

REPUBLIC OF KENYA



REPUBLIC OF KENYA



OFFICE OF THE AUDITOR-GENERAL

Enhancing Accountability

REPORT THE NATIONAL ASSEMBLY
PAPERS LAID

DATE: 16 JUN 2026

DAY.

Tuesday

OF

TABLED
BY:

Hon. Naomi Wago, CBS, MP
(Deputy Majority Party Whip)

CLERK-AT
THE-TABLE:

homa/2

THE AUDITOR-GENERAL

ON

PARLIAMENT
OF KENYA
LIBRARY

ST. CLARE GIRLS SECONDARY SCHOOL

**FOR THE YEAR ENDED
30 JUNE, 2024**

EMBU COUNTY



17 APR 2026

ST CLARE GIRLS SECONDARY

ANNUAL REPORT AND FINANCIAL STATEMENTS

**FOR THE PERIOD ENDED 30TH JUNE
2024**

Transitional Financial Statements Prepared under the International Public Sector Accounting Standards (IPSAS)

1. Acronyms and Definition of Key Terms.....	ii
2. Key School Information and Management	iii
3. Summary Report of Performance of the School.....	viii
4. Statement of School Management Responsibility.....	xx
5. Report of The Independent Auditors	xxi
6. Statement Of Financial Performance for the Year Ended 30 th June 2024	1
7. Statement of Assets and Liabilities As At 30 th June 2024.....	2
8. Statement of Cash Flows for the Year Ended 30 th June 2024.....	3
9. Statement Of Budgeted Versus Actual Amounts for The Year Ended 30 th June 2024	5
10. Significant Accounting Policies	11
11. Notes To the Financial Statements	13
12. Annexes.....	20

Annual Report and Financial Statements for the year ended 30th June 2024

1. Acronyms and Definition of Key Terms

A. Acronyms.

BOM	Board of Management
CEB	County Education Board
IPSAS	International Public Sector Accounting Standards
KCSE	Kenya Certificate of Secondary Education
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
FY	Financial Year
FDSE	Free Day Secondary Education
TSC	Teachers Service Commission
SMASSE	Strengthening of Mathematics and Science in Secondary Education

B. Definition of Key Terms

Comparative Year- Means the prior period.

Annual Report and Financial Statements for the year ended 30th June 2024**2. Key School Information and Management****(a) Background information**

The school is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is located in EMBU County, MBEERE SOUTH Sub-County

The school was registered in 3/2010 under registration number GP/A/8172/10 and is currently categorized as a county public school established, owned or operated by the Government.

The school is a boarding school and had 120 number of students as at 30th June 2024. It has one streams and 11 teachers of which 1 teacher are employed by the School Board of Management.

(b) School Board of Management - Board Members

The School Board of Management established under Section 55 of the Basic Education Act, 2013; is composed of the following members:

Ref:	Name of Board Member	Designation	Date of appointment
1	Rita Kawira Njiru	Chairman	14/5/2019
2	Sabina Kaburi	Secretary - Principal	14/5/2019
3	David Njeru	Member	14/5/2019
4	Eric Njeru	Member	14/5/2019
5	Eric Muthomi	Member	14/5/2019
6	Ann Kamau	PTA chair	14/5/2019
7	Joseph Nthiga	Memer	14/5/2019
8	Fr. Stanley Ireri	Sponsor	14/5/2019
9	Alfred Ngari	Member	14/5/2019
10	Antony Maina	Special needs	14/5/2019
11	Beatrice Mwaniki	Member	14/5/2019
12	Jane Njeru	Member	14/5/2019
13	Humphrey Ireri	Member	14/5/2019
14	Nicasio Nyaga	Member	14/5/2019

Annual Report and Financial Statements for the year ended 30th June 2024**KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)****The function of the School Board of Management include:**

- Promote the best interests of the School and ensure its development.
- Promote quality education for all pupils in accordance with the standards set under the Basic Education Act, 2013
- Ensure and assure the provision of proper and adequate facilities for the School
- Manage the School's affairs in accordance with the rules and regulations governing occupational safety and health.
- Advise the County Education Board on the staffing needs of the School.
- Determine cases of students discipline and make reports to the CEB
- Prepare comprehensive termly report on all areas of its mandate and submit the report to CEB
- Administer and manage the resources of the School
- Receive, collect and account for any funds accruing to the institution in accordance with Article 226 (1) (a) of the Constitution of Kenya, Section 81 of the Public Finance Management Act, 2012 and the Fourth Schedule para 21 and 23 of the Basic Education Act, 2013.

(c) Committees of the Board

Names of the various committees of the Board established by the Board and the names of the committee members:

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Rita Kawira	Chairman	3 out of 3
		Sabina Kaburi	Secretary	3 out of 3
		Joseph Nthiga	V/chairman	2 out of 3
		Fr. Stanley Ileri		3 out of 3
		David Njeru		3 out of 3
		Ann kamau		3 out of 3
2	Audit Committee			
3	Finance,procurement and general purposes Committee/dev comm	Eric Njeru	Secretary	3 out of 3
		Eric Muthomi	Chairman	2 out of 3
		Ann Kamau		2 out of 3

Annual Report and Financial Statements for the year ended 30th June 2024

		Joseph Nthiga		3 out of 3
				1 out of 3
4	Academic Committee	Beatrice Mwaniki	Chairman	2 out of 3
		Antony Maina	Secretary	2 out of 3
		John Muthee		3 out of 3
		Joseph Nthiga		2 out of 3
		Jane Njeru		2 out of 3
5	Development Committee	David Njeru		3 out of 3
		Joseph Nthiga		3 out of 3
		Sabina Kaburi		3 out of 3
		Antony Maina		3 out of 3
		Eric Muthomi		3 out of 3
		Humphrey Ileri		3 out of 3
6	Discipline and welfare Committee	Beatrice Mwaniki	secretary	3 out of 3
		Mary Kamene	chairman	3 out of 3
		Fr. Stanley	member	2 out of 3
		Alfred Ngari	member	3 out of 3
		Antony Maina		
7	Adhoc Committee (if any during the year)			

(d) School operation Management

For the financial year ended 30th June 2024 the School day-to-day management was under the following persons:

Ref:	Designation	Name	TSC Number
1	Principal	Sabina Kageni Kaburi	372135
2	Deputy Principal	Mary Kamene Makai	253410
3	School Bursar	Patrick Muriithi	

Annual Report and Financial Statements for the year ended 30th June 2024

KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)

(e) Schools contacts

Post Office Box: 2166--60100 Embu
Telephone: 0715898070
E-mail: stclaresgirls@ymail.com
Website:
Facebook:
Twitter:

(f) School Bankers

The following school operated 7 number of bank accounts in the following banks:

1. Name of Bank: KCB bank
Branch: Embu
Account Number: 1102866105-SCHOOL FUND AC
2. Name of Bank: KCB bank
Branch: Embu
Account Number: 1102865869-TUITION AC
3. Name of Bank: KCB bank
Branch: Embu
Account Number: 1102836214-OPERATION AC
4. Name of Bank: KCB bank
Branch: Embu
Account Number: 1257358030- INFRA AC
5. Name of Bank: KCB
Branch: Embu
Account Number: 1141050072.-DEVELOPMENT AC
6. Name of Bank: KCB
Branch: Embu
Account Number: 1257358464-GRATUITY AC

7. MPESA Pay Bill No. 522123 attached to bank account: 38317

(g) Independent Auditors

Office of the Auditor General
Anniversary Towers, University Way
P.O. Box 30084
GPO 00100
Nairobi, Kenya

Annual Report and Financial Statements for the year ended 30th June 2024**3. Summary Report of Performance of the School**

