

**PORTSMOUTH  
DOWN SYNDROME  
ASSOCIATION**

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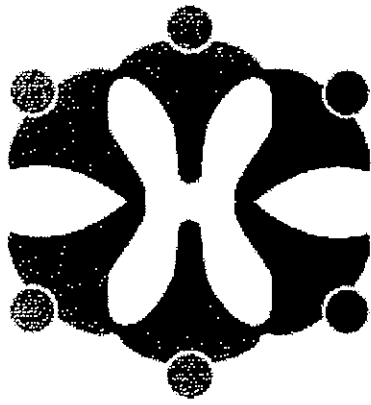
**Unaudited Financial Statements  
Year ended 31 March 2023**

Leonard Gold Chartered Accountants

# **Portsmouth Down Syndrome Association**

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# PORTSMOUTH DOWN SYNDROME ASSOCIATION

## **Portsmouth Down Syndrome Association Trustees' Report and Financial Statements for the Year Ended 31 March 2023**

The trustees submit their Annual Report and the Statement of Financial Activities and Balance Sheet for the year ended 31 March 2023.

### **Portsmouth Down Syndrome Association**

Also known by the working name Portsmouth DSA

Formerly known as Portsmouth Down Syndrome Support Group and Portsmouth Down Syndrome Association (Footprints)

**Registered Charity Number:** 1147355

**Registered Address:** Unit 1, Aspen House, Airport Service Road, Portsmouth, Hants PO3 5RA

### **Board of Trustees:**

Rachael Ross MBE - Chair (Director of Fundraising & Education/Training, School Advisory Service and Training Director, Community Liaison – business, health, education)

Ken Ross – Vice-chair (Development Officer, Fundraising, Community Liaison)

Helen Nelson – Treasurer

Kate Allen – Charity Secretary

Simon Brock – Trustee

**Bank:** HSBC, Commercial Road, Portsmouth, PO1 1EP

**Independent Examiner:** Mr A Chapman  
Leonard Gold Chartered Accountants, 24 Landport Terrace,  
Portsmouth PO1 2RG

**Patrons:** We are very honoured to have the support of some wonderful individuals who lend their support to the charity and help us raise awareness.

- Professor Sue Buckley OBE - world leading expert in education and development for children with Down syndrome, and renowned Chief Scientist of Down Syndrome Education International
- Emma Barton (Actor)

# **Portsmouth Down Syndrome Association**

- Scott Heffield (Adventurer and TV Presenter)
- Tim Treloar (Adventurer and TV Presenter)
- Liam Bairstow (Actor)
- Tommy Jessop (Actor)
- Gregory Jones KC and Alderman in the City of London

## **Introduction**

Portsmouth Down Syndrome Association is an award-winning charity, and we are very proud to have received royal approval for our 'exemplary work'.

Formerly established in May 2009, Portsmouth Down Syndrome Association is committed to improving the lives of individuals across the South of England and beyond. We know our young people can succeed when given the opportunity with the right support, and we believe they deserve the same opportunities and right to be included and experience success as their peers.

Portsmouth DSA provides a range of some of the best specialist services in the UK supporting development and education and offers training to assist families and professionals in providing effective support from the point of diagnosis.

Our services are the only fully comprehensive and progressive services in the UK supporting the child's education and development from diagnosis through to young adulthood with training to assist families and professionals in providing direct and effective support to improve outcomes. We teach children the skills they need to reach their developmental milestones, succeed at school, and become valued and productive members of their communities. Services are provided at no charge to the community as we want to remove all financial barriers to access.

Portsmouth DSA works hard to raise awareness, champion inclusion, and celebrate diversity in all areas. Life-expectancy and life in general is gradually improving for people with DS however, awareness in the community, provision and regulations have not kept pace with this progress due to lack of representation and interest at governmental levels and individuals continue to experience discrimination and exclusion on daily basis. We strive to readdress the balance and promote equality for all by equipping individuals & families with the knowledge & skills they need to succeed in all areas, by raising awareness in all sectors of society & sharing the skills and knowledge required to enable meaningful inclusion. When children with Down syndrome are given opportunities to participate and be fully included, the whole community benefits.

Our activities continue to be very well received by parents and professionals, our services capacity is full, and we continue to operate waiting lists due to high demand. Membership has continued to steadily rise, and with careful planning we have been able to cater for all our new families' needs. We have once again seen an increase in the number of prospective parents with a diagnosis making contact and also the number of families with a new baby making contact has risen, and as a first point of contact they have been put in touch with our excellent Family Liaison Team.

