION 7 CASH FLOW!  Save This Page							
RECURRENT INCOME		Tuition	Boarding	Systemic/Diocese Allocations	Definition Codes		
School Fees				*			
Fees & Charges - this value is net of disc scholarships.	counts, concessions &	\$ 12,567,019	\$ 1,283,317	\$ 10	RI.010		
Discounts, Concessions & Scholarships ( granted in calculating the net value of fe capital fees (Please do not enter as a ne has already been netted off in fees and	ees and charges including gative as this amount	\$ 1,655,120	\$ 9,990	\$ 1	Your Calculation		
Other Fee Income							
Income for excursions/trips if not alread RI.010	ly reported under item	\$ 3,537	\$ 4,000	\$ 5	RI.020		
Other receipts from students (including fees/charges/levies)	extra subject	\$ 415,927	\$ 2,000	\$ 4	RI.030		
Abstudy Allowances paid direct to schoo	I	\$ 231	\$ 100	\$ 4	RI.040		
Total Recurrent receipts from overseas s	students	\$ 201,281	\$ 1,400	\$ 2	RI.050		
Private, Investment, Donations Inco	ome						
Other private income not included above	e	\$ 300,000	\$ 30	\$ 1	RI.060 ◀—		
Investment Income		\$ 200	\$ 30	\$ 1	RI.061		
Donations for recurrent purposes		\$ 21	\$ 45	\$ 1	RI.065		
State Government Recurrent Grants							
State Government Recurrent Grants (inc and other state grants)	cluding per capita grants	\$ 2,841,227	\$ 12,403	\$ 10	RI.070		
State Government Education Allowances	5	\$ 14,170		\$ 5	RI.080		
Interest Subsidy (only for current year)		\$ 500	\$ 100	\$ 4	RI.090		
Commonwealth Government Recurr	ent Grants						
General Recurrent Grants Programs - ba	sic per capita	\$ 12,517,812		\$ 3	RI.100		
Indigenous Education (including ESL for speaking students)	indigenous language	\$ 1,320	\$ 891	\$ 2	RI.110		
Other recurrent grants		\$ 150,500	\$ 154,447	\$ 1	RI.120		
TOTAL RECURRENT INCOME - SCHOOL	OL BUSINESS	\$ 29,013,745	\$ <u>1,458,763</u>	\$ 53	RI.130		

System
allocations are
only applicable
if you stated in
section 1 that
you are part of a
school system

Most of the data comes directly from the Commonwealth Financial Questionnaire. There is an occasional dissection required by you. Hover overs for descriptions

### **Section 5: Reconciles to your audited accounts**

#### Financial Survey for Schools Go To ▽ 4 4: Expenditure 6: Students & Staffing ▶ Section 5: Financial Summary - 2023 School Year - Somerset Example School 202 Please note that you may logout and return to complete the survey at any time. Systemic/Diocese Total INCOME Allocations Tuition Income (net of concessions, includes capital fees and levies) \$13,288,595 \$34 \$13,288,629 Other Fee Income + Private Income \$300,221 \$3 \$300,224 Grants Income \$15,525,529 \$25 \$15,525,554 **Boarding Income** \$1,462,354 \$1,462,354 **Total Recurrent Income** \$30,576,699 \$62 \$30,576,761 **EXPENDITURE** Teaching Salaries \$11.007.625 \$5 \$11.007.630 Non-Teaching Salaries \$4,736,215 \$4,736,235 \$20 Salary Related Expenses \$2,482,017 \$6 \$2,482,023 Teaching Expenses and Materials \$1,882,872 \$10 \$1,882,882 Administration Expenses \$1,600,498 \$17 \$1,600,515 Maintenance, Rent and Lease \$1,645,688 \$13 \$1,645,701 Interest - Tuition & Boarding \$522,779 \$9 \$522,788 Depreciation & Amortisation - Tuition & Boarding \$1,966,740 \$1,966,745 Bad & Doubtful Debts \$10,000 \$1 \$10,001 Boarding (except interest and depreciation recorded above) \$1,810,303 \$1,810,303 Total Expenditure \$27,664,737 \$86 \$27,664,823 Net Profit or Loss from Trading Activities - Tuition (\$1,192,138) (\$1,192,149)\$11 Net Profit or Loss from Trading Activities - Boarding (\$367,361) (\$367,361) Net Operating Surplus(Deficit) \$1,352,452 \$1,352,439 Capital Income - Tuition & Boarding \$110,000 \$19 \$110,019 Asset Revaluation \$1 \$1 **Total Comprehensive Income including Capital Income** \$1,462,453 \$1,462,459 Earnings before Interest Depreciation & Amortisation (EBIDA) \$3,841,371 \$3.841.368 (excludes capital income)

