



“Connecting people to nature and each other”

Trustee Report 2020 - 2021

Reference and administration details

Charity name: Forest School SNPT

Charity number: 1087964

Address: Bishop’s Wood Countryside Centre, Caswell, Swansea, SA3 3BS

Trustees

Jessica Kidd – Chair

Deborah Hill

Timothy Orrell

Project Manager

Holli Yeoman

Structure, governance and management

The organisation changed to a Charitable Incorporated Organisation in September 2019.

Trustee selection method

New trustees are appointed by the existing trustees and approved at the Annual General Meeting by a majority vote.

Additional governance issues

The management committee seeks to ensure that the trustee body reflects the diversity of the wide needs of Forest School and the charity’s work with children and young people and the natural environment. The aim is to have representatives from the Local Authority, Education, Environment and Outdoor Learning, as well as clients and service users.

Organisational structure

The charity employs a Project Manager who is responsible for ensuring the charity delivers its services and meets its targets, along with the other 2 permanent staff, both Forest School Leaders, one Project Lead and one Training Lead. There are a further 8 leaders and assistants who work on a sessional basis and usually approximately 5 volunteers. All staff are part-time.

Objectives and activities

Charity objects

The objects of the CIO are to promote the benefit of children and young people in Swansea, Neath and Port Talbot and neighbouring areas by providing facilities for education and recreation outdoors and indoors with the aim of improving lives of all children and young people

Charity aims

Forest School provides opportunities for individuals of all ages and abilities to grow in confidence, self esteem and independence in special woodland settings, where they are supported in their learning and encouraged to explore the environment and appreciate nature.

What makes Forest School special is its concentration on regular repeat visits, ideally over a whole year and the ethos of child-initiated learning and high staff: child ratio, enabling individual's learning needs and styles to be supported. Woodlands are a fantastic learning environment, they are exciting, robust, resource-rich and safe (as long as properly managed and risk assessed).

Sessions are run by a team of qualified Forest School Leaders, Assistants and volunteers. The activities cover a broad range from woodland crafts and arts, bush craft, cooking, tool use, woodland management and conservation, play and environmental education topics.

There is also a commitment to supporting and training others to provide similar activities and benefits, and we offer a training programme ranging from INSETs in schools to accredited qualifications for individual Forest School Leaders and Assistants.

This year we have reviewed our aims and vision in light of the developing terrain of outdoor learning and climate crisis, and arrived at a new focus for the next three years, which will champion more explicitly the value of nature connection and the therapeutic elements of our work.

Charity activities

Our provision is divided into projects, which we deliver directly to participants, and training, which enables others to become practitioners in the field and carry out their own delivery.

Projects can be going into schools, or bringing them out to one of our sites for regular, usually weekly, sessions. We also provide one-off programmes of activities for school 'trips'. Other grant-funded work can be working with specific groups with their own disadvantage or need, for example creating more accessible activities for those with physical disabilities, or work in a geographical community such as partnering with a local 'Friends of' the Park.

Playschemes form another core part of our project activity, offering open access outdoor play, supported by the Local Authority's Play Team. There has been

increasing focus on funding for under 5s projects which are run as parent and toddler sessions, and are our most popular cohort at the moment.

Training is another branch of our work, with courses where individuals come to us to form a group to be trained in an Agored Cymru qualification running up to 4 times per year. Training teachers within their own setting is also an important part of spreading the message and empowering those who already work with children and young people to use the outdoors to greater benefit.

Achievements and performance

It has been an unusual year due to the pandemic, although not altogether bad, with some quite positive surprises.

We suspended all of our activity from April, with delivery staff on furlough and the Project Manager on reduced hours. We were grateful to receive covid emergency funding from two different sources, one was the Moondance Foundation, and the other was the Welsh Government. These, and the furlough income, helped us to ride out the lack of activity. There was also a local grant specific to making activities covid-safe which helped a lot with readiness to re-open.

Another plus was that we were one of the first organisations to be up and running again as things opened up due to the extra level of safety in our work taking place outdoors. There was in fact extra funding in the summer to get kids out playing and back in contact with the world and each other, which gave us a busier than usual schedule for August.

The training side of our work was also transformed as our training partner developed a blended course, where trainees could work through the theory part of the course online at home in their own time. The demand for this was huge, and meant we had a very busy autumn delivering the practical days. We also ran our first entirely online course, a new qualification training Forest School Leaders to Coordinate an Outdoor Curriculum.

Funders of our two big project grants were flexible about us postponing delivery, and we had an unusual (for us) piece of work where we were contracted by Powys Education Service to deliver one to one sessions twice a week for almost the whole year with a child who wasn't able to attend to school.

Our grant for core costs, in its second year of a tapered 3-year arrangement, was set aside for development in agreement with the funder, Garfield Weston, as the books had balanced without needing to include it in covering our core costs for this year.

In support of future development, we engaged the help of Social Business Wales in facilitating a review of our governance and organisational strategy. It felt like a natural time to review, with the forced stop and a bigger picture across the world of re-assessing priorities and focusing on what's important. It led to a commitment to clarify our vision and to recruit some new trustees to add energy and skills to the management committee.