# Portsmouth Down Syndrome Association

## Governance

### Governing Document

Portsmouth Down Syndrome Association is governed by a constitution adopted on 16<sup>th</sup> November 2011 which has been approved by both HMRC and the Charity Commission.

### The Board of Trustees

The Board of Trustees of Portsmouth Down Syndrome Association has overall responsibility for the charity's activities and finance. There are currently five dedicated and experienced trustees working either full time or part time on behalf of the charity, three of whom are parents of a child with Down syndrome.

The **Chair of the Board** and charity co-founder **Rachael Ross MBE**, previously served on the Board of Trustees for Down Syndrome Education International for over five years, as well as on additional educational boards. Rachael has experience of governance, fundraising, and issues concerning Down syndrome at a local and national level. As a qualified English, Geography and Drama teacher, and parent of a child with Down syndrome, she created the national reading scheme 'Up for Reading' for DSEI which was endorsed and supported by over 100 the UK's top publishers and leading authors and helped to raise the profile of Down syndrome across the UK. Her educational and awareness articles have also been featured in national and regional education publications.

Rachael is also a Founding Officer for the **National Down Syndrome Policy Group** acting as Secretariat to the **All-Parliamentary Group on Down Syndrome**, and she is BAFTA's joint first Accessibility and Inclusion Patron.

In recognition of her sustained contribution to education and Down syndrome, Rachael was awarded The Points of Light Award in 2015, The Portsmouth Civic Award in 2018 and was honoured with an MBE for 'Services to Education and Down Syndrome' in 2019. Rachael was honoured by HM the Queen, with a Platinum Champions Award in 2022 and was selected as one of the top 68 exemplary volunteers in the UK.

Rachael **oversees the smooth running of the charity** and is the **Director of Educational Services**. She is the **Nursery, Schools and Further Education Advisory and Training Service Manager**, co-ordinates the **teenage social activity evenings**, and is also the charity's **Director of Fundraising**. She is a Founding Trustee for the National Down Syndrome Policy Group acting as Secretariat to the All-Parliamentary Group on Down Syndrome, and has been elected BAFTA's joint first Accessibility and Inclusion Patron.

The charity's Vice-Chairperson **Ken Ross** is the charity's **Development Officer**. He has worked as an entrepreneur predominantly in the real estate and film sectors. He is also a Founding Trustee for the National Down Syndrome Policy Group acting as Secretariat to the All-Parliamentary Group on Down Syndrome, and BAFTA's joint first Accessibility and Inclusion Patron. Ken is also the Director and Chair of the South East Hants Special Olympic Team. Ken has significant experience in working with national bodies to provide solutions within his areas of expertise with a particular focus on learning disability inclusion within the Arts and real estate sectors, as well as working with various 'think tanks'. Ken has been honoured by HM the Queen, with a Platinum Champions Award and was selected as one of the 70 exemplary volunteers in the UK.

# Portsmouth Down Syndrome Association

**Helen Nelson** is the charity Treasurer. Helen has been PDSA's bookkeeper for several years and continues to be an enthusiastic volunteer supporting our events and fundraisers. She comes from a senior banking background, bringing knowledge and expertise to the role.

**Kate Allen** is Charity Secretary. Kate was a former trustee with Down Syndrome Education International. She comes from a marketing background and has a wealth of experience of being a part of a wide range of committees and is also chair and trustee of her local village hall. She is also a committee member for Down Syndrome Swimming GB. Kate has a daughter with Down syndrome Lizzie, who has been a member of Portsmouth DSA since inception, and who swims for the Down Syndrome Swimming GB squad achieving world record holder status, as well as winning multiple medals.

**Simon Brock** comes from a senior banking background and brings his expert knowledge of business and finance to the charity.

Most board members carry out various managerial and administrative responsibilities as 'professional volunteers' in addition to their trustee role.

## Management Team

Charity Manager **Alice Osborne** Alice is a social worker by profession and has worked in the field of disability for over 18 years, becoming a member of the charity six years ago after her son Ted was born. She worked as a volunteer for several years before taking on the role of **Charity and Community Manager**. She continues to manage our membership, welcome new families and lead our community liaison team, in particular educating health professionals to effectively support new families.

At Portsmouth DSA we fully recognise the positive impact regular social opportunities have on our families. Our events officer **Stacey Brooks** was a long-standing volunteer on the events team before stepping up to take over the role of **Events Manager**. Stacey now plans and organises a wealth of exciting social opportunities and events for our members, supported by our charity volunteers, as well as co-ordinating the junior social activity evenings.