12.6%

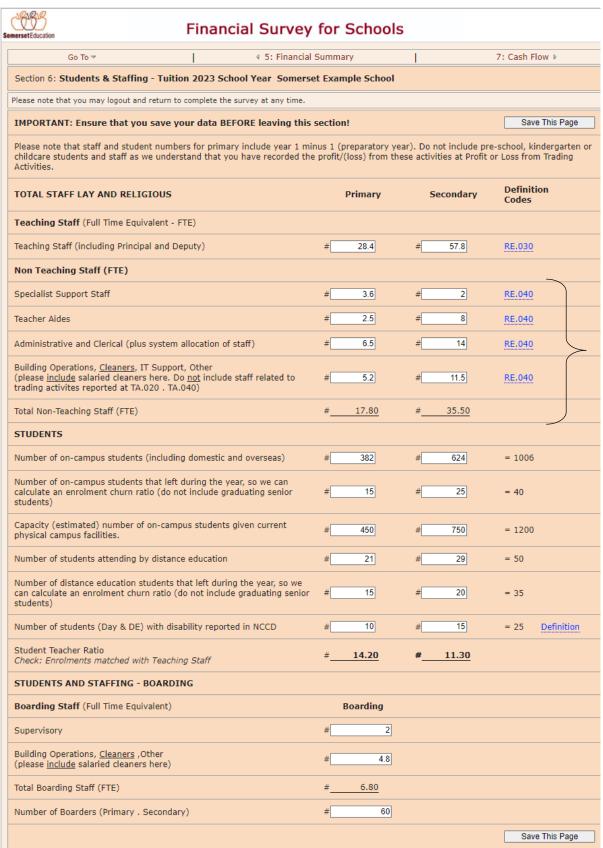
This should equal the **Statement of Profit and Loss and Other Comprehensive Income** on
audited accounts. Please reconcile the survey to
your audit accounts and contact us if you have
any queries.

Margin (EBIDA / Total Recurrent Income Less Interest Subsidies)

If this column includes systemic allocations it will not necessarily reconcile to your school audited accounts. But this is the column ultimately used to calculate your school's ratios eg income per student, expenses per student etc.

12.6%

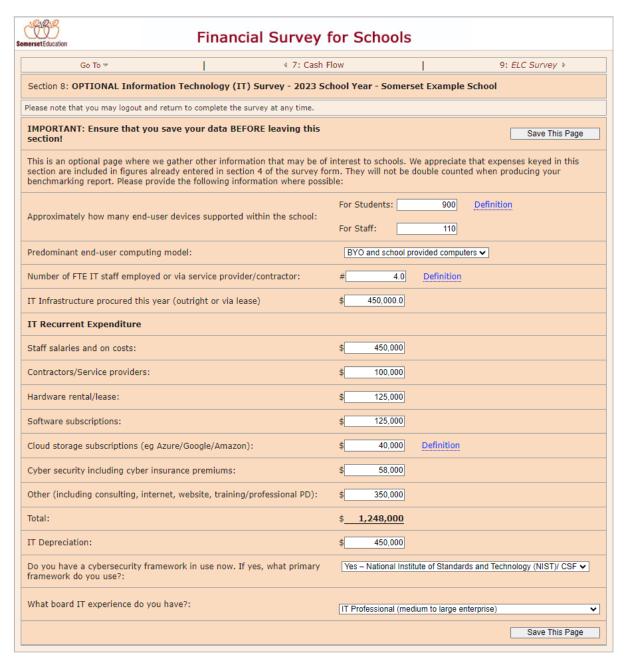
## Section 6: Student and Staff details from the Commonwealth Student and Staff Census



Mostly this information comes direct from the Student and Staff Census. But we ask that you dissect Aides and Administration

### **Section 8 and 9 Optional surveys**

The data in these sections is optional and already included in Section 3 (Income) and Section 4 (Expenditure). So, by extracting the data in these sections it will not be double counted. It just allows to you separately analyse IT and Early Learning centre performance compared to samples of similar schools.