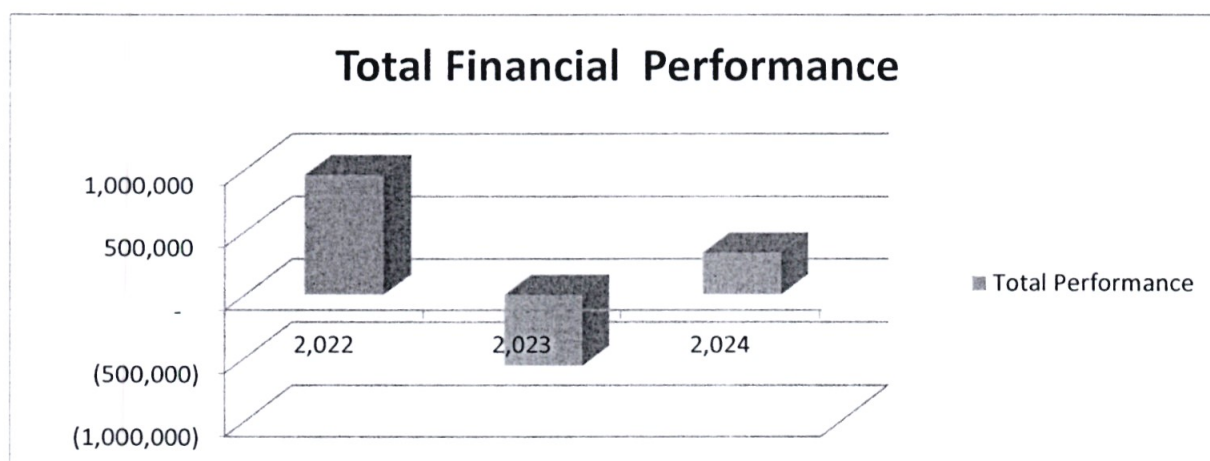
The following is a summary report of the performance of the school against the set performance evaluation criteria:

a) Financial performance

- *Surplus/ deficit for the year and a comparison of the same for the last three years*

	Account						
	School Fund	Operation	Tuition	Infrastructue	dev fund	gratuity	Total
Year							
2,022	657,216	181,371	(1,861)	361,505	(318,891)	78,809	958,149
2,023	278,608	(163,730)	(268,664)	(310,912)	(126)	(100,000)	(564,824)
2,024	295,924	11,017	139,836	-	(115,115)	-	331,662
Total	1,231,748	28,658	(130,689)	50,593	(434,132)	(21,191)	724,987

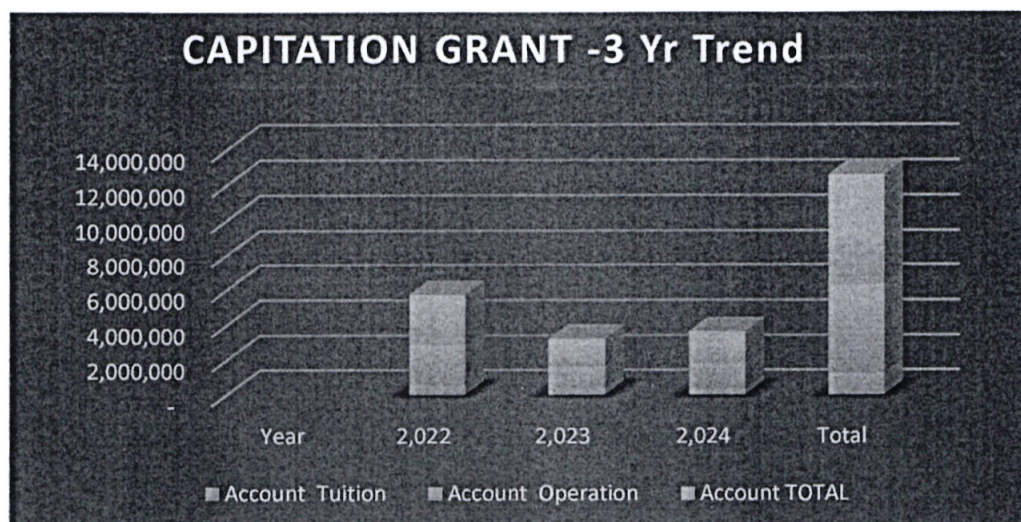
	Total Performance
Year	
2,022	958,149
2,023	(564,824)
2,024	331,662



Annual Report and Financial Statements for the year ended 30th June 2024

- *Capitation grants from the Ministry of Education for the last three years*

CAPITATION GRANT -3 Yr Trend				
		Account		
		Tuition	Operation	TOTAL
	Year			
	2,022	532,879	2,330,390	2,863,269
	2,023	356,450	1,259,247	1,615,698
	2,024	310,101	1,507,662	1,817,763
	Total	1,199,430	5,097,299	6,296,729

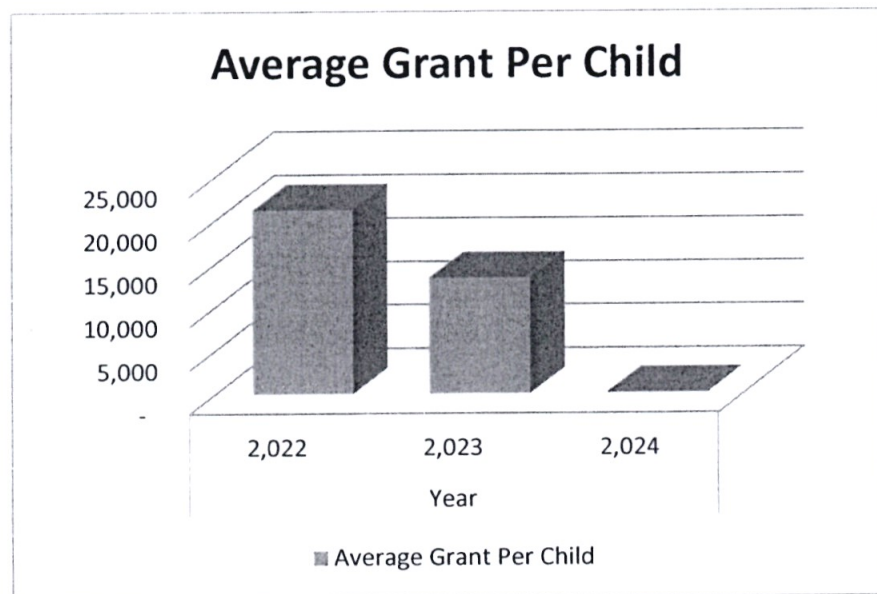


Annual Report and Financial Statements for the year ended 30th June 2024

- Ratio of capitation grant per student over the last three years

	Year		
	2,022	2,023	2,024
TOTAL GRANT RECEIVED	2,863,269	1,615,698	1,817,763
Highest Enrolment in the Year	135	121	120
Average Grant Per Child	21,209	13,353	120

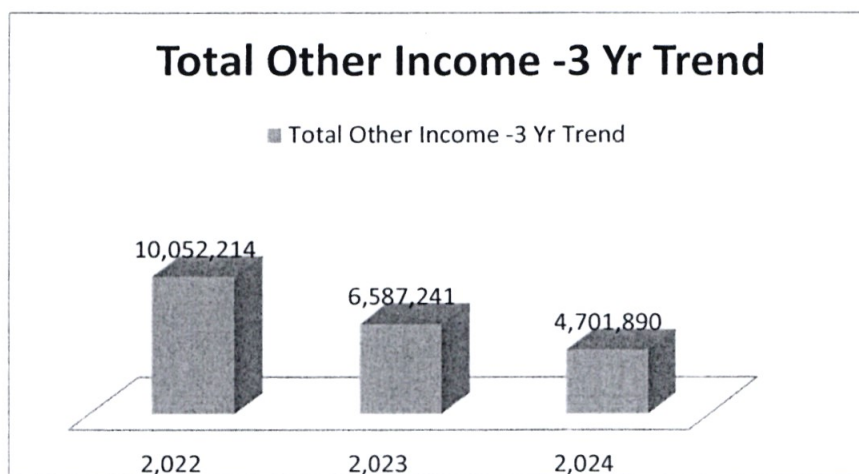
	Year		
	2,022	2,023	2,024
Average Grant Per Child	21,209	13,353	120



Annual Report and Financial Statements for the year ended 30th June 2024*-A three-year overview of growth of other income(s) earned by the school.*

		School Fund	dev fund	Infrastructue	gratuity	Total
YEAR						
	2,022	9,237,214	-	735,000	80,000	10,052,214
	2,023	6,289,241	-	298,000	-	6,587,241
	2,024	4,701,890	-	-	-	4,701,890
	Total	20,228,345	-	1,033,000	80,000	21,341,345

		Total Other Income -3 Yr Trend
Year		
	2,022	10,052,214
	2,023	6,587,241
	2,024	4,701,890