**Catherine Crook**, co-founder of Portsmouth DSA, has been actively volunteering for the charity since inception. She is also the charity's **Social Communication Group Manager**, making sure that our communication sessions run seamlessly throughout the year.

Lucy Field, co-founder of Portsmouth DSA, has been actively volunteering for the charity since inception. She is also the charity's **Centre Admin Manager**, ensuring our centre runs smoothly.

The board and management team is actively supported by a strong collective of charity practitioners, the Parent and Community Liaison Team, the Events Team and the Social Media and IT team, as well as additional member volunteers and individuals from the community, all of whom provide valued support for the charity.

# Portsmouth Down Syndrome Association

## Awards and Acknowledgements

### Freedom of the City of Portsmouth

We were delighted to have been awarded the prestigious **Freedom of the City of Portsmouth** by the Lord Mayor this year, for our 'phenomenal support for the community and to recognise dedication, self-sacrifice, skill and hard work by those who supported the community during the COVID pandemic'

Three of our members also received national recognition for their 'outstanding' and 'exemplary' work in their communities. In June 2023 Rachael and Ken were recognized as two of 70 **Platinum Jubilee Champions** with medals presented by King Charles and Queen Camilla. We were also delighted that Charity Manager Alice was recognised as a **Coronation Champion** this year by Queen Camilla. Charity ambassador Max also received the Portsmouth Inspirational Men's '**Inspiring Young Man Award**'.

### The Queen's Award – the MBE for Charities

**Portsmouth DSA is very proud to have royal approval.**

It is always wonderful when the charity receives recognition for the hard work and achievements of its governance team, practitioners, volunteers and members.

We were greatly honoured when Portsmouth DSA was awarded the **Queen's Award** for outstanding service in 2021. This award is the equivalent of the MBE for charities; the highest accolade for exemplary service for charities, which is awarded for life. The Deputy Lord-Lieutenant who nominated us let us know that we were selected from thousands of organisations, and the national judges were immensely impressed with our 'exceptional' work.

Charity Chairperson Rachael Ross MBE says, *"We are extremely proud that the work of our outstanding team has been recognised by Her Majesty the Queen, and that our charity now has Royal Approval. Our volunteers work very hard, but it's hugely rewarding, and we never fail to be amazed by all the children can achieve. This award is a tribute to the dedication of our brilliant team of trustees, our wonderful families, and the local community whose collective efforts and support have helped to make a real and positive difference to the lives of children with Down syndrome."*

We were furthered honoured by **HM the Queen** and the **Royal Voluntary Service** with **The Queen's Covid Special Recognition Award 2021** nominated by the **Lord Lieutenant of Hampshire** for outstanding work for the community during the COVID pandemic.

### Additional Awards and Acknowledgments

We were very proud to win the **Shaping Portsmouth Education Award 2020** for our outstanding contribution to the field of education in the region. We were also thrilled to win the **Persimmon Homes Best Educational UK Charity Award** in 2019, beating over 3,500 national & local charities to the accolade and securing a substantial grant of £100,000 towards our new centre.

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Trustee Rachael, and former trustee Lucy have previously been awarded the **Points of Light Award** by former PM, David Cameron, in recognition of outstanding charity work. Rachael was also awarded the prestigious **Portsmouth Civic Award** for Services to Education and Down Syndrome in 2018, presented by the Lord Mayor of Portsmouth. In 2019 the charity's work was further spotlighted when Chairperson Rachael was made an **MBE** by the Queen for services to education and the field of Down syndrome. Portsmouth DSA was also a runner up in the **National Diversity Awards**.

These awards reflect the hard-working community at Portsmouth DSA. They have helped to increase awareness about Down syndrome and have also raised the profile of the charity which has in turn had a positive impact on fundraising and donations, and improved community relations.

## Objects

The charity's objects are set out in the charity's governing document:

- To offer support and social activities for families
- To preserve and protect the health and welfare of children with Down syndrome
- To advance the education of the medical profession and the public when appropriate about childhood disability

## Activities

Portsmouth Down Syndrome Association remains committed to improving the lives of children with Down syndrome and their families by providing invaluable support and friendship as well as essential services and training. We continue to directly support families, schools, education and health professionals in Hampshire and the surrounding counties of Dorset, West Sussex and Wiltshire, and we have continued to receive further requests for support and information from across the UK and internationally, from individuals, support groups, health and education professionals and a variety of organisations.

