

St Edward's School Club Annual Report 2024.25

Registered Charity – 1121617

Our Lady & St. Edward's Catholic Primary School
Lightfoot Lane
Fulwood
Preston
PR2 3LP

Trustees

Nicola Kippax	Chair	(School Governor)
Hazra Musa	Secretary	(School Club Admin Staff)
Karen Woods	Treasurer	(Headteacher)
Rachel Dixon		(Parent)
Inayah Abdullah		(Parent)
Richard Jennings		(Parent)

Structure, Governance and Management

St. Edward's School Club became a registered charity in November 2007. It is managed by an Executive Committee made up of the Trustees and volunteers. These are elected on an annual basis at the AGM, which is held in January. All parents of children attending the club are eligible to become members of the committee.

The Constitution of the Club was approved on the twenty ninth day of January 2007

The Executive Committee have met once every school term, in accordance with the Constitution.

Financial Review

A copy of the Club's audited accounts is attached.

The Charity's only source of income in 2024/25 was the fees paid by parents of children who attend the club.

During this financial year the club accounts show a deficit of £35,955

The Club policy with regard to reserves is to maintain these at a level not exceeding £10,000 (ten thousand pounds). This sum is held in an interest paying deposit account.

These reserves are held to cover an emergency, such as a sudden decline in demand for places, where income would not match expenditure. Interest from this account and any end of year surplus from the current account are used to improve facilities within the club and the school. In 2024.25 the club did generate a deficit of £35,955.

Objectives and Activities

The Charity's objectives are:

- (A) TO PROVIDE THE NECESSARY FACILITIES FOR THE DAILY CARE, RECREATION AND EDUCATION OF CHILDREN DURING OUT OF SCHOOL HOURS
- (B) TO ADVANCE THE EDUCATION AND RECREATIONAL FACILITIES.

During the financial year 2024.25 the club has provided care facilities within the school for 164 pupils who are registered with the club. During morning sessions, a maximum of 40 pupils are catered for and

an average of 36 attend. After school a maximum of 60 attend and it is unusual for attendance to drop below 50.

Children enjoy a wide range of sporting, craft, play and ICT activities as well as support with homework. During the afternoon sessions they are provided with a snack, usually, toast or sandwiches, fruit and a drink. In the morning sessions, the children can have breakfast if the parents request this. Throughout the year the Charity has continuously updated and replenished resources but no major capital investment in facilities or equipment has taken place.

Administrative Information

The School Club has been managed on a day to day basis by two paid supervisors:

Miss Gemma Catterall
Mrs Kalpana Patel

Morning Supervisor
Afternoon Supervisor

The Headteacher of Our Lady & St. Edward's School, Mrs Woods, is the responsible person, who has overall responsibility for the School Club. This is a voluntary role.

The Club is staffed by paid qualified and unqualified assistants, many of whom are also employed in Our Lady & St. Edward's School as Teaching Assistants and Welfare Assistants.

The Charity Bank accounts are held with the NatWest Bank, 97 Fishergate, Preston, PR1 2AE

The Club is registered with the Out of School Alliance and is insured with Morton Michel, child care specialists.

Trustees and members of the Executive Committee are inducted and trained as part of their termly meetings.

The Charity works in very close consultation with Our Lady & St. Edward's School, to mutual benefit.

This report was approved by the Executive Committee at their meeting on January 14th 2026.

St Edwards
School Club

Examiners Report

Year ended 31 March 2025

Independent Examiner's Report to the Trustees of St Edwards School Club

I report on the accounts of the charity for the year ended 31 March 2025 which are set out in the following pages.

Respective responsibilities of trustees and examiner

The charities trustees are responsible for the preparation of the accounts in accordance with the term of the Charities Act 2011.

The charities accounts do not require a full audit, they are required to be examined from a person who is independent from the day to day running of the charity.

It is my responsibility to examine the accounts and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My 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 seeks explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1 Which gives me cause to believe that any material respect the requirements:

- * To keep accounting records
- * To prepare accounts which accord with the accounting records

have not been met, or

2 To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

James McGuire
27 January 2026

St Edwards School Club
Statement of receipts and payments
for the year ended 31 March 2025

Charity no

1121617

	2,025	2,024
	£	£
Receipts		
Fees	68,003	84,798
Interest	148	139
	<u>68,150</u>	<u>84,937</u>

Payments

Wages	79,291	29,332
Materials, consumables, & refreshments	8,812	2,663
Equipment	1,717	2,527
Refurbishments	0	768
Rent	8,815	1,763
Insurance	365	352
Subscriptions	0	200
Administration costs	20	2,132
Other	5,085	334
	104,105	40,071

Surplus/(deficit) for the year	<u>-35,955</u>	<u>44,866</u>
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Summary

Balance at April 2024	88,337	43,471
ADD/LESS (deficit for the year)/surplus for the year	<u>-35,955</u>	<u>44,866</u>
Balance at 31 March 2025	52,382	88,337

Being:

Current account	41,748	77,850
Deposit account	<u>10,635</u>	<u>10,487</u>
	<u>52,382</u>	<u>88,337</u>

KM Woods.
Karen Woods - Trustee

14/1/26
Date

St Edwards
School Club

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