



# PSFA Chair's Annual Report

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*The Ecclesbourne School PSFA Academic Year: 2024–2025*

## 1. Welcome and Introduction

On behalf of the Parents, Staff, and Friends Association (PSFA), I am pleased to present the Annual Report for the academic year 2024–2025. This document summarises our activities, accomplishments, and key developments. I extend my sincere appreciation to all committee members and volunteers for their unwavering dedication and commitment throughout the year.

## 2. Executive Summary

A review of the previous year's report highlights considerable progress on objectives set by the outgoing Chair in 2023/24. Several initiatives have been completed or expanded. Notably, Sixth Form representation has been incorporated into new School Council PSFA roles, increasing student engagement. The newly launched ParentPay Donation Scheme is now operational and the appointment of a dedicated member to oversee bids feedback and social media publicity has enhanced our communication and transparency. Some actions, such as mailing list review and the pursuit of a text messaging service, were addressed through alternative means or deemed unnecessary.

Certain suggested new roles, including those to undertake Easy Fundraising promotion and School newsletter compilation, have not yet been established but remain under consideration for the upcoming year. Community events and deeper engagement with local schools are ongoing areas of focus. PSFA visibility has increased through Year 7 welcome packs and contributions to the School Newsletter. All committee roles, including key trustee and cheque signatory positions, are now filled, supporting improved organisational effectiveness.

### Acknowledgement of Outgoing Officers

We formally acknowledge the outgoing Chair and Treasurer for their significant contributions and years of dedicated service to the PSFA and The Ecclesbourne School.

### Committee Appointments and Structure

The academic year began with the induction of several new committee members. Key posts—including Chair, Vice Chair, Secretary, and Treasurer—were filled. The Publicity and Communications Officer continued in post, with an expanded remit for broad community engagement. The newly appointed committee undertook a thorough review of PSFA operations and duties to ensure optimal support for the association's charitable mission of enhancing the



Ecclesbourne student experience. In alignment with these objectives, the charitable aims were re-examined and a revised constitution was formally adopted.

### 3. Events and Fundraising

During the 2024–2025 academic year, the PSFA implemented a diverse program of events that effectively engaged parents, students and the broader community. Volunteer-led licensed bars supported numerous school creative arts productions, while two well organised Quiz and Chips evenings and two well-organised pre-loved uniform sales were delivered, all of which made a healthy profit. The PSFA maintained a visible presence at all parents' evenings across every year group to maximise engagement throughout the school. Promoting Easy Fundraising remained a strategic focus, and this priority will continue into the upcoming academic year.

The recruitment of new members strengthened the volunteer network and enhanced our sustainability. The introduction of WhatsApp communications has broadened our reach to parents, increasing volunteer participation at both School and PSFA functions.

The ParentPay donation platform was implemented with excellent results, allowing parents to support the PSFA even if they were unable to attend events. The bids process was refined to better reflect school priorities and streamline applications for staff. Feedback from School staff on funded items has been valuable for both fundraising and publicity, with ongoing improvements planned for the coming year.

### 4. Community and School Engagement

The PSFA Publicity and Communications Officer has strategically enhanced the association's presence throughout the academic year, cultivating stronger relationships across the wider community. This proactive approach has deepened partnerships with groups such as the Duffield Community Association and other local stakeholders. Leveraging the Facebook platform, the PSFA has successfully promoted its charitable work, publicised events, shared updates, and raised awareness of ongoing fundraising initiatives.

Engagement with the School Council has increased significantly, led by the Vice Chair, who has fostered closer ties and organised a series of productive meetings in conjunction with the School. The introduction of three new student positions on the School Council to support PSFA activities has been a particular highlight. These students have played an instrumental role in fundraising, assisting with school productions, and organising end-of-term events.

Communications have been streamlined through the active use of social media, increasing outreach and engagement. The PSFA also facilitated parent involvement at Year 5/6 open



evenings and introduced a comprehensive admissions pack detailing the association's activities and opportunities for participation.

## 5. Financial Overview

The PSFA's finances remain healthy, with impressive funds raised over the course of the year. PSFA raised funds have supported the purchase of new equipment and additional educational resources to enhance student activities. Contributions from the Easy Fundraising initiative have further boosted our resources. For a detailed breakdown, please refer to the Treasurer's report from the main accounts.

## 6. Committee and Governance

During the year, committee membership evolved, with new members welcomed and departing members thanked for their service. Trustee responsibilities were reviewed and updated, and the charity's constitution was refreshed to ensure compliance, alongside the implementation of an updated GDPR policy.

## 7. Strategic Outlook

Looking forward, the PSFA is poised to advance several strategic initiatives designed to maximise the impact across the school community. Our focus will be on deepening volunteer engagement and identifying innovative approaches to fundraising. Through purposeful collaboration with key community partners and a commitment to continuous improvement, we aim to amplify our influence and deliver greater value to The Ecclesbourne School. In partnership with school leadership, we will clarify our long-term strategic objectives, align PSFA funding with evolving priorities, and establish robust plans to guide our efforts into the upcoming academic year. Events already planned include:

- Autumn Ball
- Quiz and Chips events
- Greater involvement with Duffield Community Association (including a stall at the local fireworks event)
- Expanded engagement with feeder schools for joint ventures



## 8. Acknowledgements

On behalf of the committee, I extend heartfelt thanks to all outgoing members for their invaluable contributions. Special appreciation goes to key supporters and the wider school community. Together, we have achieved meaningful progress for The Ecclesbourne School.



