

Company No. 4226256
Charity No. 1087969

Every Parent & Child
(A company limited by guarantee)

Report and Financial Statements

For the Year Ended 31 March 2021

Community House
311 Fore Street
London N9 0PZ

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Table of Contents

Legal & Administrative Information	3
Trustees' Report	
Objectives and Activities	4
Our Services	
Staff Changes	5
Special Educational Needs and Disability Information, Advice and Support Service (SENDIASS) & Independent Support	5
My Time Counselling	6
Starfish	7
EPC Volunteering	8
Enfield Parent Infant Partnership	9
Investment in Information and Communication Technology	9
Looking ahead to 2021-2022	9
Structure, Governance and Management	9
Investment Policy	12
Independent Examiner's report to the Trustees of Every Parent & Child	13
Financial Statement	14

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Legal & Administrative Information

Charity name Every Parent & Child (known as EPC)
(formerly Enfield Parents & Children)

Registered office and Community House
operations address 311 Fore Street
London N9 0PZ

Telephone 020 8373 6243
Fax 020 8373 6324
Website www.epandc.org.uk

Directors (also known as Trustees)

Chair Vishnee Sauntoo
Treasurer Sudipta Ghosh
Company Secretary Vijay Sujan

Directors Vishnee Sauntoo (resigned 11 February 2021)
Andy Love
Ingrid Cranfield
Thomas Boadu
Leo Meggitt
Sudipta Ghosh
Martin Bartlett
Vijay Sujan
Avishai Passman

Chief Executive Jaspal Dhani

Independent Examiner TACTS Accountant
81 Rayleigh Road
Palmers Green
London, N13 5QW

Bankers	Barclays Bank 4-6 South Mall Edmonton London N9	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
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Charity registration number: 1087969
Company registration number: 4226256

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Trustees' Report Objectives and Activities

Every Parent & Child (EPC) is a well-known and respected Enfield-based charity that provides much-needed services to children, young people and families. We are valued by families, professionals and other voluntary organisations for the expert and timely advice, practical help and emotional support that we give to families. Many of our families tell us how much difference our support makes to their lives.

This report features the highlights across our services during 2020-21.

Charitable Objective

To advance the education of children resident or educated in the London Borough of Enfield and surrounding areas, regardless of culture, beliefs or language, who, because of difficulties in the school or home environment, require special assistance to help them complete their education.

We achieve this through:

- Enabling children and young people with social, emotional and mental health needs to access appropriate support.
- Informing children, young people and their families about the Special Educational Needs and Disability reforms and their entitlements.
- Engaging with children, young people and parents using our services to ensure their voice is heard when decisions affecting their lives are being made.
- Ensuring parents and carers have the knowledge to make decisions on the services and support their families' needs.
- Providing emotional and well-being support to children and young people in order that they are better able to manage their emotions and relationships within the school and external settings.

Our Mission and Vision Statements

Our Mission

EPC's mission is to enable London children and young people, particularly those with Special Educational Needs and/or Disability, to thrive and succeed in education, their families and the community, to improve their life chances.

Our Vision

Our vision is for EPC to be the recognised and trusted organisation representing the voices and aspirations of all London children and young people and to support them to learn, develop and thrive within their families and the community.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Our Services

Staff Changes during the year

We welcomed Vashisht Raya as the Young Person's Outreach Worker in July 2020. Vashisht has continued to build on the work developed by his predecessor, Rachelle Malcolm, providing support to post-16 learners with accessing education, training and local opportunities and capacity building their life skills.

We were sad to say goodbye to Louise Alltimes, who managed the My Time Counselling service. Louise started in the service as a volunteer Counsellor before transitioning to the Co-ordinator role. Following a round of interviews, Pauline Walker took over the My Time Counselling Co-ordinator role between October 2020 and February 2021, when the funding stopped for the service.

We were also sad to say goodbye to Lina Parmar, who managed the SENDIASS for two years. Lina resigned at the beginning of August 2020. We appointed Loraine Hardy as the new SENDIASS Strategic Lead/Manager but Loraine resigned for personal reasons in January 2021.

Finally, we were sorry to say goodbye to Renata Carlet, our Volunteer Co-ordinator, who resigned for reasons of her health. Renata began her career with EPC in 2011 as a volunteer co-facilitating the parenting course. In 2016, Renata took on a paid role as the Volunteer Co-ordinator.

