

# THE FRIENDS OF THE VINEYARD SCHOOL

England & Wales - Charity number 1077631

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1999-09-30

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** The Vineyard School  
Friars Stile Road  
Richmond  
Surrey  
TW10 6NE

**Phone** 02089480195

**Email** [info@vineyard.richmond.sch.uk](mailto:info@vineyard.richmond.sch.uk)

**Website** [www.vineyard.richmond.sch.uk](http://www.vineyard.richmond.sch.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS IN THE VINEYARD SCHOOL IN SUCH MANNER AS THE TRUSTEES MAY DECIDE FROM TIME TO TIME.

**Activities:** Provide Financial Support for the Vineyard Primary School in order to enhance the education and welfare of all pupils of the school in accordance with the school development plan and strategic development plan

## Classification

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- **How:** Makes Grants To Organisations
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- **Area of benefit:** VINEYARD
- Richmond Upon Thames

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£62,144	£17,755	-	-
2024-03-31	£25,579	£47,789	-	-
2023-03-31	£14,235	£85	-	-
2022-03-31	£10,967	£16,533	-	-
2021-03-31	£20,622	£11,705	-	-

## Trustees

Name	Role	Appointed
Antony Miles Richard Cook		2020-09-16
Frances Bracegirdle		2022-03-15
Philippe Tapernoux		2024-06-10

**THE FRIENDS OF THE VINEYARD SCHOOL**

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# Accounts

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**The Vineyard School**  
**Friars Stile Road, Richmond, Surrey TW10 6NE**

Dear Parents and Carers,

I hope this message finds you and your families well. As we settle into 2025, I'm writing with heartfelt excitement to re-introduce the *Friends of the Vineyard (FoV)*—the registered charity arm of the school that quietly fundraises and fuels so much of what makes The Vineyard School so special.

Your support of the FoV is instrumental in shaping our children's educational journey, and I invite you to join us in our efforts to re-launch this important charity.

### What The FoV Has Already Achieved

Over the past few years, the contributions received to the FoV from the school community have transformed every aspect of our school:

Building Brighter Spaces	Fuelling Creativity and Connection	Supporting Our Staff	Opening Doors For All
<p>We redeveloped the Reception and KS2 classrooms, creating a more impactful learning environment</p> <p>Transformed the outdoor spaces for EYFS and KS1 into vibrant play and learning zones</p>	<p>Investment in curriculum resources to help boost student engagement</p> <p>Purchased iPads and updated IT infrastructure to enhance digital learning across the school</p>	<p>We have supported staff cover, wellbeing, and training, ensuring our teacher stay motivated and have up-to-date skills</p>	<p>We have helped disadvantaged families attend residential trips, ensuring every child participates in these formative experiences</p>

### Our Current Priorities: Where We Need You

This year, we're focusing on projects that touch every child's daily experience:

#### Enriching Learning Resources

- Refreshing science kits, art supplies, and sports equipment to spark curiosity.
- Upgrading our IT server to keep lessons seamless and secure.

#### Expanding Our Music Hub

- Adding instruments and creating bursaries so every child can explore music, regardless of background.
- Designing a dedicated music space for lessons, therapy sessions, and performances.

#### Supporting Our Staff

- Funding training to help teachers adapt to new challenges.
- Contributing to staff wellbeing.

#### Safety First

- Improving front-gate security to protect our community.

**Telephone: 020 8948 0195**  
**info@vineyard.richmond.sch.uk**



### How You Can Make a Difference

Your contributions are the heartbeat of our school's progress. Our goal is to raise a minimum of **£50,000** this year to support these initiatives. If you have the financial means to contribute, here's how you can support the school:

Regular Donations Impact Examples	One-Off Gift Impact Examples
<b>£10/month per child in your family:</b> Provides resources for learning gardens and playgrounds	<b>£160:</b> Buys one keyboard for our Music Hub
<b>£30/month per child in your family:</b> Funds an iPad in 12 months	<b>£500:</b> Funds a teacher's professional development course
<b>£50/month per child in your family:</b> Stocks science labs and art studios with fresh supplies	<b>£1,000:</b> Contributes to a new mixer in the kitchen for making fresh bread daily
<b>£100/month per child in your family:</b> Pays for music bursaries for two children or musical therapy	Any amount helps bridge urgent needs and seize new opportunities

### Making Your Gift Go Further

#### Gift Aid

Every penny counts. By ticking the Gift Aid box, you boost your donation by 25%—turning £10 into £12.50 at no extra cost.

#### Corporate Matched Giving

By giving through a company-matched-giving scheme, you could double the value of your donation to the FoV. Contact your employer to find out if they support matched-giving.

### Shaping The Future Together

Together, we can ensure The Vineyard School continues to thrive into the future. To donate, please scan the QR code below or visit our [FoV donation page](#).