PSFA Treasurer's Report 2024-2025

# Thank you

The generosity of parents, carers, staff, students, volunteers together with the local community who support the PSFA fundraising events, has enabled us to donate an incredible

# £14431.24

to The Ecclesbourne School in the last 12 months to enhance the education of pupils at the school

## PSFA Treasurer's Report 01.08.24 - 31.07.25

Opening balance at 01.08.24	£7955.19
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**Made up as below:**

Bank current account	£7,417.29
Bank project account	£0.01
Cash	£202.00
Bar Stock	£335.89

Income for period 01.08.24-31.07.25	£30,891.48
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**Made up as below:**

Bar Sales	£8,059.02 (inc doughnut and sweet sales)
Ticket Sales	£12,178.82 (Quiz £3,945.00, Shottle Hall Ball £8233.82)
Raffle Sales	£3,266.28
Donations (ParentPay, DCA, Easyfundraising)	£3,969.98
Preloved/Non-Uniform Day	£3,285.58
Miscellaneous	£131.80

Expenditure for period 01.08.24-31.07.25	£19,676.12
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**Made up as below:**

Event Costs	£4,385.65
Raffle Prizes	£638.31
Subscriptions & Fees	£220.92
Bids Paid	£14,431.24

Closing Balances at 31.07.25	£18,390.24
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**Made up as below:**

Bank current account	£10,177.81
Project Account (Shottle Hall)	£7,727.30 (payment to Shottle Hall £4,517.00 made 19 <sup>th</sup> Sept 2025)
Cash float	£150.00

Bar Stock

£335.13

The Ecclesbourne School  
Parents Staff and Friends Association

**Analysis of Receipts and Costs for the year ending  
31/07/2025**

Event	Receipts	Costs	Profit/ Cost to PSFA	23/34 figs for comparis on	% change
Donations & Misc. Income (ParentPay)	£3,304.92	-	£3,304.92	£3,976.09	-16.9%
Autumn Quiz & Chips	£4,220.92	£1,580.71	£2,640.21	£2,261.25	+16.8%
Summer Production	£3,085.55	£804.52	£2,281.03	£1,246.87	+82.9%
Spring Quiz & Chips	£3,443.70	£1,382.69	£2,061.01	£2,023.37	+1.9%
Preloved Uniform Sale	£1,657.17	-	£1,657.17	£1,146.19	+44.6%
Non-Uniform Day	£1,628.41	-	£1,628.41	£1,740.00	-6.4%
Parents' Evening Raffles	£965.68	£125	£840.68	£1,681.44	-50%
House Plays	£1,132.46	£406.77	£725.69	£445.94	+62.7%
EasyFundraising	£665.06	-	£665.06	£954.41	-30.3%
Christmas Concert	£981.20	£332.81	£648.39	£594.80	+9%
Spring Concert	£780.24	£189.54	£590.70	£438.57	+34.7%
Stars in Your Eyes	£660.55	£201.62	£458.93	£440.84	+4.1%

Year 6 Open Evenings	£83.09	-	£83.09	(£-29.09)	+385.6 %
Yr 13 Leavers*	£48.71	-	£48.71	n/a	n/a
Clothes Swap**	n/a	n/a	n/a	£67.23	n/a
Comedy Nights**	n/a	n/a	n/a	£903.84	n/a
Miscellaneous Costs	-	£48.25	(£48.25)	(£132.60)	
Subscriptions	-	£172.00	(£172.00)	(£163.00)	
Shottle Hall Ball	£8,233.82	£500.00	ongoing	ongoing	
<b>Totals</b>	<b>£30,891.48</b>	<b>£5,743.91</b>	<b>£17,313.75</b>	<b>£17,596.15</b>	<b>-1.6%</b>

\* New event for 2024/2025

\*\* Events which did not take place during 2024/2025

\*\*\*Event to take place November 2025, includes ticket sales 2024/2025 and deposit payment)