Special Education Needs and Disability Information, Advice and Support Service (SENDIASS) & Independent Support (IS)

SEND Information, Advice and Support Service (SENDIASS) is a statutory service commissioned by the London Borough of Enfield in accordance with the SEND Code of Practice 2015. It operates independently of the Local Authority. It provides impartial, confidential information, advice and support to children and young people aged between 0 and 25 years who have, or may have, SEN or a disability and to parents of children and young people with SEND. The service also facilitates parents' and young people's engagement in decision-making about special educational needs, provision and policies. Our parents' and young people's steering groups have continued to meet and advise the service on how to best reach families in the community.

During the last 12 months, the SENDIASS faced its greatest challenge; operating during the Covid-19 pandemic and lockdown. Despite these challenges, the SENDIASS team has had an extremely busy year. The demand for our services has rocketed and the team worked tirelessly to meet the demands and requests for assistance from our service users.

The service continued to be supported by the Council for Disabled Children (CDC) with a grant of £27,882 to supplement the service and deliver key initiatives, which are briefly described below. The continued support from CDC is a great endorsement of our service and recognises the ongoing achievements of the service.

Some highlights from the year include:

- Social Action project involving young people with SENDIASS. The young people were able to express their concerns about independent living, future goals, access to opportunities in their local communities, and to present a Call to Action to local service providers.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

- Employment Skills Workshops, where young people with SEND were able to learn communication and organisation skills, dealing with stress, basic office admin & social skills.
- We continued to provide online video-based workshops for parents/guardians and young people with a focus on understanding SEND legislation, the EHCP process, responding to risk or actual exclusions from schools, and understanding the Tribunal process. We thank Adopt North London and Enfield Virtual Schools for their support in delivering the workshop to families with adopted children.
- In partnership with Our Voice and supported by Enfield Thrives Together, we published the Summer Support Pack for Parents/Carers of Children with SEND. This resource provided invaluable information on local activities during the depth of the lockdown. With funding from the Children's Centre, we were able to run the Summer Picnic in the Park programme, enabling children and young people to meet and have fun together.

Despite the lockdown, the SENDIASS continued to offer a full casework service. During the year, the service:

- Received 629 referrals, of which 376 were closed, with the remainder receiving ongoing support.
- Supported 19 Annual Reviews.
- Supported 410 families with checking/reviewing draft plans, paperwork and providing admin support.
- Managed 1,100 telephone enquiries.
- Managed 700 email enquiries.
- Managed 1,300 combined telephone and email enquiries.

My Time Counselling Service

Funded by BBC Children in Need, My Time Counselling is entering its final year of funding. The service offers counselling support for children aged from 5 to 18, drawing from a wide range of therapeutic modalities, including integrative approaches, person-centred, psychodynamic psychotherapy, humanistic therapy and arts and drama therapy, all age-appropriate and delivered by our volunteer counsellors and psychotherapists.

Because of the lockdown, My Time took the decision to move all sessions online. The transition took some time to complete, as due diligence was needed for safeguarding and management of volunteers and clients. Challenges also came from the training institutes, as some would not allow their therapists to work online, so this narrowed the number of therapists available to us. Challenges also arose from parents who were not keen to engage with the service remotely.

Although the service is normally term-time, we kept it operating throughout the summer holidays to ensure that children/young people were supported through the early stages of the lockdown. 33 children and five parents were supported throughout the year. The Sessional Worker undertook outreach work to maintain contact with young people with SEND. This helped to support their mental well-being, by providing a point of contact and peer support over Zoom. Further therapeutic work was maintained through phone calls/cards/messages to the children from their therapists.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

All children/parents with whom the service works are disadvantaged. As an indication, 21% had behavioural/psychological difficulties, 30% had stress/high levels of anxiety, 15% had low self-esteem/confidence issues, 18% had depression/isolation issues, and 15% had difficulties with regulating and showing emotions. Covid-19 and lockdown have greatly increased the levels of all the above difficulties in the 33 children/young people seen during the year.

Children were worried about their future and when they would be able to see friends and other family members. A large percentage of children/young people had the following life experiences, which contributed to their difficulties:

- abuse
- neglect
- living in poverty
- mental illness, including perinatal mental ill health, and
- social pressures.