If you would like to discuss bespoke one-off gifts or corporate partnerships, I'd love to hear from you—email me at [fbracegirdle@vineyard.richmond.sch.uk](mailto:fbracegirdle@vineyard.richmond.sch.uk) to set up a meeting.

Yours sincerely,

Friends of the Vineyard



Telephone: 020 8948 0195  
[info@vineyard.richmond.sch.uk](mailto:info@vineyard.richmond.sch.uk)

Frances Bracegirdle,

Friends of the Vineyard  
Transforming potential into achievement since 1999.



Headteacher

(Charity No. 1077631)

DRAFT



**Friends of the Vineyard School**  
**Registered Charity No. 1077631**  
**2024/25 Final Accounts**

**Receipts and Payment Account 1st April 2024 to 31 March 2025**

**Cash Carried Forward** £9,813.70

**Receipts:**

Regular donations	£36,977.43
Uniform/Other Commissions	£1,671.48
HMRC	£551.25
PTA Field	£22,943.34
<b>Total income</b>	<b>£62,143.50</b>

**Payments:**

Donations to The Vineyard:	
Staff wellbeing	£1,000.00
Staff CPD	£3,202.50
Residential trips & Sport activities cover	£2,540.00
ICT equipment/curricular extra subscriptions	£10,927.90
Bank/Commission charges	£85.00
	<b>£17,755.40</b>

**Net Receipts / payments** £44,388.10

**Bank Statement Reconciled to 31 March 2025** **£54,201.80**

**Liabilities:**

Ring fenced PTA funding £22,943.34

**Total available funds 2025/26:** **£31,258.46**



## **The Vineyard School**

### **Independent Review of School Fund Accounts Financial Year 2024/25.**

The independent review of interim financial information consists principally of applying analytical procedures to financial data and making enquiries of persons responsible for financial and accounting matters. It is substantially less in scope than a formal audit. The outcome sought is to give assurance that there has been reasonable management of the Fund and that the Accounts are a true representation of the Fund objectives.

#### **Background**

The school uses a spreadsheet to records all income and expenditure relating to the school. The school fund has a number of budget headings for Income. Apart from service charges the expenditure relates to reimbursements by cheque to main school budget for purchases made from the school budget account.

#### **Checks Undertaken**

As part of the review the following checks were made

- ✓ Agreed Opening Balances to Bank Accounts
- ✓ Agreed Closing Balances to Bank Accounts
- ✓ Checked Debit Entries Against the Bank Statement
- ✓ Checked Credit Entries Against the Bank Statement
- ✓ Followed the audit trail of transfers between the School Budget and the School Fund Accounts.

## Summary of Accounts



<b>Friends of the Vineyard School</b>		
<b>2024/25 Final Accounts</b>		
<b>Receipts and Payment Account 1st April 2024 to 31 March 2025</b>		
<b>Cash Carried Forward</b>		<b>£9,813.70</b>
<b>Receipts:</b>		
Regular donations	£36,977.43	
Uniform/Other Commissions	£1,671.48	
HMRC	£551.25	
PTA Field	£22,943.34	
<b>Total income</b>	<b>£62,143.50</b>	
<b>Payments:</b>		
Donations to The Vineyard	£17,670.40	
Bank/Commission charges	£85.00	
	<b>£17,755.40</b>	
<b>Net Receipts / payments</b>	<b>£44,388.10</b>	
<b>Bank Statement Reconciled to 31 March 2025</b>		<b>£54,201.80</b>
<b>Liabilities:</b>		
Ring fenced PTA funding		£22,943.34
<b>Total available funds 2025/26:</b>		<b>£31,258.46</b>

### Findings

None to Report

### Summary

I can confirm that the School Fund accounts represent a true account of the income and expenditure for the financial years 2024/25.

### Recommendations

None

Barry Walder  
Schools Management Support Ltd  
Dated: 4<sup>th</sup> July 2025

**THE FRIENDS OF THE VINEYARD SCHOOL**

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# Accounts

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## **The Friends of the Vineyard School (FoV) fund Report to Parents 2023-24**

Many thanks to all those families who have donated funds to the Friends of The Vineyard School fund (FoV fund) over the last year. Many schools ask their families for extra help with financing school plans and The Vineyard would not be the school it is without your help.

Last year the FoV fund received income of over £25,000, including £8,500 from HMRC from gift aid.

We have used part of our funds to buy iPads for our IT lessons and to provide staff cover so that as many of our pupils as possible get the chance to take part in sports tournaments. We have supported a staff member to gain a qualification in Social Therapeutic Horticulture and she is now delivering weekly nurture interventions across the school. She has also ensured that her knowledge has been shared with her colleagues and we will be able to support individual children with new ideas and resources. Other funds have been used to purchase the additional resources for lessons and sport that the school always needs.