In the current economic climate, many families experience difficulties accessing specialist services, and we have continued to see a steady rise in families contacting our charity, particularly those living further afield as there are no Down syndrome support services in their areas. There has also been a notable rise in education professionals and particularly health and social care professionals making contact to ask for advice and support.

It is reassuring to see a rise in new support groups setting up, along with established groups expanding their range of specialist service, and we continue to signpost families to their closest support group if they have one and to relevant support services. Many of these alternative groups have used the PDSA services model and have asked for advice from our trustees and practitioners, and some have attended our sessions and training for guidance.

We are proud to be able to share our skills, experience and knowledge in such a positive way, and we actively encourage all support groups to do the same.



# **Portsmouth Down Syndrome Association**

This year we were once again been approached to support a family seeking asylum in the UK, and our volunteers have risen to the challenge, going above and beyond to ensure that individuals were warmly welcomed and continue to have the necessary resources and support they need.

Our social activities include coffee and information mornings, 'Learn and Play' sessions, social events, information sessions and our very popular seasonal parties.

We also provide a wide range of specialist health, social and educational services to families and related organisations across Portsmouth, Hampshire, surrounding counties and beyond. These activities usually include New Family Support Services, Baby Support Groups, Early Development Groups, Communication Groups, Social Communication Groups and an extensive Education Advisory Service for schools, nurseries and further education colleges. These services are progressive and comprehensive, starting from the point of diagnosis which increasingly can be prenatally, and provide support for the child and their family throughout their time in education.

Accompanying the services are specialist training packages which are often bespoke to meet the specific needs of our young people, parents and related professionals. This year we have been delighted to receive invitations to train a wide variety of professionals including teaching and support staff, doctors, maternity nurses and midwives, social workers, healthcare students, GPs and optometrists as well as parents and school students.

## **Specialist Services**

Portsmouth DSA provides the best and most extensive programme of free specialist social and educational support in the UK, delivered by leading experts in Down syndrome. It is a comprehensive and progressive package that starts from the point of diagnosis, and continues throughout childhood and beyond, offering support in all areas of social and educational need for young people, their families and related professionals.

## **Pre-natal and Post-natal Support**

We have found that developments in screening have led to an increase in pre-natal diagnoses, leading to an increase in the number of families and professionals contacting us at this time. Our Parent and Community Liaison Team offer support and information from the point of diagnosis for families and professionals.

## **Down Syndrome Specific Maternity Pathways**

After many years of campaigning, we were thrilled when 2 regional hospitals contacted us for advice about creating their first Down syndrome specific maternity pathways. We continue to work in positive partnership with these hospitals, and we are delighted that one of these pathways has now been approved and is ready to launch. We hope that these specific pathways will raise awareness in the medical community, combat measurably poorer

# Portsmouth Down Syndrome Association

maternity outcomes and higher rates of stillbirth for babies with Down syndrome, improve services for families, enhance the quality of care and help ensure clear and consistent support for families, with better life outcomes.

## Parent and Community Liaison Initiative



We are very proud of the links we have nurtured with hospitals, and health professionals, and Portsmouth DSA is very much the 'go to' organisation when advice is needed about Down syndrome specific interventions.

**Our Community Liaison Initiative** includes a comprehensive support system for new parents from the point of diagnosis. Our team make contact with new families in hospital, at home and or at our centre to answer any questions and offer advice and support. The team is also regularly working with midwives, nurses, paediatricians, GPs, social workers, portage workers and other relevant health

professionals to ensure they have the information they need to effectively support families and colleagues.

Our **Parent Welcome Pack** is distributed to maternity units and hospitals in the region and continues to be very well received by new families. World leading toy manufacturers **Jellycat** are also impressed with the pack and continue to support the initiative by donating a soft toy for each new family.

Supporting literature is distributed to health professionals including our '**Delivering a Diagnosis of Down Syndrome**' and '**Positive Language**' advising how best to deliver a positive diagnosis and what language is best to use when considering Down syndrome.

The programme also enables us to offer bespoke training to health professionals including our '**Down Syndrome Today**' training and to date our team has had the pleasure of delivering training to thousands of midwives, paediatricians, GPs, maternity nurses, health visitors, social workers and other related professionals.