Financial review

Policy on reserves

The aim of the organisation is to maintain reserves to enable it to continue and expand the services currently provided and develop new projects in the future. Our policy is to aim to maintain a reserve of three working months as well as a reserve for statutory redundancy of £9,255 as at 31st March 2021.

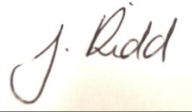
Further financial details

Our principal sources of funds this year have been from the three covid grants, smaller project grants from City and County of Swansea Childcare and Play Team, and the one to one work with Powys Council. Other income has come from fees from training.

Declaration

The trustees have declared that they approve the report above.

Signed on behalf of the charity's trustees:

| | |
|-----------|--|
| Signature |  |
| Name | Jessica Kidd |
| Position | Chair of trustees |



Receipts and payments accounts

For the period
from

4/1/2020

To

3/31/2021

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|
| A1 Receipts | | | | |
| Grant Income | - | - | - | - |
| Project Fees | 13,887 | 32,570 | - | 32,570 |
| Training Fees | 11,923 | - | - | 13,887 |
| Donations | 50 | - | - | 11,923 |
| Bank Interest | - | - | - | 50 |
| Other Income | 332 | - | - | - |
| | - | - | - | 332 |
| | - | - | - | - |
| Sub total (Gross income for AR) | 26,192 | 32,570 | - | 58,762 |
| A2 Asset and investment sales, (see table). | | | | |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | - | - | - | - |
| Total receipts | 26,192 | 32,570 | - | 58,762 |
| A3 Payments | | | | |
| Staff Costs | 5,778 | - | - | - |
| Self-employed Staff Costs | - | 23,854 | - | 29,632 |
| Travel | 306 | 5,450 | - | 5,450 |
| Volunteer Expenses | - | - | - | 306 |
| Project & Training Costs | 5,543 | - | - | - |
| Equipment | 2,188 | - | - | 5,543 |
| Maintenance & Improvements | - | 2,063 | - | 4,251 |
| Postage, Stationery & Printing | 605 | - | - | - |
| Telephone | 441 | - | - | 605 |
| Computer Costs | 1,047 | - | - | 441 |
| Insurance | 1,255 | - | - | 1,047 |
| Accountancy & payroll | 2,198 | - | - | 1,255 |
| Office Rent | 1,000 | - | - | 2,198 |
| Membership & Subscriptions | 304 | - | - | 1,000 |
| Miscellaneous | 601 | - | - | 304 |
| | - | - | - | 601 |
| | - | - | - | - |
| Sub total | 21,266 | 31,367 | - | 52,633 |
| A4 Asset and investment purchases, (see table) | | | | |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | - | - | - | - |
| Total payments | 21,266 | 31,367 | - | 52,633 |
| Net of receipts/(payments) | 4,926 | 1,203 | - | 6,129 |
| A5 Transfers between funds | - | - | - | - |
| A6 Cash funds last year end | 33,438 | 31,784 | - | 65,222 |
| Cash funds this year end | 38,364 | 32,987 | - | 71,351 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
|---|--|------------------------------------|----------------------------------|
| B1 Cash funds | Lloyds Bank | 38,164 | 2,500 |
| | CAF Bank | - | 30,487 |
| | Cash | 200 | - |
| | Total cash funds | 38,364 | 32,987 |
| | (agree balances with receipts and payments account(s)) | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) |
| | | | - |
| | | | - |
| | | | - |
| | | | - |

Basis of preparation

During the year the charitable company (04194600) converted to a CIO. This conversion took place on 9th September 2019 and the charity registered with the charity commission as a CIO - charity number 1087964. These financial statements have been prepared under the principles of accounting and on a receipts and payments basis. For disclosure to the user, the comparative has been prepared under the accruals basis of accounting for the comparative period.

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

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CC16a



Last year
to the nearest £

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| - |
| 25,464 |
| 24,350 |
| 21,788 |
| 510 |
| 22 |
| 170 |
| - |
| 72,304 |

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| 72,304 |
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| - |
| 37,197 |
| 8,481 |
| 1,834 |
| 254 |
| 5,219 |
| 869 |
| 401 |
| 703 |
| 454 |
| 412 |
| 1,248 |
| 3,035 |
| - |
| 30 |
| 93 |
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| - |
| 60,230 |

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| 60,230 |
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| 12,074 |
| - |
| 53,147 |
| 65,221 |



Endowment funds

to nearest £

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Endowment funds

to nearest £

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Current value (optional)

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When due (optional)

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Date of
approval

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FOREST SCHOOL SWANSEA, NEATH AND PORT TALBOT

Independent examiner's report to the trustees of Forest School Swansea, Neath and Port Talbot ('the Charity')

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 March 2021.

Responsibilities and basis of report

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

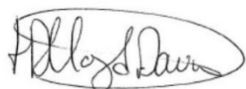
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records.

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.



Henry Lloyd Davies
Institute of Chartered Accountants in England and Wales
Bevan Buckland LLP
Chartered Accountants
Langdon House
Langdon Road
SA1 Swansea Waterfront
Swansea
SA1 8QY

27th October 2021