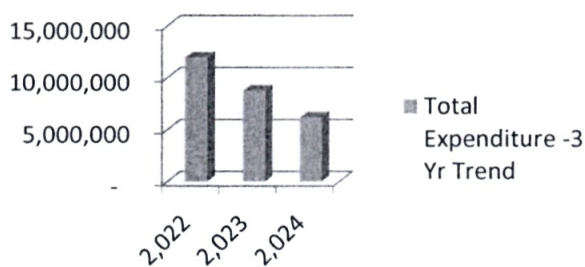


Annual Report and Financial Statements for the year ended 30th June 2024- *A three-year overview of growth in expenditure of the school*

	School Fund	Operation	Tuition	dev fund	Infrastructue	gratuity	Yr Total
YEAR							
2,022	8,579,998	2,149,019	534,740	318,891	373,495	1,191	11,957,334
2,023	6,010,633	1,422,978	625,114	126	608,912	100,000	8,767,763
2,024	4,405,966	1,496,645	170,265	115,115	-	-	6,187,991
Total	18,996,597	5,068,642	1,330,119	434,132	982,407	101,191	26,913,088

		Total Expenditure -3 Yr Trend
Year		
	2,022	11,957,334
	2,023	8,767,763
	2,024	6,187,991

Total Expenditure -3 Yr Trend

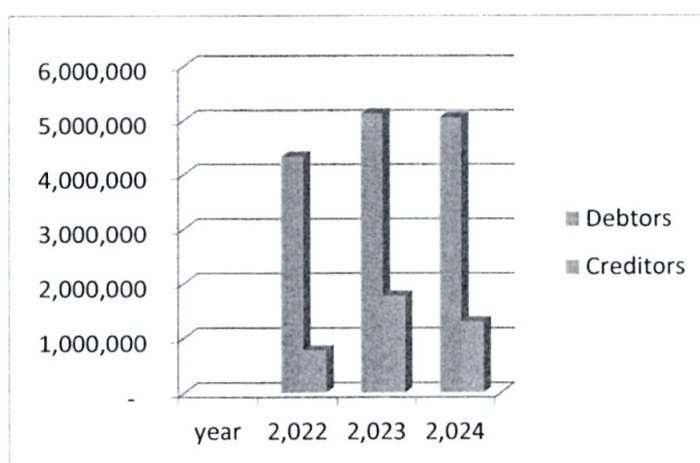


Annual Report and Financial Statements for the year ended 30th June 2024

- Movement of debtors and creditors of the school over the last three years

			School Fund	Operation	Tuition	dev fund	Infrastructue	gratuity	Yr Total
Year	2,022	Debtors	4,321,915	-	-				4,321,915
		Creditors	729,201	6,854	33,720	-	-	-	769,775
	2,023	Debtors	5,115,402	-	-	-	-	-	5,115,402
		Creditors	1,234,492	196,430	337,700	-	-	-	1,768,622
	2,024	Debtors	5,046,229	-	-	-	-	-	5,046,229
		Creditors	778,173	278,119	240,430	-	-	-	1,296,722
	Total	Debtors	14,483,546	-	-	-	-	-	14,483,546
		Creditors	2,741,866	481,403	611,850	-	-	-	3,835,119

	Debtors	Creditors
year		
2,022	4,321,915	769,775
2,023	5,115,402	1,768,622
2,024	5,046,229	1,296,722

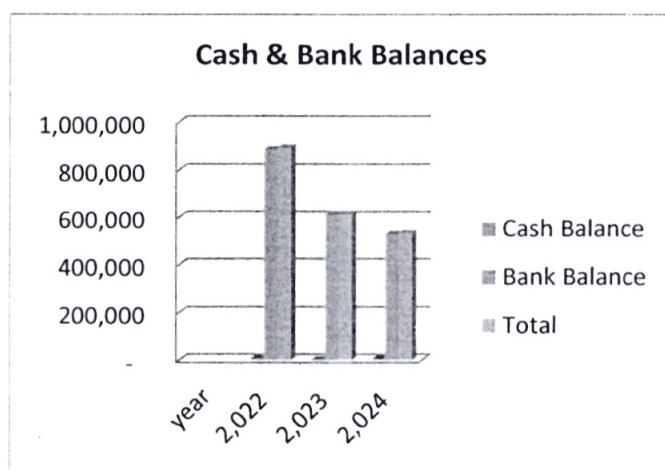


Annual Report and Financial Statements for the year ended 30th June 2024

- Movement of cash and bank balances of the school over the last three years

			School Fund	Operation	Tuition	dev fund	Infrastructue	gratuity	Yr Total
Year	2,022	Cash	6,700	245	-	-	-	-	6,945
		Bank	100,798	162,554	23,521	122,098	372,252	104,206	885,429
	2,023	Cash	2,260	245	-	-	-	-	2,505
		Bank	177,151	189,100	58,838	119,972	61,340	4,206	610,606
	2,024	Cash	5,335	525	-	-	-	-	5,860
		Bank	74,742	341,525	101,404	4,857	1,340	4,206	528,074
	Total	Cash	14,294	1,015	-	-	-	-	15,309
		Bank	352,691	693,179	183,762	246,927	434,932	112,618	2,024,109

	Cash Balance	Bank Balance	Total
year			
2,022	6,945	885,429	892,374
2,023	2,505	610,606	613,110
2,024	5,860	528,074	533,933



b) Teacher Student ratio:

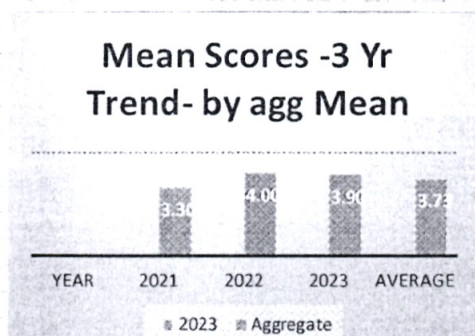
Ratio of students to Teachers	
Total enrolment	120
Total No of Teachers	11
Students : Teachers ratio	1:11

Teachers Turnover	
No of teachers recruited in the year	0
No of teachers transferred inwards in the year	0
No of teachers transferred outwards in the year	0
Net inflow of teachers	0

Teachers Employment	
No of teachers required by CBE	9
No of teachers employed by TSC	10
Shortage / Surplus No of teachers before BOM teachers	1
No of teachers employed by BOM	1
Surplus No of teachers	1

Annual Report and Financial Statements for the year ended 30th June 2024**c) The mean score in the 2021-2023 KCSE**

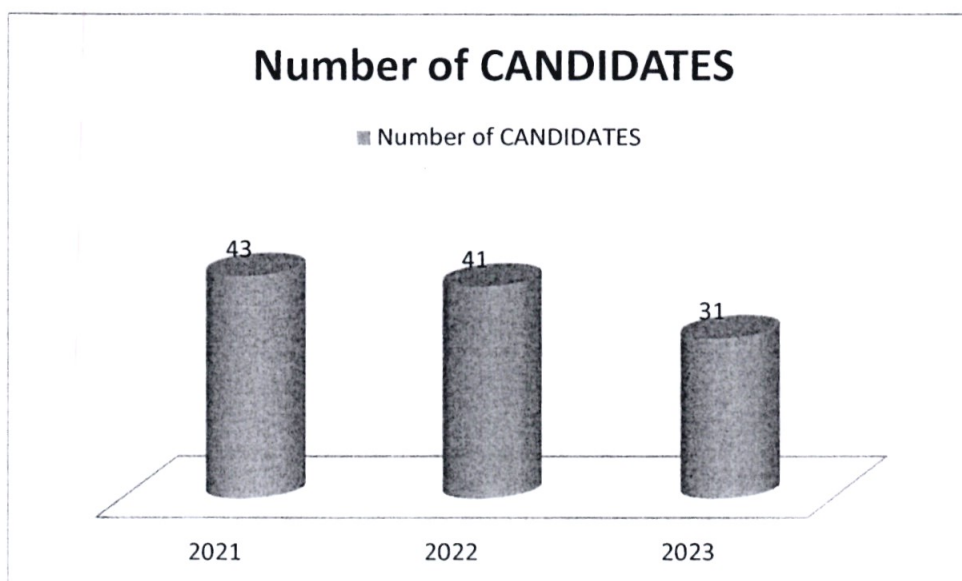
	Subject Means														
	MATH	ENG	KISW	BIO	Chem	Phy	GEO	HIST	CRE	Agric	Bstud	Comp	H/SC	French/GE	Aggregate
YEAR															
2021	3	4	6	3	3	5	6	6	5	4	4				3.30
2022	3	5	4	2	3	1	4	4	4	4	5				4.00
2023	2	4	6	3	2	3	3	4	5	3	3				3.90
Average	2.70	4.20	5.34	2.73	2.57	3.07	4.23	4.67	4.53	3.80	3.83				3.73