The initiative continues to be a big success, families are now automatically sign-posted/referred to us by professionals, and we continue to receive excellent feedback from parents and health professionals about our initiative

*"After your amazing talk, I took the learning points back to my practice and we've updated our annual reviews for patients with Down syndrome. Already patients and relatives have given great feedback and we have picked up hypoparathyroidism in the first week in a new patient to our practice who had never had a review with his previous GP, so a massive thank you".  
(GP, Hampshire)*

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*"Portsmouth DSA have helped us immensely over the last year since we had our prenatal diagnosis. The support provided by their visits, alongside meeting families were without doubt the main reason we were able make the decision to continue with the pregnancy."*  
(PDSA Parent 2023)

*"If you're worried about getting a diagnosis you won't look back once you join Portsmouth Down syndrome Association. It's such an amazing place that does so much. They have really helped me to feel normal and understand it's ok to have the bad days as we've all been there. It's a family I never knew I needed."* (PDSA Parent, 2023)

*"PDSA provides wonderful personal and practical advice to children and their families, right from the point of diagnosis. As a group of paediatricians, we have also benefited from some fantastic teaching provided by the charity. Forging a closer link between medical staff and the PDSA will undoubtedly enhance the experience for young people with Downs syndrome."*  
James Hammond, Paediatric Registrar, Wessex

*"The PDSA guidelines are a great resource to help the neonatal team support the families in those wonderful and challenging first few days of life. 35 neonatal nursery nurses from the Thames Valley and Wessex Neonatal Network had the privilege of listening to PDSA representatives in a recent conference run by the Neonatal unit in Portsmouth. This session touched us all and had a very positive influence in the way we think about children with Down syndrome."* Susi Hill, Practice Educator, Neonatal Intensive Care Unit QAH

## Baby Support Groups

We continue to offer support from birth, at what can be a difficult time for new parents. The **Baby Support Groups** are delivered by our expert practitioners and provide advice and information for parents with infants aged up to 18 months. Parents are advised of the services and checks they should be receiving, what benefits to which they are entitled and support to complete application forms, they receive advice in all areas of development, and learn activities to practise at home to aid their child's development.



## Learn and Play Sensory Sessions

Our **Learn and Play Sensory Sessions** are for pre-school families and are designed to introduce stimulating play and learning environments with an emphasis on sensory play to activate the child's senses in a fun and relaxed setting. These sessions are supported by volunteers, meaning that our staff are free to chat with parents, offer advice and answer any questions they might have.

We received generous grants from the **Zurich Community Team** of £500 and a £500 **British Science Week** Grant for sensory equipment and educational and cause and effect toys.

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## Early Development Groups

Early intervention sessions have proved to be invaluable for our pre-school children, teaching them a wide range of skills to enable them to achieve their early developmental milestones, and help prepare them for school. The groups provide regular structured activities which cover areas such as speech and language, reading, cognitive development, early number work, social skills and fine and gross motor skill development. These sessions are provided monthly for the children who are under 24 months, and then increase to fortnightly. Parents and their associated professionals are also invited to attend termly twilight training sessions covering a range of relevant topics, which this year have included 'early numeracy skills', 'encouraging positive social skills and managing behaviour' and 'fine play and motor skills'. As well as parents, we encourage associated professionals to attend.

Specialist resources are utilised such as the **See and Learn Reading and Speech and Language materials**, and **Numicon** equipment. Parents are encouraged to continue activities with their children at home to increase effectiveness. The sessions not only benefit the children who take part, but also parents can experience new methods and resources which will support their child's development. Groups consist of only two to four children to enable maximum learning to take place.

We received two grants to help fund our EDGs this year. One for £2,500 from the **St James Place Foundation**, £2,500 from the RHS Spugin Charitable Trust and a further grant from the **Hants and Isle of Wight Community Foundation** for £5,000.

## Communication Groups

After struggling for the previous year to find a replacement Communication Group Speech and Language Therapist due to a shortage in the field, we were delighted to welcome Emily Harnett to deliver our monthly groups. Emily is Highly Specialist *Speech and Language* Therapist, working for Cognus Ltd with experience in supporting children with Down syndrome, and she proved very popular with our members. These groups are for school age children aged 4 – 11 on Saturdays delivered by an experienced Speech and Language Therapist. Groups consist of three or four children with a focus on interaction and communication skills, with targets and activities set to practise at home throughout the month. Interventional strategies are used to support all areas of development, and aim to improve speaking and listening, language, reading and social skills.

After just a few months, Emily was forced to step down from the position due to family issues, and we were very sorry to see her go.