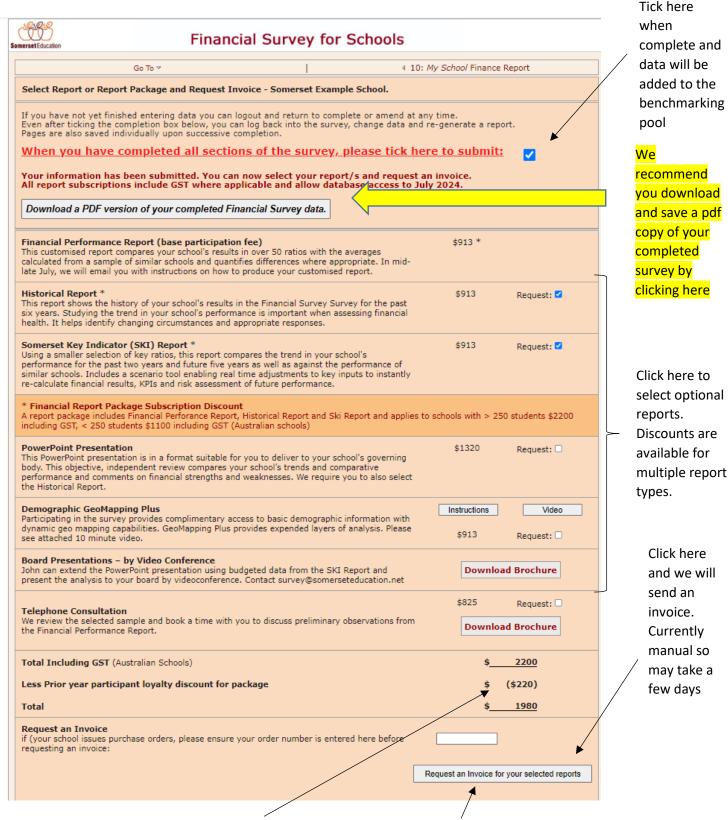




### Financial Survey for Schools

Go To ♥	48: IT Survey   10	): My School, Financ	ce Report D				
Section 9: OPTIONAL Early Learnin	ng Centre/Childcare SURVEY - 2023 School Year - Somerset Examp	ole School					
Please note that you may logout and return	n to complete the survey at any time.						
IMPORTANT: Ensure that you save your data BEFORE leaving this section!  Save This Page							
This is an optional page where we gather other information that may be of interest to schools. We appreciate that expenses keyed in this section are included in figures already entered in section 4 of the survey form. They will not be double counted when producing your benchmarking report. Please provide the following information where possible:							
CHILDREN FTE DURING REFERENCE PERIOD, BY AGE AS AT 1 JULY							
	The reference period varies across Australian States, but is generally a week or fortnightly period around the annual census date in August each year. The New Zealand ECE Census reference week occurs in June each year.						
The Full Time Equivalent (FTE) is calculated as: Number of days enrolled/attended by a child during the reference period / Number of days enrolled/attended by a full-time child. For example, for a one week reference period, if a child attends 3 days and a full time child attends 5 days, the FTE for that child is 3 days/5 days = 0.60. For a two week reference period, if a child attends 4 days and a full time child attends 10 days, the FTE for that child is 4 days/10days = 0.40. Do not include any outside school hours care (OSHC) enrolments.							
Children FTE							
Birth to less than 36 months:		# 32					
From 36 months up to and inclduing p	preschool age:	# 74					
Total Children (FTE)		#106.00					
What is the licensed capacity of your e	early learning centre/service:	# 150	Definition				
Extra services provided							
Outside school hours care (OSHC)/Vac	cation care:	Yes <b>▼</b>					
Meals:		Yes 🗸					
Meals: What is the daily fee for a 4 year old a	at your service:	Yes <b>▼</b>					
	at your service:						
What is the daily fee for a 4 year old a			Definition				
What is the daily fee for a 4 year old a		\$ 127	Definition				
What is the daily fee for a 4 year old a  RECURRENT INCOME  All Fees, Charges and Recurrent Gover		\$ 127	Definition				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE		\$ 127	Definition				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances		\$ 127	<u>Definition</u>				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances  Salaries - Early childhood teachers:		\$ 127					
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances  Salaries - Early childhood teachers:  Salaries - Other Educators:		\$ 127 \$ 3,829,404 \$ 1,100,000 \$ 328,500	Definition				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances  Salaries - Early childhood teachers:  Salaries - Other Educators:  Salaries - Others:		\$ 127 \$ 3,829,404 \$ 1,100,000 \$ 328,500 \$ 340,000	Definition Definition				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances  Salaries - Early childhood teachers:  Salaries - Other Educators:  Salaries - Others:  Salary related expenses:	rnment Income:	\$ 127 \$ 3,829,404 \$ 1,100,000 \$ 328,500 \$ 340,000	Definition Definition				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances  Salaries - Early childhood teachers:  Salaries - Other Educators:  Salaries - Others:  Salary related expenses:  Non-Salary Expenses	rnment Income:	\$ 127 \$ 3,829,404 \$ 1,100,000 \$ 328,500 \$ 340,000 \$ 341,693	Definition Definition Definition				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances  Salaries - Early childhood teachers:  Salaries - Other Educators:  Salaries - Others:  Salary related expenses:  Non-Salary Expenses  All other direct expenses and materials	rnment Income:   s:  s:	\$ 1,100,000 \$ 1,100,000 \$ 328,500 \$ 340,000 \$ 341,693 \$ 210,529 \$ 669,630	Definition Definition Definition				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances  Salaries - Early childhood teachers:  Salaries - Other Educators:  Salaries - Others:  Salary related expenses:  Non-Salary Expenses  All other direct expenses and material:  Overheads - an allocation of expenses	rnment Income:   s:  s:  s from the school:	\$ 1,100,000 \$ 1,100,000 \$ 328,500 \$ 340,000 \$ 341,693 \$ 210,529 \$ 669,630	Definition Definition Definition				
What is the daily fee for a 4 year old a RECURRENT INCOME  All Fees, Charges and Recurrent Gover RECURRENT EXPENDITURE  Salary and Allowances  Salaries - Early childhood teachers:  Salaries - Other Educators:  Salaries - Others:  Salary related expenses:  Non-Salary Expenses  All other direct expenses and material:  Overheads - an allocation of expenses  TOTAL RECURRENT EXPENDITURE	rnment Income:   s:  s:  s from the school:	\$ 127 \$ 3,829,404 \$ 1,100,000 \$ 328,500 \$ 340,000 \$ 341,693 \$ 210,529 \$ 669,630 \$ 2,990,352 \$ 839,052	Definition Definition Definition				