We have been supporting more children with early stages of mental ill health, who have been exhibiting early signs of depression, anxiety or self-harm at school and home. The referrals from CAMHS have increased for children and young people who do not meet the threshold, or as an intervention prior to accessing CAMHS.

Starfish

The Starfish Project enables children to develop communication, social and life skills in order to participate fully in school and their community and reach their full potential. Starfish has six pathways, with differing levels of targeted support for primary-age children. We also train Year 12 students as peer mentors, provide play therapy for referred children and work with parents to support their children.

1. Aspire & Shine: The focus of the Aspire & Shine pathway is on communication skills. Children are encouraged to work collaboratively and to participate fully. Creativity, enthusiasm, imagination and freedom of expression are encouraged, and children learn the skills to be able to speak up and give their opinions. Developing children's speaking skills is vital for success, not only academically but also to be able to express themselves socially and emotionally.

We are maintaining the schedule of delivery with the next group of schools, despite the November and January to March lockdowns. The programme was completed in four schools before Christmas and six more schools received the sessions in the Spring and Autumn terms. Since the November lockdown, there have been some issues with schools being closed and class groups isolating due to Covid-19 cases. However, we rescheduled these and completed delivery. 300 children have participated in Aspire & Shine this year and the feedback has been universally extremely positive.

2. Peer Mentoring: Because of the Covid-19 restrictions precluding Year 12 students from visiting primary schools, the Mentoring Co-ordinator has delivered one-to-one mentoring to Year 5 children this year. The Co-ordinator has worked with Year 12 students on UCAS personal statements, volunteering experience, etc., via phone and Zoom.

During the Autumn term, the Co-ordinator mentored four Year 5 children, who had been identified as at risk of social exclusion, at Hazelbury Primary School. The programme focused on raising self-esteem, managing friendships and developing positive peer relationships, as well as developing resilience and confidence alongside social skills. Mentoring activities were varied and stimulating and included role play, art therapy, visualisation techniques, meditation, counselling therapy techniques and mindfulness strategies. The Mentoring Co-ordinator was able to develop an excellent rapport with the children and feedback from teachers showed good to significant impact from the programme.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

During Spring term, the lockdown prevented the Mentoring Co-ordinator from going into schools, so she produced weekly resources and activities online. The activities encouraged self-mentoring as well as communication with family and peers at home. Feedback from head teachers was extremely positive; they described the resources as extremely helpful and well planned. The Mentoring Co-ordinator planned resources to follow wider school events, such as National Poetry Week, and self-mentoring activities on friendships and peer relationships, before children returned to school after lockdown.

The Co-ordinator has mentored four Year 5 students at Bowes Primary School who had been identified as at risk of social exclusion. She has also been able to support an additional group of five girls with a focus on managing friendships and conflicts within the group. Feedback from teachers has shown that the programme has significant impact.

3. Family Learning Pathway: During the Autumn term, we delivered small group work to children in Year 6 who were struggling to meet expectations and lacked confidence. In the Spring and Summer term we delivered maths support sessions to parents via Zoom. We are looking at continuing to deliver via Zoom next year and offer a Saturday session for working families.

4. Young Leaders Pathway: The Young Leaders Pathway is being delivered in Fleecefield and St John and St James schools, with 24 children participating in each school. The primary focus of the programme is the development of leadership skills and instilling a sense of confidence to take a leadership role. A clear understanding of what good leadership looks like is demonstrated through the challenges and activities set throughout the day. The children are encouraged to self-identify their own good leadership traits, with the facilitator encouraging self-management and independence.

Feedback from the children and schools has been extremely positive. The children find the days hugely enjoyable and fun, as well as extremely meaningful in terms of their ability to take on a leadership challenge in their school. Fleecefield pupils are currently pitching their ideas to develop a reflection area in the school grounds as an area for pupils to share their experiences of the past year and the pandemic.

5. Storytellers Pathway: Delivery is on schedule and completed in two schools, with a third school scheduled for the Summer term. The project manager and peer manager will continue to deliver the Storytellers Pathway next year.