Unfortunately, due to the continuing shortage of therapists, we have once again been unable to find a replacement to deliver these invaluable sessions. Our search continues.

## Social Communication Groups

The format for our **Social Communication Groups** for our senior members (aged 11 upwards) has evolved to consider their changing needs as they get older and have been extremely successful. These groups are larger, and more informal with a maximum of 10

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individuals. Parents are not present, and the young people take on more responsibility for their session; they set up the room and decide which topics they would like to discuss, they use iPads & iPhones, but the sessions continue to develop their speech, language, conversation and social skills in a safe environment.

These monthly groups are now led by our co-worker **Tracy Leason** after our speech and language therapist Grace Anstey stepped down to spend more time with her new family. Tracy has an abundance of experience delivering SALT programmes and has worked with children with DS and SEND in an educational setting.

This year we welcomed our new co-worker **Danni Francis** who works alongside Tracy. Danni has experience of working with young people with a learning disability and Down syndrome and is currently working as a part-time teaching assistant at Redwood Park Academy school whilst studying for a BA in Education, Special Needs and Disability at Chichester University. Danni has settled well into her new role, and both Danni and Tracy are well liked by the teenagers. The groups are still overseen by Leela Baksi (Symbol UK) specialist Speech and Language Therapist. The young people enjoy attending and the sessions and they have been a big success.

### Special Partnership with King Edward VI School – Our Buddy Initiative

We have developed strong links with many schools in the region including **King Edward VI School** who have been active supporters of our charity over past years, and who often take part in our Down Syndrome awareness celebrations each year.

We know that our young people often don't access the same social opportunities as their peers. We have been delighted to continue our exciting **buddying partnership** with some older students from King Edward VI School who join us for our Teenage Social Communication Group outings with the aim of developing friendships and social skills.

The partnership has been hugely successful so far, and the students and our teenagers have embraced the opportunity to engage with massive benefits to all taking part.

Outings have included swimming, donutting at the ski slope and a barn dance. It has been wonderful to watch the friendships developing throughout the year.

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The academic year's partnership ended in a successful summer camp at the end of August at King Edward VI School, where pupils and our teenagers took part in fun activities, and outings including trips to the zoo and a theme park.

### New Junior Age Buddy Initiative

We were delighted this year to be able to offer this same buddying experience to our junior age group. Activities are focused on the school site, and include sports, games and dancing. This new initiative has proved very popular and provides vital socializing opportunities for our juniors, particularly while our Communication Sessions are out of action.

We would like to thank Mark Miller and everyone at KES for working with us in partnership enabling us to provide such an exciting and unique opportunity for our teenagers.

*"I love going to Marwell Zoo and Paultons Park. I love making friends with Nadia and the others and doing things without mum and dad. I feel safe. I love spending time with my mates from PDSA & KES, we do really cool stuff and have fun." (PDSA Teenager)*

*"PDSA means I get to enjoy fun activities monthly with new friends, and I love seeing the enjoyment that every single person gets out of it. It was a wonderful experience I learned so much and made so many great friendships and happy memories - I can't wait for next summer!" KES Student*

We would like to thank Jody and **Percussion Play** for generously sponsoring our social communication group outings with their generous donation of £3,000, and for providing their lovely instruments for our summer party.

### The School, College and Nursery Education Advisory Service

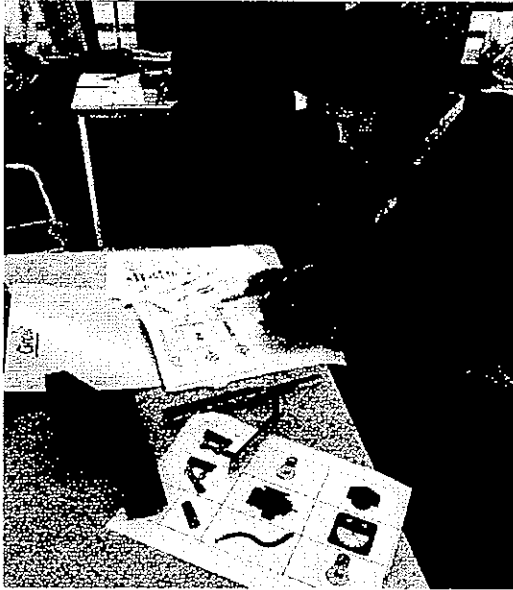
Portsmouth Down Syndrome Association has worked hard to establish and develop our flagship **School, College and Nursery Advisory Service**, which we believe it is now the best and most comprehensive example of its kind in the UK.