## Approved Bids 2024/2025

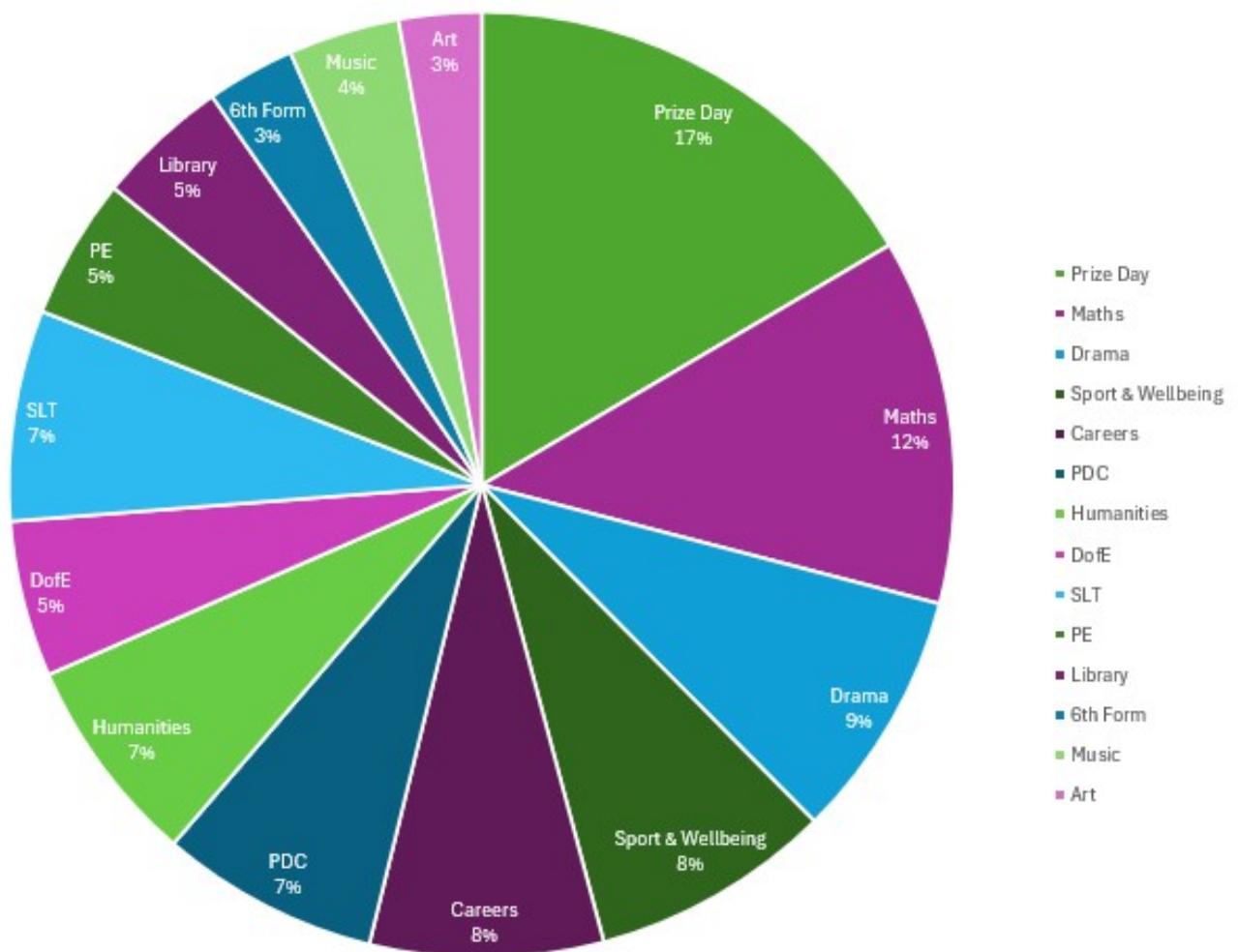
Description	Dept	Bid Amount Paid	Amount Left to Pay
Rewards	Senior Leadership Team	£1,045.94	0
Unifrog Subscription	Careers	£631.13	0
Careers Trips	Careers	£527.45	0
Chelsea's Story (50% cost)	PDC	£300.00	0



County Lines	PDC	£300.00	0
Activity Providers for Health Day	PDC	-	£450
Refreshments for above	PDC	-	£150
Calculators	Maths	£750.00	0
First News Subscription	Pastoral	£388.00	0
Cheerleading Tops	PE	£700.00	0
Gelli Plates & Acrylic Sheets	Art	£410.32	0
Tea Party & Prom Items	Sixth Form	£264.48	0
Poet Visit – Laura Mucha	Library	£657.60	0
Ted Talk Prize Money	Sixth Form	£175.00	0
Stage Lights	Drama	£1,240.05	0
Yamaha Keyboards	Music	£553.32	0
A Level Textbooks	History	£604.24	0
A Level Textbooks	Sociology	£430.56	0
Merit Ties	Sport & Wellbeing	£1,213.50	0
Portable Defibrillator	D of E	£775.00	0
LED Light Panels	Art	0	£858.20
Corner Sofa	Learning Support	0	£987
Manga High Subscription	Maths	£1,064.65	0
3D Printers	Technology	0	£1,347.75
Prize Day 2025	Prize Day	£2,400.00	£210.00
<b>Totals</b>		<b>£14,431.24</b>	<b>£4,002.95</b>

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## % Bid Donation across School Departments 2024-2025





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees

ECCLESBOURNE SCHOOL PARENT STAFF AND FRIENDS  
ASSOCIATION

On accounts for the year  
ended

31/07/2025

Charity no  
(if any)

1047233

Set out on pages

1-5

Remember to include the page numbers of additional sheets!

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

*D. Parkin*

Date:

*19/10/25*

Name:

*DAVID PARKIN*

Relevant professional  
qualification(s) or body

*CIMA ACMA 1-14841*

(if any):

Address:

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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