YEAR	No of Candidates	Comment
2021	43-0 to higher learning	-0.08
2022	41-3 to higher learning	+0.7213
2023	31-2 to higher learning	-0.17

d) Number of Candidates in the 2021 -2023KCSE:

Year	Number of CANDIDATES
2021	43
2022	41
2023	31



Annual Report and Financial Statements for the year ended 30th June 2024

e) The capacity of the school:

NO OF STREAMS

Teachers CBE

Required No of NTS

4	9	9

Capacity Analysis

Infrastructure TYPE	Unit of infrastructure measurement	Quantity of infrastructure required	Quantity of infrastructure available today	Infrastructure gap	Comments
Classrooms	Number	4	6	Shortage of classrooms equivalent to:	
				(2)	
				classroom(s)	
Laboratories	Number	2	2	Shortage of labortory facilities equivalent to:	
				-	
				Laboratories	
Toilet Doors	Number	12	12	Shortage of toilet facility equivalent to:	
				-	
				toilet doors	
Offices	Number	4	4	Shortage of office facilities equivalent to:	
				-	
				offices	
Dining Hall	Number of students well seated	120	120	Shortage of dining facilities equivalent to:	
				-	
				students not seated	
Library	Number of students well seated	120	-	Shortage of library facilities equivalent to:	
				(120)	

Annual Report and Financial Statements for the year ended 30th June 2024

				students not seated	
Dormitories	Number of Decker Beds well-spaced	120	120	Shortage of dormitory facilities equivalent to:	
				decker beds	
Staffroom	Number of teachers well seated	11	11	Shortage of staffroom space equivalent to:	
				teachers not seated	
Boardroom	Number of BOM members well seated	17	17	Shortage of boardroom space equivalent to:	
				BOM members not seated	
Textbooks	Average Students -to- Course books ratio	1	1	Shortage of textbooks equivalent to:	
				% of text books required	
Water	Adequacy	ADEQUATE		Occasional / frequent shortage of water attributed to?	
Electricity	Adequacy	ADEQUATE		Occasional / frequent shortage of power attributed to.....?	
Staff housing	No of staff properly housed	11	3	Shortage of staffhousing facilities equivalent to:	
				(8)	
				staff not housed	

Annual Report and Financial Statements for the year ended 30th June 2024

f) Development projects carried out by the school:

Projects	Source of funds	Status	Initial Cost (Kshs)	Amount Spent (Kshs)	Expected completion time

.....
School Principal

Annual Report and Financial Statements for the year ended 30th June 2024

4. Statement of School Management Responsibility

Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant accounting standards as prescribed by the Public Sector Accounting Standards Board (PSASB) of Kenya from time to time.

Schedule 4 (Section 23) of the Education Act, 2013 requires the Board of Management of a public institution of basic education to keep all proper books and records of accounts of the income, expenditure, and assets of the institution.

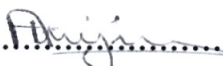
The Board of Management of *st clare girls secondary school* accepts responsibility for the school's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS).

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30th June, 2024, and of the school's financial position as at that date.

.....

Name:

Designation: Chairman, School Board of Management **Date:**

.....


Name: ANGELIA NJIRU

Designation: School Principal & Secretary to Board of Management **Date:** 15/4/2024

.....

Name:  PATRICIA MWANGI

Designation: Bursar/ Finance Officer **Date:** 15/4/2024

REPUBLIC OF KENYA

Telephone: +254-(20) 3214000
E-mail: info@oagkenya.go.ke
Website: www.oagkenya.go.ke



HEADQUARTERS
Anniversary Towers
Monrovia Street
P.O. Box 30084-00100
NAIROBI

REPORT OF THE AUDITOR-GENERAL ON ST. CLARE GIRLS SECONDARY SCHOOL FOR THE YEAR ENDED 30 JUNE, 2024 - EMBU COUNTY

PREAMBLE

I draw your attention to the contents of my report which is in three parts:

- A. Report on Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements;
- B. Report on Lawfulness and Effectiveness in the Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazette notices, circulars, guidelines and manuals and whether public resources are applied in a prudent, efficient, economic, transparent and accountable manner to ensure the Government achieves value for money and that such funds are applied for the intended purpose; and,
- C. Report on Effectiveness of Internal Controls, Risk Management and Governance which considers how the entity has instituted checks and balances to guide internal operations. This responds to the effectiveness of the governance structure, risk management environment and internal controls, developed and implemented by those charged with governance for orderly, efficient and effective operations of the entity.

A Qualified Opinion is issued when the Auditor-General concludes that, except for material misstatements noted, the financial statements are fairly presented in accordance with the applicable financial reporting framework. The Report on Financial Statements should be read together with the Report on Lawfulness and Effectiveness in the Use of Public Resources, and the Report on Effectiveness of Internal Controls, Risk Management and Governance.

The three parts of the report are aimed at addressing the statutory roles and responsibilities of the Auditor-General as provided by Article 229 of the Constitution, the Public Finance Management Act, 2012, and the Public Audit Act, 2015. The three parts of the report when read together constitute the report of the Auditor-General.

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of St. Clare Girls Secondary School set out on pages 1 to 25, which comprise of the statement of assets and liabilities as at

Report of the Auditor-General on St. Clare Girls Secondary School for the year ended 30 June, 2024 - Embu County

30 June, 2024, statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts, for the year then ended and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effect of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of St. Clares Girls Secondary School as at 30 June, 2024, and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012 and the Basic Education Act, 2013.

Basis for Qualified Opinion

1. Inaccuracies in the Financial Statements

During the audit, it was noted that the amounts in the financial statements differed from the supporting ledgers. This resulted in unreconciled variances as detailed below;

	Note	Amount as Per Financial Statements (Kshs)	Amount as Per Ledger (Kshs)	Unexplained Variance (Kshs)
School Fund	3	4,701,890	5,985,365	1,283,475
Payments for Tuition	5	170,265	267,070	96,805
Payments for Operations	6	1,496,645	1,422,557	74,088
School Fund	7	4,405,966	4,505,572	99,606

In the circumstances, the accuracy, completeness, fair presentation of the above balances included in the financial statements could not be confirmed.

2. Long Outstanding and Unsupported Accounts Receivables

The statement of assets and liabilities reflects accounts receivables balance of Kshs.5,046,229 in respect of fees arrears as disclosed in Note 11 to the financial statements. Included in the balance is accounts receivable balance of Kshs.3,884,444 which had been outstanding for more than three (3) years. However, there was no policy on the impairment of long outstanding fees arrears casting doubt on full recoverability of the accounts receivables balance. Further, the ageing analysis supporting the amount includes Kshs.346,983 arrears for the previous year and Kshs.3,884,444 was not supported by a schedule.

In the circumstances, the accuracy, existence and completeness of the receivables balance of Kshs.3,884,444 could not be confirmed.

3. Unsupported Accounts Payables

The statement of assets and liabilities reflects Accounts payables balance of Kshs.1,370,810 as disclosed in Note 12 to the financial statements. However, the supporting schedule amounted to Kshs.638,156 resulting in a variance of Kshs.732,654 which was not supported. Further, a balance of Kshs.638,156 which related to trade payables for the year were not supported by invoices and local purchase orders/local service orders.

In the circumstances, the accuracy, and completeness of accounts payables balance of Kshs.1,370,810 could not be confirmed.

The audit was conducted in accordance with the International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the St. Clare Girls Secondary School Management in accordance with ISSAI 130 on the Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

Key Audit Matters

Key audit matters are those matters that, in my professional judgment, are of most significance in the audit of the financial statements. Except for the effect of the matters described in the Basis for Qualified Opinion section, I have determined that there are no other key audit matters to communicate in my report.

Other Information

Management is responsible for the Other Information set out on page iii to xx which comprise of the Key School Information and Management, Summary of Report of Performance of the School and the Statement of School Management Responsibility. The Other Information does not include the financial statements and my audit report thereon.

In connection with my audit on the School's financial statements, my responsibility is to read the Other Information and in doing so, consider whether the Other Information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this Other Information and I am required to report that fact. I have nothing to report in this regard.