6. Play Therapy: Play therapy continued in all the Starfish schools and we increased the number of blocks of therapy to three per year. We utilised the Year 1 therapy budget, as we had not been able to start delivery in Year 1 owing to the March 2020 lockdown. We were able to deliver block 1 of 8 sessions in the Autumn term and reschedule block 2 of 8 sessions in the Spring term. Currently, block 3 is running over six weeks owing to earlier rescheduling and school closure. Some schools started a little later in the term because of Covid-19 outbreaks and the children self-isolating.

We have 18 children receiving play therapy in any one block. Some children have been re-referred for more than one block but this is assessed on a case-by-case basis.

The Counselling Co-ordinator arranges regular progress meetings with all school leads mid-way through each child's block of therapy to monitor how the sessions are progressing, what general themes are arising and to provide a communication and feedback avenue for schools. Confidential information between the child and play therapist is not discussed or reported on and stays in the room between them. The only exception to this is if there is a safeguarding concern and then the play therapist will use the school and EPC's safeguarding procedure to report and log the concern.

EPC Volunteering Service

Volunteers continue to play a crucial role in the delivery of EPC services, and we owe a great deal of gratitude to all volunteers. Owing to the Covid-19 lockdown, almost all of our volunteers had to stop their engagement with the service; however, one volunteer, Roz Jones, continued to provide telephone

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

support to the SENDIASS team on a weekly basis. Also, we must recognise the ongoing support and work of the Trustees, who continue their dedication to the service by providing support to the CEO and other staff.

Enfield Parent Infant Partnership

We have maintained our partnership with the Enfield Parent Infant Partnership (EPIP). EPIP is a therapeutic service working with parents/carers and their babies together in cases where there is a concern that a fractured or insecure relationship may develop because of a number of identified risks. These risks include post-natal depression and anxiety, other mental health presentations, adjustment to parenthood, traumatic birth experiences, loss of a previous child, trauma and adverse life experiences, previous children having been removed from parents' care, babies born with additional or complex needs and parents having struggled to bond with previous babies. The EPIP service offers parents the opportunity of a better start to their lives as new parents, which in turn helps to grow more secure, content and confident children and encourages a happy and reciprocal relationship between parents and their babies.

EPIP works very closely with other agencies, particularly the Perinatal Mental Health Service, health visitors, children's centres and Social Care, all of which also refer into the service.

Investment in Information and Communication Technology

Thanks to lessons learnt from the Covid-19 lockdown, we were able to identify the need to upgrade our technology to future-proof all services of EPC. We were able to employ a freelance fundraiser on a short-term basis to help raise the much-needed funds to update our tired technology infrastructure. We take this opportunity to thank The Clothworkers Foundation, Awards for All and CAF Foundation for their combined donation of £30,000, which has enabled us to update the office server and computers and software. The new technology will enable staff to work remotely and seamlessly.

Looking ahead to 2021–2022

Covid-19 has been a disrupter in every one's life, but at the same time it has created opportunities to learn from and develop systems and processes to continue the delivery of services. Despite the lockdown, EPC continued to deliver across its services without much disruption and deploy new ways of reaching out to clients. Going forward, we will continue to deliver our services face-to-face and remotely over video highways. We have found that a blend of outreach models enables greater participation from our clients.

We will continue to explore new funding opportunities to develop projects responding to community need, strengthen governance, recruit new volunteers and invest in staff development. We will also build on the feedback obtained from the young people to develop new initiatives that promote greater opportunity for young people with SEND.

Structure, Governance and Management

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 31 May 2001 and registered as a charity on 10 August 2001. The company was established under a Memorandum of Association that defined the objects and powers of the charitable company. It is governed under its

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Charity was established in 1996 as Enfield Parents Centre.

Recruitment and appointment of members of the Board of Directors

The Directors of the company are also Charity Trustees for the purposes of Charity Law. The Board tries to ensure that it reflects the diversity and needs of the community that is being served, by using a variety of avenues for recruitment. These include approaching individuals with particular skills via the Enfield Volunteer Centre and the national Do-It.org website and approaching the Charity's service users via the Charity's website and mailings. The Directors are appointed by members of the company.

Directors' induction and training

The Charity has an information pack for new trustees, and prospective trustees are interviewed by the Chief Executive and Chair. They are offered support prior to attending their first Board meeting, to explain the duties and responsibilities of Trustees. The Charity takes up training on governance offered by local and national organisations. Trustees may also attend conferences on governance.