Staff wellbeing is important for the school and all our staff appreciated the donation towards their wellbeing. This donation provides the tea and coffee (with occasional biscuits on INSET days) which keep our staff going!

We have carried over £9,800 to 2024-25. Some of this money is already committed to providing additional sport sessions and at the moment we are putting aside a little money to help contribute towards the development of the school field. This amount will grow as the project continues to take shape. The school is very fortunate to have the space that it does and we need to make sure that we maximise the use of our facilities to benefit all our pupils. We can only consider such a project if we can get funding from external grants, as well as the PTA and FoV.

As you may know, the Friends of The Vineyard School was set up as a charity in 1999 to advance the education of the pupils of The Vineyard. Funds raised are deployed to support the objectives outlined in the annual [School Development Plan](#) and the strategic objectives of the school as determined by the Board of Governors.

We thank all our families for supporting this important fund to benefit all our pupils.

## Receipts and Payment Account 1st April 2023 to 31 March 2024

Cash Carried Forward £32,023.96

### Receipts:

	Number Monthly	
Regular Parental Donations	7	£2,890.00
		£12,214.5
CaF		7
Uniform/Other Commissions		£1,918.29
HMRC		£8,556.19
RPLC		£0.00
<b>Total income</b>		<b>£25,579.0</b>
		<b>5</b>

### Payments:

Indemity Insurance		£0.00
		£47,704.3
Main a/n payment		1
Bank/Commission charges		£85.00
		<b>£47,789.3</b>
		<b>1</b>

Net Receipts / payments

-  
£22,210.2  
6

Bank Statement Reconcilled to 31 March 2024

**£9,813.70**

### Liabilities:

Commitments:

JA Sport sessions (budgeting 23/24)	£2,160.00
FoV 10% contribution to PTA	£1,148.46

**Available funds in  
2024/25:**

**£6,505.24**



## **The Vineyard School**

### **Independent Review of School Fund Accounts Financial Year 2023/24.**

The independent review of interim financial information consists principally of applying analytical procedures to financial data and making enquiries of persons responsible for financial and accounting matters. It is substantially less in scope than a formal audit. The outcome sought is to give assurance that there has been reasonable management of the Fund and that the Accounts are a true representation of the Fund objectives.

#### **Background**

The school uses a spreadsheet to records all income and expenditure relating to the school. The school fund has a number of budget headings for Income. Apart from service charges the expenditure relates to reimbursements by cheque to main school budget for purchases made from the school budget account.

#### **Checks Undertaken**

As part of the review the following checks were made

- ✓ Agreed Opening Balances to Bank Accounts
- ✓ Agreed Closing Balances to Bank Accounts
- ✓ Checked Debit Entries Against the Bank Statement
- ✓ Checked Credit Entries Against the Bank Statement
- ✓ Followed the audit trail of transfers between the School Fund Bank Account to the School Budget Bank Account.
- ✓ Reviewed all supporting documents relating to the transfers.

## 2023/24 Final Accounts

### Receipts and Payment Account 1st April 2023 to 31 March 2024

**Cash Carried Forward** £32,023.96

**Receipts:**

	Number Monthly	
Regular Parental Donations to date	7	£2,890.00
Fundraising/Parental One off donations		£0.00
Uniform/Other Commissions		£1,918.29
HMRC		£8,556.19
CAF		£12,214.57
RPLC		£0.00
<b>Total income</b>		<b>£25,579.05</b>

**Payments:**

Indemity Insurance		£0.00
Main a/n payment		£47,704.31
Bank/Commission charges		£85.00
		<b>£47,789.31</b>

**Net Receipts / payments** -£22,210.26

### Bank Statement Reconciled to 31 March 2024

**£9,813.70**

**Liabilities:**

**Commitments:**

JA Sport sessions (budgeting 23/24)		£2,160.00
FoV 10% contribution to PTA		£1,148.46

**Available funds in 2024/25:** £6,505.24

### Findings

As part of the review, I identified small discrepancies with the cheque payment 100023 and the school provided additional evidence which confirmed that the transfer included a small (£34) amount of VAT which will be corrected in next transfer.

Within the accounts the transfers are shown as one amount but made up of numerous different payments and this should be addressed in future accounts as per the recommendation below.

## Summary

I can confirm that the School Fund accounts represent a true account of the income and expenditure for the financial year 2023/24.

## Recommendations

At present the expenditure entries are just shown as a transfer to the school budget but supporting documentation details what the expenditure relates to. It would be clearer if the individual transactions that make up the balance transfer were detailed on the accounting spreadsheet so this could be shared with the Governors to show how the monies had been used plus making it easier to reconcile the transaction to the supporting documentation.



Barry Walder  
Schools Management Support Ltd  
Dated: 21<sup>st</sup> May 2024