We currently support the successful inclusion of our members in over 100 educational establishments. We receive enquiries from non-member schools and schools in neighbouring counties as awareness about the service spreads. The service is in high demand, and we operate waiting lists.

This bespoke support service is a comprehensive package covering all aspects of education,

# Portsmouth Down Syndrome Association

assessment, development and inclusion, individualised to meet the needs of the child and school. The child is visited in the school setting once a term, and school staff and parents receive advice in all areas of development including successful differentiation and teaching strategies, individual assessment and target setting. An annual report is provided to support the child's educational needs in their Annual Review.



The package includes remote support for parents and staff throughout the year, as well as bespoke training and a trouble-shooting service to address any problems which might arise over the year.

As more of our children reach senior school age, service provision in this area is expected to grow rapidly which will impact on the charity's costs.

Whilst many primary schools have previously benefited from our support and have had experience of teaching a child with DS, this is largely a new area for many senior schools.

Careful consideration has been given to this, and the service has been adapted accordingly. The Senior Schools Advisory Package includes transition support, one full day visit a term,

with additional twilight training or feedback after the visit, and each new school also receives an additional training session at the start of the term, or just prior to this.

Several termly training sessions are also included in the outreach programme on a variety of relevant topics delivered by our expert practitioners or experts in the field of Down syndrome. This year, as well as our annual DS overview and learning profile training, we have featured topics including 'maths for life', 'behaviour and supporting friendships', 'scaffolding independent learning skills' and 'supporting speech and language across the curriculum' and we have equipped schools with useful resources, films and toolkits to facilitate inclusion.

All training is relevant and based on up-to-date and evidence-based research, and we are very pleased to say that our training evaluation sheets continue to be 100% positive.

This year, we made the decision to review our training model, and fully open up our training to a much wider audience. We were delighted when representatives from Hampshire County Council and Portsmouth City Council joined us for a variety of sessions. We have been delighted to have previously been joined by the SEND County Inspector, who attended our inclusion training. She was very impressed with the session and has since been actively recommending our services to schools.

Our chairperson and director of education Rachael was once again invited to contribute to the **Hampshire Inspection and Advisory Service SEND Publication** which was circulated to all schools in the county. Our guidance has also been featured in the national **Times Educational Supplement** with a circulation of 59,000 as well as online coverage.

## Portsmouth Down Syndrome Association

Having our work showcased in this way is a great opportunity for us to raise the profile of DS and the charity, and to spread our important message direct to schools and teaching staff who do not automatically receive the training they need to successfully include our children.

Feedback has continued to show that our Nursery Advisory Service and Nursery Twilight Training Service remains very popular with our pre-school parents and related professionals. Although the training takes place outside of working hours in the evening, the courses are always full. Again, feedback has been 100% positive.

The School, College and Nursery Service has provided an excellent PR opportunity for the charity and has helped us develop and maintain strong links with the school communities with many of these schools holding fundraising or awareness days on our behalf particularly during Down Syndrome Awareness Week in March. We have been able to offer schools a variety of resources for their awareness celebrations, including new PowerPoint assemblies for junior and secondary age groups.

The charity has previously invested time into exploring alternative accreditations and exam courses which are more suitable for our young people, will offer more choice and opportunities, and will allow them to achieve meaningful, recognised qualifications. In particular, we identified the **WJEC examinations** board portfolio of alternative qualifications known as the Entry Pathways.

The attraction of these qualifications for schools and pupils is that its prescribed content is more flexible allowing schools to more easily include a pupil in a GCSE class, and schools can more easily dual enter pupils for examinations. We have produced advice literature for parents and professionals about all the options available, and an explanatory training session for schools (and parents). Our practitioners have allocated extra time to work with the relevant schools, to explain more about the options available and to help them plan. Our schools have been keen to explore these alternative pathways and they have embraced our training and guidance. These alternative options have revolutionised exam possibilities for our teenagers and can also be of benefit to other pupils in the school community, and as our eldest cohort of pupils reach exam age, they are leaving school with GCSEs and more meaningful qualifications.

We were delighted to receive a donation of £2,200 from **Little Lives UK** to help us fund our school advisory service, and we are very grateful for their interest in our charity and their support.

