



**Friends of Phoenix Special School**

**FOPSS**

**Friends of Phoenix Special School (FOPSS)**

**ANNUAL REPORT**

**2024/2025**

**Prepared By**

**Jason Patefield**

**Corrina Ewbank**

**Jennifer Woodrow**

**Becky Day**

## INTRODUCTION

Friends of Phoenix Special School (FOPSS) was officially formed in 2010, when an official Constitution was adopted.

The objects of the charity were agreed

- To advance the education of the pupils at The Phoenix School, Keighley, by providing and assisting in the provision of education, recreational and other charitable facilities/activities not required to be provided by the local education authority at the school.
- To support children with special needs and their families/carers by the provision of education and play facilities, activities, outings and events including care and support and information in particular but not exclusively by the provision of holiday Stay and Play sessions.

The Committee consist of stakeholders including staff, parents/carers and volunteers from the school.

CHAIR – Jason Patefield

TREASURER – Corrina Ewbank

SECRETARY – Christine Daly

TRUSTEES – Jennifer Woodrow, Becky Day

FOPSS is registered with the Charities Commission and is officially recognised as a registered charity – reg No 1144971

## FINANCIAL SUMMARY

The total income to 30<sup>th</sup> September 2024 was £99,611.22 the major source of funding was from fundraising from events, grants and donations from individuals and organisations. Included in the above we also received financial grants from Bradford Council for House Hold Support Fund and Holiday Activities Fund.

Proceeds from events £15,256.77

Stay & Play and Grants £79,553.58

Stay & Play Income £4,800.87

The total expenditure for the 12-month period was £98,214.79 the charity provided funds to provide food hampers to families and people who were in need of support.

We have been able to provide face to face services to all our families and our holiday play scheme has run during all the school holidays, we have managed supported residential trips to Nellbank and a trip to London where children were given the opportunity to see The Lion King, we have paid for touring theatre productions for all children in the school to watch.

The remaining balance to carry forward to next year is £36,650.08

## HIGHLIGHTS & ACTIVITY

Charitable Objectives achieved

Friends of Phoenix hold regular meetings where parent/carers and staff are encouraged to have a more involvement to continue the fund-raising efforts of the group.

We have managed to hold our Summer and Winter Fairs as normal face to face with parents and the public.

We have had many donations from local companies of raffle prizes, vouchers, food/drink that has boosted our fund-raising efforts and kept our overheads low.

Parents still actively support each other via the support network via social media; where parents can all talk interact with one another.

Grants were secured to enable the running of the Stay and Play holiday scheme, where children with additional needs and their siblings can come and play in an environment that is appropriate and safe.

This enables families to come together to interact and feel supported.

We have had several donations and grants from companies including Bradford Council, Keighley Town Council, HAF, HSF. National Lottery, Keighley and Worth Valley Community Partnership and Morley Glass

## SUMMARY

We have had a great year, where we were able to open fully to all the families that rely on our service. It has been fantastic seeing all the families return and enjoying themselves.

We are such a small group of people and the support everyone gives is outstanding.

These people are dedicated to ensure that the charity continue to support the school and the ever so popular play scheme in the holidays.

One of our aims for the next year it to recruit more volunteers and parents who can join our group.

Without the support from these people, we would not be able to fundraise, fill out grant forms and organise the collection of raffle prizes.

We also would like to mention all the parents and carers who normally attend the events.

Jason Patefield – Chair Person

A handwritten signature in blue ink, appearing to read 'J Patefield', located below the printed name.

## Trustees Report

Friends of Phoenix School (FOPS) was established in 2010. It consists of volunteers that are mainly parents attending Beckfoot Phoenix Primary Special school or parents of former students. They volunteer their time to assist with fund raising ideas and implementing those ideas in the form of event preparation and assisting during these events. FOPS holds regular meetings and parents of students currently attending the school are also invited to attend and join the team.

This year we have helped funding the residential trips to Nellbank and the trip to London where children experienced the Lion King show.

FOPS is a well-managed charity that acts within the guidelines, the trustees have no concerns with how the charity operates and is managed. All Trustees are aware of the activities of the charity and do what they can to assist with fundraising one example of this was helping the Summer and Winter fairs.

Through self-raised funds and grants obtained from various sources FOPS has been able to provide some amazing facilities within the school, this includes Stay and Play and sensory days which are provided during school holidays,

FOPS has been able to assist families and individuals who are in need by providing food hampers and helps by providing free places at Stay and Play and Sensory days, more recently opening free places to parents of SEN children within the school for both events.

During these events children are exposed to many activities including access to a climbing wall, being able to interact with a variety of animals and at the end of summer a fun fair as well as other activities.

Jennifer Woodrow



Becky Day



FRIENDS OF PHOENIX - BALANCE OF ACCOUNTS

30th September 2024 - 30th September 2025

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
<b><u>Receipts</u></b>			
General	£15,256.77		£15,256.77
Grants HSF/HAF/S&P	£79,553.58	£0.00	£79,553.58
Stay & Play Income	£4,800.87	£0.00	£4,800.87
<b>Total Receipts</b>	<b>£99,611.22</b>	<b>£0.00</b>	<b>£99,611.22</b>
<b><u>Payments</u></b>			
General	£48,521.86		£48,521.86
HSF/HAF/S&P	£49,692.93		£49,692.93
<b>Total payments</b>	<b>£98,214.79</b>	<b>£0.00</b>	<b>£98,214.79</b>
<b>Net receipts / (payments)</b>	<b>£1,396.43</b>	<b>£0.00</b>	<b>£1,396.43</b>
<b>Balance brought forward</b>			<b>£35,253.65</b>
<b><u>Balance carried forward</u></b>	<b>£1,396.43</b>	<b>£35,253.65</b>	<b>£36,650.08</b>

Approval of the accounts

I can confirm I have prepared these accounts and they are a true and accurate copy

Signed:  Name: Corrina Ewbank Date: 15/09/2025

Signed:  Name: Janet A Bates CSBM/IAMD Date: 2/10/2025

I confirm that I audited Friends of Phoenix accounts for the 30 September 2024 -30 September 2025 on the 2 October 2025 and they are a true and accurate record and there were no issues with said accounts

Janet A Bates CSBM/IAD

2 October 2025



## Receipts and payments accounts



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For the period from	Period start date	To	Period end date
	1st October 2024		30st September 2025

### 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 £	Last year to the nearest £
<b>A1 Receipts</b>					
General	-	15,257	-	15,257	-
Grants HSF/HAF/S&P	-	79,554	-	79,554	-
Stay & Play Income	-	4,801	-	4,801	-
	-	-	-	-	110,692
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total (Gross income for AR)</i>	-	99,611	-	99,611	110,692
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<i>Total receipts</i>	-	99,611	-	99,611	110,692
<b>A3 Payments</b>					
General	-	48,522	-	48,522	-
HSF/HAF/S&P	-	49,693	-	49,693	-
	-	-	-	-	113,906
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	98,215	-	98,215	113,906
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<i>Total payments</i>	-	98,215	-	98,215	113,906
<i>Net of receipts/(payments)</i>	-	1,396	-	1,396	3,214
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<i>Cash funds this year end</i>	-	1,396	-	1,396	3,214

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	-	-	-
		OK	Agreement Error	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Jennifer Woodrow	02/10/2025	
		Rebecca Day	02/10/2025	