Risk management

The Trustees and staff reviewed the updated risk register and the measures taken to manage or alleviate the key risks. As reported last year, funding and sustainability are still a real challenge for the Charity for the medium term and are a serious constraint on our work.

Organisational structure

The Charity has a Board of not fewer than three nor more than 16 Trustees. The Trustees meet approximately every six weeks to review and agree major areas of policy and the strategic direction of the Charity. At present, the Board has seven members from a variety of professional backgrounds.

A scheme of delegation is in place and the day-to-day responsibility for the provision of services rests with the Chief Executive. He manages the operations of the Charity, supervises the staff and ensures that the teams continue to develop their skills and working practices. The operations of the Charity are reported to the Board through reports on projects and the Chief Executive's reports and periodic attendance and presentations by project leaders.

Responsibility for reviewing key areas and reporting to the Board is taken by committees consisting of two or three trustees and with responsibility for different areas, such as governance and finance, which meet between the Board meetings or as required.

Volunteers are supervised by the service leads.

Pay policy for senior staff

The Board of Trustees is responsible for defining EPC's Management Pay Policy and deciding on the salaries of the Chief Executive, managers and staff salaries.

It is essential for EPC to have leaders who bring professional expertise, significant leadership experience and strong capability to develop and grow the organisation to further enhance its reputation in the Borough and beyond. The pay for the management is benchmarked against pay levels in other voluntary sectors in Outer London.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

All the Trustees give their time freely and no Trustee received remuneration in the past year. Details of Trustees' expenses and related party transactions are disclosed in notes 4 and 5 on page 19 & 20.

Related parties

The Charity works in partnership with Enfield's Clinical Commissioning Group, Children's Services, the SEND Board and other professionals in the Local Authority, as well as the voluntary and community sector.

EPC also provides a representative to sit on the Board of Trustees of Enfield Voluntary Action. None of our directors receives remuneration or other benefit from their work with the Charity. There is no connection between Trustees or senior managers of the Charity with suppliers of services to the Charity.

Public benefit

The Trustees confirm that they have paid due regard to the guidance given by the Charity Commission on public benefit in deciding what activities the Charity should undertake. The Trustees have concluded that the activities carried out by the charity have fulfilled the public benefit requirement.

Financial Review

With the continuing challenging economic circumstances, income has increased to £365,991 compared to £320,957 in 2019 - 2020. Enfield Council has agreed to award an extension to the SENDIASS contract. This ensures that the SENDIASS will run until 31 August 2021.

The Board had decided to designate reserves for our Volunteer Service to ensure that we maintain the standards required by Investors in Volunteers, as well as maintaining the management structure to ensure that the Charity continues to run smoothly and in compliance with Charity Law. Looking forward, we aim to secure funding to continue and grow our service. In line with this, the Board designated reserves to employ a part-time fundraiser.

Our principal source of income remains the London Borough of Enfield's Schools and Children's Services, with whom we have a close relationship, in particular running the statutory SENDIASS.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Investment Policy

Investment objectives

The Charity has assets which are invested to provide unrestricted income.

The Charity seeks to produce the best financial return within an acceptable level of risk, which balances the likelihood of losses that may damage the Charity against the potential for benefit and a good return on investment. The Board will ensure it looks at the risk, ethical and time horizon factors in making investment decisions. It will also require regular reporting and monitoring of the investments to be submitted at board meetings.

In the previous reporting year, the Trustees took the decision to invest £74,000 of unrestricted reserves in to COIF Charities Ethical Investment Fund provided by CCLA and The Charity Multi-Asset Fund provided by Schroders. This investment has yielded £2,347 for the year.

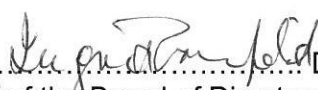
Reserve's policy and going concern

The reserves policy is to hold six months' running costs as free reserves. Free reserves are those funds not tied up in fixed assets or held as designated or restricted funds. Free reserves are held to ensure the continuity of educational services and, given the relative uncertainty of future funding and the long-term viability of the Charity, adequate funds are available to cover the running costs for six months.

Six months' running costs are calculated as £180,430. The Trustees and management are pleased that the reserves are at the desired level and have decided to use the reserves to invest in further services for our beneficiaries in the forthcoming year. The Trustees are of the view that EPC is a going concern.