My opinion on the financial statements does not cover the Other Information and accordingly, I do not express an audit opinion or any form of assurance conclusion thereon.

REPORT ON LAWFULNESS AND EFFECTIVENESS IN THE USE OF PUBLIC RESOURCES

Conclusion

As required by Article 229(6) of the Constitution and based on the audit procedures performed, except for the matters described in the Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources section of my report, I confirm that, nothing else has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

Basis for Conclusion

1. Irregular Transfer of Funds to Kenya Secondary Schools Heads Association

The statement of receipts and payments reflects an amount, Kshs.1,496,645 and Kshs.4,405,966 relating to payments for operations and payments for boarding respectively as disclosed in Note 6 and Note 7 to the financial statements. Examination of payment vouchers revealed that the School transferred to Kenya Secondary School Heads Association (KESSHA) an amount of Kshs.440,040. However, KESSHA is a welfare organization that draws its membership from school principals only. The organization is not defined in Government funding system and there is no assurance that it has implemented effective, efficient and transparency financial management and internal control systems to manage the funds transferred by schools.

In the circumstances, value for money transferred to Kenya Secondary School Heads Association (KESSHA) amounting to Kshs.440,040 could not be confirmed.

2. Underfunding of Capitation Grants

The statement of receipts and payments reflects capitation grants for tuition and capitation grants for operations amount of Kshs.310,101 and Kshs.1,507,662 respectively as disclosed in Note 1 and Note 2 to the financial statements. During the financial year 2023/2024, NEMIS reported 121, while the records from the school records registers showed 133 students, resulting in an unexplained variance of twelve (12) students. As a result of the variances, the school was under funded by an amount of Kshs.106,857 using a rate of Kshs.8,904,72 per student.

In the circumstances, the under-funding of the school may have affected service delivery to the students.

3. Unconfirmed Students Enrolment Data

The statement of receipts and payments reflects capitation grants for tuition and capitation grants for operations amount of Kshs.310,101 and Kshs.1,507,662 respectively as disclosed in Note 1 and Note 2 to the financial statements. During the financial year 2023/2024, NEMIS reported 121, while the records from the School records registers showed 133 students, resulting in an unexplained variance of twelve (12) students.

This was contrary to the Ministry of Education Circular MOE.HQS/3/10/18 Vol.II/(33) dated 7 March, 2024 on Guidelines on Implementation of Free Day Secondary Education

(FDSE) which requires all learners be registered in NEMIS and the principals to ensure their records are accurate.

In the circumstances, under-funding of the school may have affected service delivery to the students.

4. Long Outstanding Accounts Payables

The statement of assets and liabilities reflects accounts payables balance of Kshs.1,370,810 as disclosed under Note 12 to the financial statements. However, included in this balance are trade payables balance of Kshs.570,906 and Kshs.87,660 which had been outstanding for more than one (1) year and three (3) years respectively. This poses a risk of loss of public funds through litigations, interests and penalties. This was contrary to Section 53(8) of the Public Procurement and Asset Disposal Act, 2015 which states that "an accounting officer shall not commence procurement proceedings until satisfied that sufficient funds to meet the obligations of the resulting contracts are reflected in the approved budget estimates".

In the circumstances, Management was in breach of the law.

5. Failure to Transfer Infrastructure Funds from Operations Bank Account

The statement of receipts and payments reflects the operations grants amount of Ksh.1,507,662 as disclosed in Note 2 to the financial statements from the Ministry of Education credited in the operations bank account. Included in the amount is Kshs.394,900 in respect of infrastructure grants which were to be transferred to infrastructure bank account for maintenance and improvement of the school's facilities. However, nothing was transferred to infrastructure account as at 30 June, 2024.

In the circumstances, Management was in breach of the Ministry guidelines.

6. Failure to Establish a Procurement Unit

The statement of receipts and payments reflects total payments amounts of Kshs.6,187,991. The school did not have an established procurement function managed by qualified procurement professional as required under Section 47(2) of the Public Procurement and Asset Disposal Act, 2015 and Regulation 33 of the Public Procurement and Asset Disposal Regulations, 2020. Procurement activities were undertaken by individuals lacking the requisite qualifications.

In the circumstances, Management was in breach of the law.

7. Weaknesses in Record Keeping

During the year, the School failed to maintain complete procurement records, including tender documents, tender advertisements, bid evaluation reports, correspondences with supplier, contract documents, payment certificates and contract performance monitoring reports. This was contrary to Section 68 of the Public Procurement and Asset Disposal Act, 2015 and limits audit trail and transparency.

Further, it was observed that the school maintains manual records and book of accounts and does not have a backup mechanism in the event of losses due to natural calamities.

In the circumstances, Management was in breach of the law.

8. Non-Compliance with the Public Sector Accounting Standards Board (PSASB) Reporting Template

Review of the revised financial statements revealed that the financial statements indicate “Transitional financial statements” instead of IPSAS Cash Basis. The financial statements have been prepared using the 2024/2025 prescribed template instead of 2023/2024 template i.e statement of financial performance is provided instead of statement of receipts and payments. Further, the numbering of Notes is inconsistent from Note 12 to Note 15. The statements were not signed by the Chairperson of the Board of Management. In addition, page numbering was inconsistent, after page number 24, the next page starts repeating numbered from 19 instead of continuing with page number 25.

In the circumstances, the financial statements as prepared and presented are not in compliance with IPSAS reporting framework as prescribed by PSASB.

The audit was conducted in accordance with ISSAI 3000 and ISSAI 4000. The standards requires that I comply with ethical requirements and plan and perform the audit to obtain assurance about whether the activities, financial transactions and information reflected in the financial statements comply in all material respects, with the authorities that govern them. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

REPORT ON EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the effect of the matters described in the Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance section of my report, I confirm that, nothing else has come to my attention to cause me to believe that internal controls, risk management and governance were not effective.

Basis for Conclusion

1. Non-Compliance with Minimum Number of Board Meetings

During the year under review, the School Board of Management had twenty-one (21) members serving under six (6) committees, namely, the Executive Committee, Academic Committee, Discipline, Human Rights and Student Welfare, Audit Committee, and Infrastructural Committee, in addition to the full board. During the year under review full board held only two meetings, while Infrastructure and Academic committees convened only once.

In the circumstances, the effectiveness of the governance mechanism at the school could not be confirmed.

2. Lack of an Internal Audit Review

During the year, the School had no internal audit review as required by Regulation 166 (1) and (2) of the Public Finance Management (National Government), Regulations, 2015 which requires, the internal audit unit of a National Government entity to assess its own effectiveness through an internal performance appraisal commenting on its effectiveness in the annual report to The National Treasury.

In the circumstances, Management was in breach of the law.

3. Late Submission of Financial Statements

The financial statements for the year under review were submitted to the Office of the Auditor-General on 2 March, 2026, instead of the statutory deadline of 30 September, 2024. This was contrary to Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

In the circumstances, the existence of an effective oversight mechanisms could not be confirmed.

4. Lack of Asset Ownership Documents

Annex 2 to the financial statements reflects summary of fixed assets register balance of Kshs.46,528,367. Included in the amount is Kshs.14,720,000 for land which had not been valued. Further, the original land title deed is not under the custody of the school as it is registered under the name of the Church by the name "Kangeta Catholic Mission". hence, the school cannot claim ownership of the parcel of land.

In the circumstances, the effectiveness of the asset management system could not be confirmed.

5. Poor Management of Textbooks

Physical verification revealed that textbook storage facilities were inadequate resulting in the school storing textbooks in unsafe places such as floor and in a disorganized manner. Management exposes the textbooks to damages in the event of heavy down pour or water spillage during the cleaning session. It was explained by the school management that inadequate storage facilities were attributed to lack of funding. Further, records of the issuance of textbooks to students were not available for audit verification.

In the circumstances, value for money for the test books and the effectiveness of the asset management system could not be confirmed.

The audit was conducted in accordance with ISSAI 2315 and ISSAI 2330. The standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal controls, risk Management and overall governance were operating effectively in all material respects. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

Responsibilities of Management and those Charged with Governance

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Cash Basis) and for maintaining effective internal controls as Management determines is

necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal controls, risk management and governance.

In preparing the financial statements, Management is responsible for assessing the School's ability to continue to sustain its services, disclosing, as applicable, matters related to sustainability of services unless Management is aware of the intention to cease operations.