### **Section 10: Select Report and Request invoice**

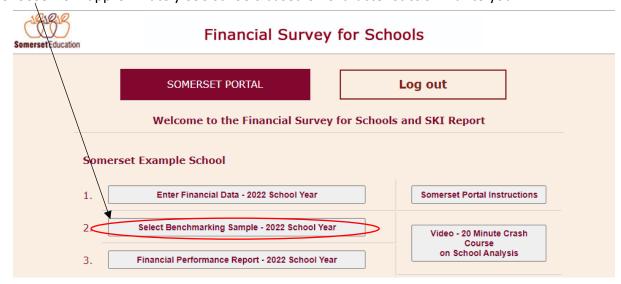


If you participated in the previous year's survey you will receive a participation bonus when selecting the package. This is our way of thanking you for your continued participation.

Sometimes school systems subscribe to the survey for all their schools. If you are part of such an arrangement, just click on this line and it will notify us that you have completed. No payment is required by you as the system is coordinating that with us.

### **Step 2 – Select Benchmarking Sample**

You are in control of the types of schools with which to compare your school's performance. Choose from approximately 650 schools based on characteristics similar to you.



We need to allow time for schools to complete survey data entry (encourage by 31 August) before allowing access to this section. After a few weeks of checking data and systems, we will email you to advise that access to sample selection has been allowed. **Expect to have access by August**Shows the

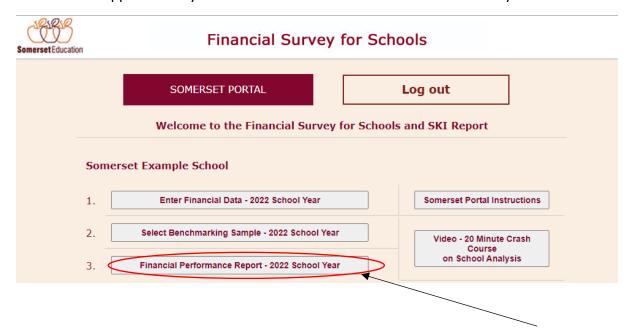
Details of	Somerset Education		Fin	ancial Su	rvey for S	chools			
your	Benchmarking Samp	le Selecti	on - Somerset I	Example School		Return to School Portal			
selection	Select and Submi								
appears	Selections are - State			_	confidentiality, w	e require 5 or more schools. Current			
here			4		please return to school portal.				
Tick the	If you leave all boxes in a selection category un-checked, the sample will include all these criteria in the search. Once you check a box in a category, the sample will be restricted accordingly. Eg, if in the "Australian States" selection category you don't check any boxes, the sample will include all states. Conversely, checking the "QLD" box will restrict the sample to only Queensland schools.								
boxes of the criteria you wish	Your School State: QLD, Day/Boal Students: 389, Secon Anglican, Type: Co-ec Group 2: , Group 3: , No, A Levels: No	dary Stu lucationa	dents: 647, Affi II, Curriculum: F	liation: P-12, Group 1: ,	Affiliation:  Anglican Baptist Catholic - Independent Catholic - Systemic Christian Christian - CEN Lutheran Methodist/Presbyterian/Uniting Montessori Other or None				
to select.	Australian States \$AUD:	□VIC □TAS □SA				Seventh Day Adventist Steiner Jewish Muslim Good Samaritan			
	Other Countries:	□ New	WA NT  Type: Co-educational  New Zealand \$NZ  Asia \$US  All Boys						
	Day/Boarding:	□ Day □ Board	ling		Curriculum:	Primary			
	Capacity to Contribute (CTC):	From:				Secondary  P-12			
	70-175 National Ave. 99	To:				Special Assistance Trade Training			
	Total Recurrent	From:			Multi Campus:				
	Income per Student:	То:			International Certifications:	☐ International Baccalaureate ☐ Cambridge			
	Student Total:	From: To:				☐ A Levels			
	<b>School Age:</b> eg. 1965 to 2005	From: To:				Submit			
	Private Group Code:								
			Scroll down	to see details of s	schools in the samp	le you have selected.			
						ed on your selections			
	State	DayBoa		СТС	Curricul	·			
	QLD	Boardin	g	129	P-12	No Yes			
	QLD	Day		122	P-12	No No			