This report has been prepared in accordance with the provisions in part 15 of the Companies Act 2006 applicable to companies subject to the small companies' regime.

Approved by the Board on Tuesday 20th July 2021 and signed on its behalf by:

Ingrid Cranfield  Director
For and on behalf of the Board of Directors

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Independent Examiner's Report to the Trustees of Every Parent & Child.

I report on the accounts of the company for the year ended 31 March 2021 set out on pages 14 to 24.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006
- the accounts do not accord with such records
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.



.....
Chartered Certified Accountant
TACTS Accountant, 81 Rayleigh Road, London N13 5QW

Date: 20/07/2021

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Statement of Financial Activities (including Income and Expenditure Account)

	Note	Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	2021	2020
		£	£	£	£
INCOME FROM:					
Donations and legacies		2,294	-	2,294	7,988
Charitable activities:					
Grants receivable	2	168,705	116,691	285,397	283,992
Release of provision no longer required		24,996	-	24,996	24,996
Other income		19,957	31,000	50,957	-
Investments	3	2,347	-	2,347	3,981
TOTAL INCOME		218,299	147,691	365,991	320,957
EXPENDITURE ON:					
Charitable activities:					
Enfield SEND IASS & IS (EPPS)		197,527	-	197,527	198,734
Family Support & Volunteering Service		4,656	-	4,656	9,782
Starfish		-	81,344	81,344	62,465
Transition & Preference Service		-	-	-	-
Training & Counselling Service			68,940	68,940	59,142
Governance		8,393		8,393	9,291
TOTAL EXPENDITURE	4	210,576	150,284	360,860	339,414
Net expenditure before gains on investments		7,723	(2,593)	5,130	(18,457)
Transfers between funds		(2,593)	2,593		
Net expenditure before(losses)/gains on investment		5,130	()	5,130	(18,457)
Net gains on investment assets	9	(13,935)	-	(13,935)	(26,878)
Net movement in funds for the year		(8,805)	()	(8,805)	(45,335)
Reconciliation of funds					
Total funds brought forward		257,599	-	257,599	302,934
Total funds carried forward	14	248,794	()	248,794	257,599

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Balance Sheet

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	8	-	232
Investments	9	54,268	68,203
Total fixed assets		54,268	68,435
Current assets			
Debtors	13	50,686	9,209
Short term deposits		-	-
Cash at bank and in hand		227,376	285,801
Total current assets		278,062	295,010
Creditors: Amounts falling due within one year	11	(83,536)	(105,846)
Net current assets		194,526	189,164
Total assets less current liabilities and total net assets	10	248,794	257,599
The funds of the charity:			
Unrestricted funds			
General funds		96,546	115,351
Designated funds		152,248	142,248
Total unrestricted funds		248,794	257,599
Restricted income funds			-
Total charity funds	14	248,794	257,599

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies' regime.

Approved by the Board on 20th July 2021 and signed on its behalf by:

.....
Ingrid Cranfield
Director

.....
Sudipta Ghosh
Director

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Notes to the Accounts

1. Accounting policies

Basis of accounting

The accounts (financial statements) have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these accounts and have decided that the charity is able to continue as a going concern.

Income recognition

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably. Grant income received in advance of the period to which they are intended are deferred to that period.

Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that a settlement will be required, and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and is inclusive of VAT.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include independent examination fees and costs linked to the strategic management of the charity. Governance costs which cannot be allocated directly are apportioned on an appropriate basis.

Fund accounting

Unrestricted funds are grants, donations and other incoming resources receivable for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are grants, donations and other incoming resources which are to be used for specific purposes as laid by the donor. Expenditure which meets these criteria is charged to the fund.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. If the cost of a fixed asset is below £500 it is not capitalised.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

Depreciation is provided at rates calculated to write off the cost of each asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office furniture	20% straight line
Equipment	20% straight line
Computers	33.33% straight line

Investments

Fixed asset investments are included at market value. Any gain or loss on revaluation of disposal is included in the statement of financial activities.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

Short term deposits

Short term deposits are deposits with a maturity date of one year or less from the date of acquisition.

Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pension costs

The costs of the defined contribution arrangements are charged to the SOFA as incurred.

Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease

Continued...