Management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 47 of the Public Audit Act, 2015.

In addition to the responsibility for the preparation and presentation of the financial statements described above, Management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements comply with the authorities which govern them and that public resources are applied in an effective way.

Those charged with governance are responsible for overseeing the School's financial reporting process, reviewing the effectiveness of how Management monitors compliance with relevant legislative and regulatory requirements, ensuring that effective processes and systems are in place to address key roles and responsibilities in relation to governance and risk management, and ensuring the adequacy and effectiveness of the control environment.

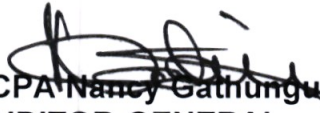
Auditor-General's Responsibilities for the Audit

My responsibility is to conduct an audit of the financial statements in accordance with Article 229(4) of the Constitution, Section 35 of the Public Audit Act, 2015 and the International Standards of Supreme Audit Institutions (ISSAIs). The standards require that, in conducting the audit, I obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error and to issue an auditor's report that includes my opinion in accordance with Section 48 of the Public Audit Act, 2015. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISSAIs 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.

In conducting the audit, Article 229(6) of the Constitution also requires that I express a conclusion on whether or not in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities that govern them and that public resources are applied in an effective way. In addition, I consider the entity's control environment in order to give an assurance on the effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015.

Further, I am required to submit the audit report in accordance with Article 229(7) of the Constitution.

Detailed description of my responsibilities for the audit is located at the Office of the Auditor-General's website at: <https://www.oagkenya.go.ke/auditor-generals-responsibilities-for-audit/>. This description forms part of my auditor's report.


FCPA ~~Nancy Gathungu~~ CBS
AUDITOR-GENERAL

Nairobi

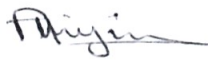
28 May, 2026

Annual Report and Financial Statements for the year ended 30th June 20246. Statement of Financial Performance for the Year Ended 30th June 2024

DESCRIPTION OF VOTE HEAD		Note	2023-2024	2022-2023
			Kshs	Kshs
RECEIPTS				
Capitation grants for	Tuition	1	310,101	356,450
Capitation grants for	Operation	2	1,507,662	1,259,247
Parents' Contributions income In	School Fund	3	4,701,890	6,289,241
Income- Other receipts	School Fund	4	-	-
Income in	Infrastructure	4a	-	298,000
Income in	dev fund	4b	-	-
Income in	gratuity	4c	-	-
Proceeds from borrowings			-	-
TOTAL RECEIPTS			6,519,653	8,202,939
PAYMENTS				
Payments for	Tuition	5	170,265	625,114
Payments for	Operation	6	1,496,645	1,422,978
Boarding and/or Lunch - Payments	School Fund	7	4,405,966	6,010,633
Expenses in	Infrastructure	7a	-	608,912
Expenses in	dev fund	7b	115,115	126
Expenses in	gratuity	7c	-	100,000
TOTAL PAYMENTS			6,187,991	8,767,763
DEFICIT/SURPLUS			331,662	(564,824)

The school financial statements were approved on _____ 20 and signed by:

Name:

Name: 
ANSELIA NJIRU
 School Principal/ Secretary to
 BOM

Name: 
PATRICK NJIRU
 Bursar/ Finance Officer

Date:

Date: 15/4/2026

Date: 15/4/2026

Annual Report and Financial Statements for the year ended 30th June 20247. Statement of Assets and Liabilities As At 30th June 2024

	Note	2023-2024	2022-2023
		Kshs	Kshs
FINANCIAL ASSETS			
Cash and Cash Equivalents			
Bank Balances	8	528,074	610,606
Cash Balances	9	5,860	2,505
Short term Investment	10	-	-
Total Cash and cash equivalent		<u>533,933</u>	<u>613,110</u>
Account's receivables	11	5,046,229	5,115,402
TOTAL FINANCIAL ASSETS		<u>5,580,162</u>	<u>5,728,512</u>
FINANCIAL LIABILITIES			
Accounts Payables	12	1,370,810	1,850,822
NET FINANCIAL ASSETS		<u>4,209,352</u>	<u>3,877,690</u>
REPRESENTED BY			
Accumulated Fund b/fwd	13	3,877,690	4,442,514
Surplus/Deficit for the year		331,662	(564,824)
NET FINANCIAL POSITION		<u>4,209,352</u>	<u>3,877,690</u>

The school's financial statements were approved on _____ 20 and signed by:

Name:

Name: *Angela Njiru*

Name: *Princess Muthithi*

School Principal/ Secretary to

Chair BOM

BOM

Bursar/ Finance Officer

Date:

Date: *15/4/2026*

Date: *15/4/2026*

Annual Report and Financial Statements for the year ended 30th June 20248. Statement of Cash Flows for the Year Ended 30th June 2024

			2023-2024	2022-2023
		Note	Kshs	Kshs
Receipts for operating income				
Capitation grants for	Tuition		310,101	356,450
Capitation grants for	Operation		1,507,662	1,259,247
Income- Parents contributions/ fees	School Fund		4,688,863	5,440,638
Income- other receipts	School Fund		-	-
Receipts	Infrastructue		-	298,000
Receipts	dev fund		-	-
Receipts	gratuity		-	-
Total receipts			6,506,626	7,354,336
Payments				
Payments for	Tuition		267,535	321,134
Payments for	Operation		1,414,956	1,233,402
Boarding and/or Lunch payments in	School Fund		4,788,197	5,368,026
Payments in	Infrastructue			
Payments in	dev fund		115,115	126
Total payments			6,585,803	6,922,688
Net cash flow from operating activities			(79,177)	431,648
CASHFLOW FROM INVESTING ACTIVITIES				
Acquisition of Assets			-	(708,912)
Proceeds from investments			-	-
Purchase of investments			-	-

Annual Report and Financial Statements for the year ended 30th June 2024

Net cash flows from Investing Activities			-	(708,912)
CASHFLOW FROM BORROWING ACTIVITIES				
Net cash flow from financing activities			-	-
NET INCREASE IN CASH AND CASH EQUIVALENTS			(79,177)	(277,264)
Cash and cash equivalents at BEGINNING of the year			613,112	890,374
Cash and cash equivalent at END of the year			533,935	613,110

The school's financial statements were approved on _____ 20 and signed by:

.....
Name:

Chair BOM

Date:

.....
Name: ANSELIA NJIRU
School Principal/ Secretary to BOM

Date: 15/4/2026

.....
Name: PATRICK MUKITHI
Bursar/ Finance Officer

Date: 15/4/2026

Annual Report and Financial Statements For the year ended 30th June 20249. Statement of Budgeted Versus Actual Amounts for The Year Ended 30th June 2024

				Actual on Comparable Basis		
			Final		Budget Utilization	
Receipt/expenses Item	Original Budget	Adjustments	Budget		Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
RECEIPTS						
<i>(1) CAPITATION GRANT ON TUITION INCOME</i>						
TEACHING & LEARNING MATERIALS	320,000		320,000	310,101	9,899	97
<i>Total CAPITATION GRANT ON TUITION INCOME</i>	320,000	-	320,000	310,101	9,899	97
<i>(2) CAPITATION GRANT ON OPERATIONS INCOME</i>						
RMI	500,000		500,000	490,900	9,100	98
ADMIN COSTS	100,000		100,000	94,273	5,727	94
LTT	60,000		60,000	55,287	4,713	92

ST CLARES GIRLS SECONDARY SCHOOL

Annual Report and Financial Statements For the year ended 30th June 2024

EWC	100,000		100,000	94,273	5,727	94
P.E	600,000		600,000	568,955	31,045	95
activity	80,000		80,000	100,399	(1,118)	91
medical	26,500		26,500	103,575	(100)	91
Total CAPITATION GRANT ON OPERATIONS INCOME	1,466,500	-	1,466,500	1,507,662	41162	97
(3) FEES CHARGED ON PARENTS INCOME						
LUNCH/BOARDING	2,900,000		2,900,000	2,781,835	118,165	96
ADMIN COSTS	200,000		200,000	197,550	2,450	99
PE	500,000		500,000	490,250	9,750	98
LTT	200,000		200,000	184,520	15,480	92
EWC	400,000		400,000	393,250	6,750	98
RMI	200,000		200,000	198,400	1,600	99
ACTIVITY	25,000		25,000	24,850	150	99
PTA	115,000		115,000	115,000	0	100
FARM	80,000		80,000	80,235	(235)	100
RENT						
BURSARY						
DEVELOPMENT FUND	240,000		240,000	236,000	4,000	98