If a complete section has no ticks, then it will include all schools. Eg. no curriculum is ticked here so the selection will include all curriculum types.

number of schools that meet your selected criteria. Must be > 5 for a valid sample

### **Step 3 – Produce Benchmarking Report**

You are in control of the types of schools with which to compare your school's performance. Choose from approximately 650 schools based on characteristics similar to your school.



Once you have selected the types of schools to compare your school's results with, click here to produce a pdf of your customised 18 page benchmarking report. Please save a copy for your records.

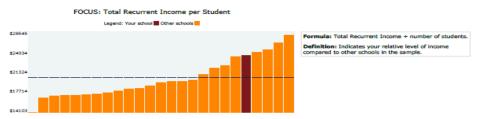
### **Example page**

### 7. REVENUE SOURCES AND COLLECTION

The ratios in Table VI indicate sources of income as well as effectiveness in the collection of fees.

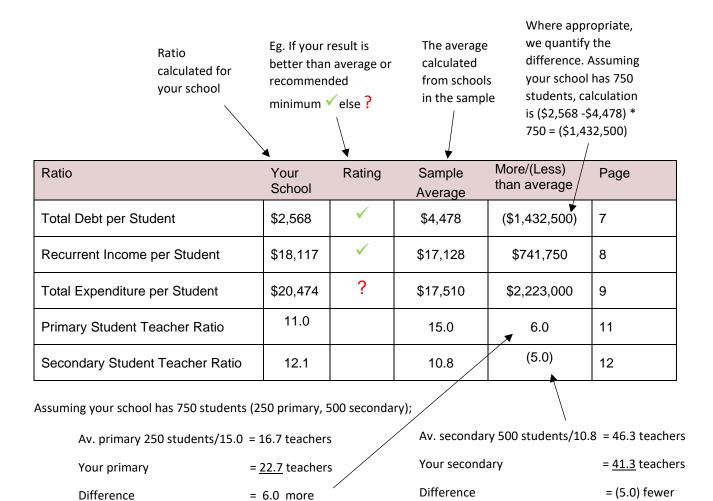
Table VI: Revenue Sources and Collection						
Ratio	Your School	Rating	Sample Average	More/(Less) than Average		
Revenue Sources (Excludes boarding)						
Total Recurrent Income per Student	\$24,807	1	\$20,502	\$4,317,941		
Discounts & Concessions as % Total Fee Income (excludes boarding)	12.0%	?	11.0%			
Fee Income as % Total Income *	56.7%		44.2%			
Grant Income as % Total Income *	41.8%		53.3%			
Other Income as % Total Income *	1.4%		2.6%			
Fee & Other Income as % Total Expenses	60.7%		49.0%			
Outstanding Fees per Student	\$1,376	?	\$460	\$918,485		
% Trade Debtors to Fees Billed	9.1%	?	5.6%			
Bad Debt per Student	\$5	1	\$51	(\$46,185)		

\* Note: The sum of the sample average may not equal 100% due to the filtering of ratios outside of reasonable ranges and also the fact that these figures are calculated as an average of individual school's ratios, not group averages.



Your total recurrent income is higher than the average school in the sample with similar student numbers, most likely because your fees are higher than average. Peruse the percentage of Fee, Grant and Other income ratios for more information. This indicates that you are probably better to look at costs, rather than income, if you have an objective of increasing operating surpluses.

### **How to Interpret Results**



### **Additional Reports and Tools**