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

2. Grants receivable

	Unrestricted	Restricted	Total 2021 £	Total 2020 £
Education Service				
Enfield SEND IASS (EPPS)				
London Borough of Enfield	115,500	-	115,500	113,013
National Children's Bureau	27,704	-	27,704	55,408
Community Fund	19,957	-	19,957	-
CAF		20,000	20,000	-
Clothworkers Grant		10,000	10,000	-
Active Youth Enfield		1,000	1,000	-
Training & Counselling Service				
NHS Enfield	4,160	21,843	26,003	24,442
PIP UK	-	-	-	-
BBC CIN	4,276	17,105	21,381	27,486
Starfish Project				
NHS Enfield	-	-	-	8,500
National Lottery	17,066	77,743	94,809	-
	188,662	147,691	336,354	228,849

3. Income from investments

	Total 2021 £	Total 2020 £
Income from UK listed investments	-	3,553
Bank interest receivable	2,347	1,279
	2,347	4,832

All income from investments is unrestricted.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

4. Analysis of expenditure on charitable activities

	SEND Information Advice Support Service £	Volunteering Service £	Starfish £	Training & Counselling Service £	Governance £	Total 2021 £	Total 2020 £
Costs directly allocated to activities							
Staff costs	95,909	4,097	42,200	24,945	6,500	173,652	164,095
Volunteer costs	70				-	70	563
Training	-				-	-	1,396
Equipment & computer maintenance	26,235	476	1,713	7,180	-	35,604	3,833
Insurance	1,986		611	418	-	3,015	2,402
Subscriptions and books	1,887				-	1,887	799
Printing, postage and stationery	1,567	4	253	333	-	2,156	2,532
Telephone	1,337	78	14	254	-	1,684	1,067
Rent, room hire and services	17,067		954	4,459	85	22,565	20,685
Travelling				11	-	11	247
Independent Examiner's fee					1,100	1,100	3,500
Workshops	592		14,983	19,049	-	34,624	24,615
Miscellaneous	140		131		710	981	490
Professional fees					-	-	-
Depreciation	232				-	232	232
	147,023	4,656	60,859	56,649	8,393	277,579	226,456
Analysis of support costs(management)							
Staff costs - finance and administration	36,444	-	15,185	9,111	-	60,740	85,471
Volunteer costs	-	-	-	-	-	-	709
Training	-	-	-	-	-	-	653
Equipment and computer maintenance	2,146	-	894	536	-	3,577	1,058
Insurance	298	-	124	75	-	497	613
Subscriptions and books	-	-	-	-	-	-	638
Publicity and Fund Raising	4,500	-	1,875	1,125	-	7,500	2,007
Postage, printing and stationery	110	-	46	27	-	183	403
Telephone	16	-	7	4	-	26	158
Rent, room hire and services	522	-	217	130	-	869	8,801
Travelling	-	-	-	-	-	-	135
Workshops	-	-	-	-	-	-	3,280
Miscellaneous	1,482	-	60	36	-	1,579	291
Professional fees	4,986	-	2,078	1,247	-	8,310	8,741
	50,504	-	20,486	12,291	-	83,281	112,958
Total expenditure	197,527	4,656	81,344	68,940	8,393	360,860	339,414

Support and governance costs are apportioned to charitable activities on a consistent and rational basis.

Continued...

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

4. Analysis of expenditure on charitable activities *(continued)*

	2021 £	2020 £
Staff costs:		
Salaries and wages	179,001	227,204
Social security costs	13,301	11,323
Pension costs	10,136	10,864
Staff travel, training and recruitment	-	175
	202,438	249,566

No employee earned £60,000 or more per annum.

The average number of employees during the year was 10 and the average number of full-time equivalent employees was 6.

The trustees received no remuneration, and no expenses were reimbursed to them.

The average number of volunteers during the year was 51.

5. Related party transactions

There were no related party transactions that require disclosure during the year.

6. Net expenditure for the year

	2020 £	2020 £
This is stated after charging:		
Depreciation	232	231
Independent Examiner's fee	1,100	3,500

7. Taxation

The charity has no corporation tax liability because income from its activities is in pursuance of its charitable objectives and all income is applied for charitable purposes.