Annual Report and Financial Statements For the year ended 30th June 2024

<i>(3) FEES CHARGED ON PARENTS INCOME</i>	4,860,000	-	4,860,000	4,701,890	158,110	97
School Fund -OTHER INCOME						
School Fund -OTHER INCOME	-	-	-	-	-	-
INFRASTRUCTURE INCOME						
RMI						
BANK CHARGES						
Total INFRASTRUCTURE INCOME						
FARM INCOME						
Total Farm Income	-	-	-	-	-	-
CDF INCOME						
Total CDF INCOME	-	-	-	-	-	-
TOTAL INCOME	6,646,500	-	6,646,500	6,519,653	126,847	
<i>(1) EXPENDITURE FOR TUITION</i>						
TEACHING & LEARNING MATERIALS	17,000		17,000	16,865	135	99
BANK CHARGES						
LAB EQUIPMENTS	155,000		155,000	153,400	1,600	99

ST CLARES GIRLS SECONDARY SCHOOL

Annual Report and Financial Statements For the year ended 30th June 2024

EXERCISE BOOKS						
Internal exams						
Total EXPENDITURE FOR TUITION	172,000	-	172,000	170,265	1,735	101
(2) EXPENDITURE FOR OPERATIONS						
ADMIN COSTS	450,000		450,000	416,392	33,608	93
LTT	190,000		190,000	179,450	10,550	94
EWC	140,000		140,000	136,912	3,088	98
BANK CHARGES						
P.E	700,000		700,000	660,291	39,709	94
Activity	98,000		98,000	97,850	150	100
Rmi	6,000		6,000	5,750		96
TOTAL EXPENDITURE FOR OPERATIONS	1,584,000	-	1,584,000	1,496,645	87,355	95
(3) EXPENDITURE FOR SCHOOL FUND						
LUNCH/BOARDING	2,550,000		2,550,000	2,547,796	2,204	100
ADMIN COSTS	400,000		400,000	385,456	14,544	96
BANK CHARGES						
PE	700,000		700,000	709,797	(9,797)	101
LTT	255,000		255,000	256,190	(1,190)	100

Annual Report and Financial Statements For the year ended 30th June 2024

EWC	220,000		220,000	218,507	1,493	99
RMI	16,000		16,000	15,780	220	99
ACTIVITY	210,000		210,000	208,540	1,460	99
PTA						
FARM	64,000		64,000	63,900	100	100
BURSARY						
DEVELOPMENT FUND						
TOTAL School fund Payments	4,415,000	-	4,415,000	4,405,966	9,034	100
DEV PAYMENTS						
RMI	115,000		115,000	115,000	0	100
BANK CHARGES	115		115	115	0	100
TOTAL INFRASTRUCTURE PAYMENTS	115,115		115,115	115,115	0	100
FARM PAYMENTS						
TOTAL FARM PAYMENTS	-	-	-	-	-	-
GRATUITY PAYMENTS						
total CDF PAYMENTS	-	-	-	-	-	-
GRAND TOTAL PAYMENTS	6,286,115	-	6,286,115	6,187,991	98,124	101

10. Significant Accounting Policies

The principal accounting policies adopted in the preparation of these financial statements are set out below:

1. Statement of compliance and basis of preparation

Statement of Compliance

The financial statements have been prepared in accordance with the PFM Act and International Public Sector Accounting Standards (IPSAS). The entity has taken advantage of the transitional provisions under IPSAS 33, and therefore, these first/second/third/year financial statements are transitional financial statements.

Basis of Preparation

These financial statements have been prepared on a going concern basis and the accounting policies have been applied consistently throughout the period on an accrual basis unless otherwise specified (for example, statement of cash flow). Under an accrual basis, revenues are recognized when rights to assets are earned or levied rather than when cash is received, and expenses are recognized when obligations are incurred rather than when they are settled. The financial statements have been prepared and presented in Kenya Shillings to the nearest shilling. The accounting policies adopted have been consistently applied to all the years presented.

2. Recognition of revenue and expenditure

The school recognizes all revenue from various sources when earned and all expenses when incurred.

The capitation grants include recurrent and development grants. Recurrent capitation is recognised in the statement of financial performance while development grants are recognised in the statement of financial position after meeting the revenue recognition criteria. The conditional grants will be recognised as revenue upon fulfilment of the set conditions.

3. In-kind contributions

In-kind contributions are donations that are made to the *school* in the form of actual goods and/or services rather than in money or cash terms. These donations may include vehicles, equipment, or personnel services. Where the financial value received for in-kind contributions can be reliably determined, the *school* includes such value in the statement of financial performance both as revenue and as expenditure in equal and opposite amounts; otherwise, the contribution is not recorded.

Annual Report and Financial Statements for the year ended 30th June 2024

4. Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and cash at bank, short-term deposits on call, and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value. Bank account balances include amounts held at various financial institutions at the end of the financial year.

5. Accounts Receivable

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. Accounts receivables also include school fees billed to parents for services rendered but not paid. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

6. Accounts Payable

For the purposes of these financial statements, deposits, and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending the fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. Payables also include expenditures incurred for the purchase of goods, works and services that have been rendered and not settled. This is an enhancement to the cash accounting policy adopted for public secondary schools. Other liabilities are disclosed in the financial statements.

7. Non-current assets

Non-current assets are expensed at the time of acquisition while disposal proceeds are recognized as receipts at the time of disposal. However, the acquisitions and disposals are reflected in the school fixed asset register a summary of which is provided as a memorandum to these financial statements.

8. Budget

The budget is developed on the same accounting basis (cash basis), the same accounts classification basis, and for the same period as the financial statements. The *school's* budget was approved by the School Board of Management. A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.

9. Comparative figures

Where necessary, comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.

10. Subsequent events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2024.

Annual Report and Financial Statements for the year ended 30th June 2024

11. Notes To the Financial Statements

1 Government Grants for Tuition

	2023-2024	2022-2023
	Kshs	Kshs
TEACHING & LEARNING MATERIALS	310,101	356,450
BANK CHARGES	-	-
LAB EQUIPMENTS	-	-
EXERCISE BOOKS	-	-
INTERNAL EXAMS	-	-
Total	310,101	356,450

2 Government Grants for Operations

	2023-2024	2022-2023
	Kshs	Kshs
RMI	490,900	219,000
OTHER VOTEHEADS	-	-
ADMIN COSTS	94,273	105,660
ACTIVITY	100,399	81,118
LTT	55,287	74,699
EWC	94,273	105,660
BANK CHARGES	-	-
P.E	568,955	646,512
MEDICAL	103,575	26,600
Total	1,507,662	1,259,247

Annual Report and Financial Statements for the year ended 30th June 2024

3 School Fund Income - Parents Contribution/Fees

	2023-2024	2022-2023
	Kshs	Kshs
LUNCH/BOARDING	2,781,835	3,839,916
ADMIN COSTS	197,550	262,300
PE	490,250	744,880
LTT	184,520	283,850
EWC	393,250	581,550
RMI	198,400	294,600
ACTIVITY	24,850	30,500
PTA	115,000	-
FARM	80,235	21,645
RENT	-	2,000
DEVELOPMENT FUND	236,000	228,000
Sub-Total	4,701,890	6,289,241

4 Miscellaneous Incomes

	2023-2024	2022-2023
	Kshs	Kshs

Annual Report and Financial Statements for the year ended 30th June 2024

4a. Infrastructure

		2022-2023
	Kshs	Kshs

4b. dev fund

	2023-2024	2022-2023
	Kshs	Kshs

4c. gratuity

	2023-2024	2022-2023
	Kshs	Kshs

Annual Report and Financial Statements for the year ended 30th June 2024**5 Tuition Payments**

	2023-2024	2022-2023
	Kshs	Kshs
TEACHING & LEARNING MATERIALS	16,865	52,764
BANK CHARGES	-	120
LAB EQUIPMENTS	153,400	217,570
EXERCISE BOOKS	-	322,560
INTERNAL EXAMS	-	32,100
Total	170,265	625,114

6 Operations payments

	2023-2024	2022-2023
	Kshs	Kshs
RMI	5,750	50,000
OTHER VOTEHEADS	-	-
ADMIN COSTS	416,392	71,713
ACTIVITY	97,850	229,283
LTT	179,450	353,500
EWC	136,912	198,095
BANK CHARGES	-	120
P.E	660,291	520,267
TOTAL	1,496,645	1,422,978

Annual Report and Financial Statements for the year ended 30th June 2024

7 Boarding and School Fund

	2023-2024	2022-2023
	Kshs	Kshs
LUNCH/BOARDING	2,547,796	3,361,392
ADMIN COSTS	385,456	560,015
PE	709,797	818,581
LTT	256,190	772,410
EWC	218,507	146,934
RMI	15,780	88,815
ACTIVITY	208,540	205,246
FARM	63,900	51,240
BURSARY	-	6,000
TOTAL	4,405,966	6,010,633

7a.