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

8. Tangible fixed assets

	Office furniture £	Equipment £	IT/Computer equipment £	Total £
Cost				
At 1 April 2020	8,088	1,622	8,779	18,489
At 31 March 2021	8,088	1,622	8,779	18,489
Depreciation				
At 1 April 2020	7,856	1,622	8,779	18,257
Charge for the year	232	-	-	232
At 31 March 2021	8,088	1,622	8,779	18,489
Net book value				
At 31 March 2021	-	-	-	-
At 31 March 2020	232	-	-	232

9. Investments

	2021 £	2020 £
Listed investments		
UK unit trusts:		
Acquisitions at cost	68,203	95,081
Net gains during the year	(13,935)	(26,878)
Value at end of year	54,268	68,203

All investments are held in unrestricted funds.

10. Debtors

	2021 £	2020 £
Prepayments	2,215	1,833
Other debtors	48,471	18,304
	50,686	20,137

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

11. Creditors: amounts falling due within one year

	2021	2020
	£	£
Deferred income (note 12)	40,316	40,316
Other creditors and accruals	43,714	62,058
Taxation and social security	(494)	3,472
	<u>83,536</u>	<u>105,846</u>

12. Deferred income

Balance at 1 April 2020	40,316
Amount released to incoming resources	(40,316)
Amount deferred in period	40,316
Balance at 31 March 2021	<u>40,316</u>

Deferred income comprises grants received in advance of the period to which they are intended.

13. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed assets	54,268	-	54,268
Current assets	278,062	19,957	278,062
Current liabilities	(83,536)	-	(83,536)
Net Assets at 31 March 2021	<u>248,794</u>	<u>19,957</u>	<u>248,794</u>

Continued...

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

14. Statement of funds

	At 1 April 2020	Incoming resources	Outgoing resources	Transfers	At 31/3/2021
Unrestricted funds					
General funds	115,351	198,342	(87,264)	(129,884)	96,546
	<u>115,351</u>	<u>198,342</u>	<u>(87,264)</u>	<u>(129,884)</u>	<u>96,546</u>
Designated funds					
Management team structure	62,014		(62,014)	67,014	67,014
Admin support for EPC	19,495		(19,495)	19,495	19,495
Volunteer Co-ordinator	11,539		(11,539)	11,539	11,539
Website, IT maintenance & marketing	15,150	-	(15,150)	15,150	15,150
Rent	29,050	-	(29,050)	29,050	29,050
Fundraiser	5,000	-	-	5,000	10,000
Total designated funds	<u>142,248</u>	<u>-</u>	<u>(137,248)</u>	<u>147,248</u>	<u>152,248</u>
Total unrestricted funds	<u>257,599</u>	<u>198,342</u>	<u>(224,512)</u>	<u>17,364</u>	<u>248,794</u>
Restricted funds					
Training and Counselling Service	-	89,905	(68,940)	(20,965)	-
Starfish	-	77,743	(81,344)	3,601	-
Total restricted funds	<u>-</u>	<u>167,648</u>	<u>(150,284)</u>	<u>(17,364)</u>	<u>-</u>
Total funds	<u>257,599</u>	<u>365,991</u>	<u>(374,796)</u>	<u>-</u>	<u>248,794</u>

Designated funds

The directors have earmarked funds for particular purposes and these designated funds are shown above.

-Management Team Structure fund is to provide for any shortfall in management salaries.

-Admin support for EPC fund is for an admin worker to support EPC's structure.

-Volunteer Co-ordinator fund is to provide a post to support all EPC's volunteers.

-Website, IT maintenance & marketing fund is to provide support for EPC's website development, provision for new IT equipment and publicity.

-Rent fund is to provide for rent not funded by incoming resources.

Fundraiser is to provide for the salary of staff engaged in fundraising.

Continued...

Every Parent & Child

Notes to the Accounts

For the Year Ended 31 March 2021

- Starfish project aims to enable children to develop their communication, narrative, social and educational skills.
- SEND Service is to provide help to parents and children to convert Special Educational Statements to Education, Health and Care Plan.
- Counselling Service is to provide counselling sessions for parents whose children are in receipt counselling sessions.

Restricted funds

- Training and Counselling Service is to provide counselling sessions for children and young people between the ages of 5-18.
- Mentoring - service to provide mentoring programme to selected Primary and Secondary Schools around the area.

15. Pension costs

The charity participates in defined contribution arrangements for members of staff. The employer contribution rate is 6% and the cost for the year was £10,864. There was no outstanding amount at the year end.