Infrastructure		2022-2023
	Kshs	Kshs

Annual Report and Financial Statements for the year ended 30th June 2024

7b.

	2023-2024	2022-2023
dev fund		
	Kshs	Kshs
RMI	115,000	
BANK CHARGES	115	
	115,115	

7c.

gratuity	2023-2024	2022-2023
	Kshs	Kshs

Annual Report and Financial Statements for the year ended 30th June 2024

8 Bank Accounts

Name of Bank, Account No. & currency	Account Name	Bank Account Number	2023-2024	2022-2023
			Kshs	Kshs
.....KCB.....Bank	Tuition		101,404	58,838
.....KCB.....Bank	Operation		341,525	189,100
.....KCB.....Bank	School Fund		74,742	177,151
.....KCB.....Bank	Infrastructure		1,340	61,340
.....KCB.....Bank	dev fund		4,857	119,972
.....KCB.....Bank	gratuity		4,206	4,206
.....KCB.....Bank	gratuity		-	-
Total Bank Balances			528,074	610,606

9 Cash In Hand

Description	2023-2024	2022-2023
	Kshs	Kshs
Notes and Coins	5860	2,505
Total	5,860	2,505

10 Short Term Investments

Description	2023-2024	2022-2023
	Kshs	Kshs
Cooperative Shares		
Treasury Bills		
Fixed Deposit accounts		
Other Investments		
Total		

Annual Report and Financial Statements for the year ended 30th June 2024

11 Accounts Receivable

Description	2023-2024	2022-2023
	Kshs	Kshs
Fees Arrears	5,046,229	5,115,402
Other Non-Fees Receivables	-	
Salary Advances (list/schedule attached)	-	
Imprest (list/schedule attached)		
Rent arrears (list/schedule attached)		
Total		5,115,402
	5,046,229	

13 b) Ageing Analysis of Accounts Receivable

Description	2023-2024		2022-2023	
	Kshs		Kshs	
	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	814,802	16%	1,230,958	2.4%
Between 1- 2 years	346,983	6.8%	341,522	6.7%
Between 2-3 years				
Over 3 years	3,884,444	77.2%	3,542,922	90.9%
Total	5,046,229	100%	5,115,402	100%

Annual Report and Financial Statements for the year ended 30th June 2024

14 Accounts Payable

Description	2023-2024	2022-2023
	Kshs	Kshs
Trade Creditors (See Ageing Below and Appendix 1)	1,296,722	1,768,622
Prepaid Fees	74,088	82,200
Retention Monies		
Unpaid salaries and statutory deductions		
Caution money		
Other payables		
Total	1,370,810	1,850,822

14a. Ageing Analysis of Accounts Payable

Description	2023-2024		2022-2023	
	Kshs		Kshs	
	Current FY	% of the total	Comparative FY	% of the total
Less than 1 year	712,244	60%	1,763,162	95.2%
Between 1- 2 years	570,906	33.6 %		0 %
Between 2-3 years		6.4%		%
Over 3 years	87,660	%	87,660	4.8%
Total	1,370,810	100%	1,850,822	100%

Annual Report and Financial Statements for the year ended 30th June 2024**15 Fund Balance Brought Forward**

Description	2023-2024	2022-2023
	Kshs	Kshs
Bank balances	610,607	883,430
Cash balances	2,505	6,945
Short Term Investments	-	-
Receivables	5,115,402	4,321,915
Payables	(1,850,822)	(769,775)
Total	3,877,692	4,442,514

Annual Report and Financial Statements for the year ended 30th June 2024**Other important disclosure notes**

IPSAS Cash Standard encourages an entity to disclose accrual-related information in relation to an entity's assets and liabilities. The notes outlined below are disclosure notes in relation to the school's non-financial assets and liabilities.

16 Non-current Liabilities Summary

Description	2023-2024	2022-2023
	Kshs	Kshs
Bank loan(s)		
Outstanding Leases		
Hire purchase		
Gratuity and leave provision		
Total		

17 Biological assets

Description	Numbers	2023-2024	2022-2023
		Kshs	Kshs
Cattle	5	250,000	350,000
Goats	22	150,000	140,000
Trees	310	580,000	550,000
Coffee or tea plantation			
Poultry			
Total		980,000	1,040,000

18 Borrowings

Description	2023-2024	2022-2023
Borrowings at beginning of the year		
Borrowings during the year		
Repayments during the year		
Balance at the end of the year		

Other important disclosure notes

19 Stock/ Inventory

Description	2023-2024	2022-2023
	Kshs	Kshs
Food stuffs		235,865
Lab consumables		180,901
Farm produce		
Medication		
Construction Materials		
TOTAL	299,523	416,766

20 Progress On Follow Up of Auditor Recommendations

The following is the summary of issues raised by the external auditor, and management comments that were provided to the auditor.

Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)

Sign and
Date

12. Annex I - Analysis of Pending Accounts Payable

				Outstanding Balance	Outstanding Balance	Comments
Supplier of Goods or Services	Original Amount	Date Contracted	Amount paid To-Date	2023-2024	2022-2023	
	Kshs	Kshs	Kshs	Kshs	Kshs	
Supply of goods						
mafuko industries	19,450	3/6/2024		19,450	18,500	
Nicholas mbogo	41,200	3/3/2024		41,200	31,200	
daniel njuguna	66,560	6/30/2024		66,560	51,810	
Christopher nyaga	160,000	5/5/2024		160,000		
Antony Nyaga	1,750	6/5/2024		1,750		
Stemur agencies					222,560	
Jesma publishers					3,900	
Irven Irwin kenya						
Airpack industries	347,146	3/3/2023		347,146	347,146	
Virginia waitherero	3,675	3/03/24		3,675	3,150	
Eric Kamegeni						
Neo industrial Ent.	240,000	02/12/2023		240,000	240,000	
Mwangaanza precise	12,000	30.5.2024		12,000	16,200	
Rikjanta Ent.					300,000	
Panel computer systems	36,500	5.5.2024		36,500	76,800	
Bititec systems	63,480	2,2.2024		63,480	150,000	
Roshen lab	93,550	3/11/2023		93,550	71,320	
Cyber schooltechsolutions	30004	30.5.2020	20.	30,004	30,004	

ST CLARE GIRLS SECONDARY SCHOOL

Annual Report and Financial Statements for the year ended 30th June 2024

Water leaders k. ltd	115,504		20.2.2021	115,504	139,676	
Sub-Total	1,230,819			1,702,446	1,702,446	
Supply of services						
kplc	21,906	15/06/2024		21,906	28,805	
Employees	118,085	30/06/2024		118,085	119,571	
fire Marshalls						
Sub-Total	139,991			139,991	148,376	
Grand Total	1,370,810			1,370,810	1,850,822	

Annex 2 – Summary of Fixed Assets Register

Asset class	Historical Cost b/f	Additions during the year to June 2024	Disposals during the year to June 2024	Historical Cost c/f
	(Kshs)	(Kshs)	(Kshs)	(Kshs)
	1 st JUL 2024			30 th June 2024
Land 1	14720000			14720000
Land 2	0			0
Buildings and structures	26800000			26800000
Motor vehicles	0			0
Office equipment, furniture and fittings	17128912	120,000		1,832,912
ICT Equipment, and Other ICT Assets	1031800			1031800
Tools and apparatus	75850			75850
Textbooks	111730			111730
Other Machinery and Equipment	1408075			1408075
Heritage and cultural assets	0			0
Intangible assets- soft ware	261000			261000
Total	46408367	120,000		46528,367

ST CLARE GIRLS SECONDARY SCHOOL

Annual Report and Financial Statements for the year ended 30th June 2024