### Our Practitioners

Our services are all delivered by experienced and highly qualified experts in the field of Down syndrome. This year we welcomed **Kate Milford** to take on the role of our new in-house education manager. Kate has more than twenty years' experience teaching in mainstream secondary schools, most recently as Assistant Headteacher and SENCo with responsibility for inclusion. In this role she has gained a wealth of experience, delivering training on a range of special educational needs and supporting teachers to differentiate their curricula. Kate has first-hand knowledge and experience of strategies which can be implemented to allow students with Down Syndrome to flourish both socially and academically, whilst also developing independent skills in preparation for adulthood. Kate has been an asset to the team.

**Allison Powell** has a background in secondary education, and further trained as a specialist advisory teacher with Down Syndrome Education International. Allison co-delivers our Junior and Senior School Advisory Service and training, is a recognised authority on the education of children with DS, formerly working with Ups and Downs, Southwest. Allison has worked hard to develop a training programme and supporting literature to advise schools and parents on



## Portsmouth Down Syndrome Association

alternative accreditations and exam pathways which best enable our young people to gain a wide range of recognised qualifications at school and our senior school pupils are reaping the rewards of this and are studying for and gaining meaningful qualifications enabling greater options at further education level.

**Becky Baxter** (LETS Go!, formerly Down Syndrome Education International) has over 20 years' experience of working with children with Down syndrome. She is also a qualified speech and language therapist, specialising in Down syndrome, and is the Chair of the Clinical Excellence Network for Down Syndrome. Becky co-delivers our Early Development Groups, Nursery and Infant School Advisory Service along with practitioners **Sarah Holton, Sam Wood, Tracy Nye and Kate Dale**. Becky and her team have been working with Portsmouth DSA since 2009.

Our Head Patron, **Professor Sue Buckley OBE**, is one of the foremost global experts in education and development for children with Down syndrome, and for well over 45 years, her pioneering work has been enabling children with DS to reach their full potential. Sue is always ready to offer her friendship and expert advice to the group.

We are fortunate and very excited to continue to work with some of the top educationalists and DS experts in the UK, and the world.

### Safeguarding

We take the issue of safeguarding our children very seriously. Trustees and service providers have been approved by the Disclosure and Barring Service (DBS) which has replaced the Criminal Records Bureau disclosure (CRB checks). Using the DBS update service, these records are checked regularly for any changes by our elected Safeguarding Officer who has attended safeguarding training and shared information with charity workers. Key charity staff and volunteers have also attended relevant training. We have a Safeguarding Policy with all relevant supporting documents and all trustees and relevant staff, practitioners and volunteers are familiar with this document and are aware of procedure should there be any concerns.

### Social Events and Parties

Many families with a child with a disability can feel isolated, so our social events and parties remain of key importance to provide families with opportunities to come together, have fun make friends and share experiences.

Events over the past financial year have included our very popular Easter party where children characters and received chocolate eggs donated by Asda, Sainsburys and Tesco and soft toys donated by **TY Toys** who have supported our event for many years, a spooky Halloween party and a very successful outdoor event at Fairthorne Manor where children were given the opportunity to take part in activities such as kayaking, archery and climbing. All our events are extremely popular and well attended. Our Christmas Party in December was another big success. Thank you to the representatives from the **Zurich** team who very generously donated £500 towards the gifts for the children which were hugely popular with our children, a to **One Stop** who once again donated £500 towards our celebrations.

## Portsmouth Down Syndrome Association

The **Events Team** once again excelled themselves with this event, making an amazing Santa's Grotto and hosting a fantastic party for the children.

The highlight of the year was without doubt our Summer Party. Hundreds of our members gathered at Jenny's farm to celebrate the Queen's Platinum Jubilee. After featuring on live TV on the Morning Live Show, our members enjoyed our 1950s themed celebrations with live music, stalls, fancy dress, bake off, races, Percussion Play instruments and barbecue in a beautiful farm setting. It was another great example of our wonderful community spirit. Thank you to Jenny Toomer at **Venthams Farm** for donating her wonderful venue, **Asda** and **One Stop** for their grants of £500 to help fund a superb celebration, and of course thank you to our fabulous volunteers.

### **VOLUNTEERS**

We encourage a community spirit within our membership, and a good percentage of our members volunteer either on a regular or ad hoc basis. We estimated that over 600 volunteers formed part of our cheer teams or supported our event over the **Great South Run** weekend, and families and the Events Team regularly volunteer to support collections and other charity activities. We have core volunteers who support regularly, but it would be lovely to see some new faces supporting our activities.

We have regular volunteers who help run our coffee mornings for parents and members of the community, and also an events team of volunteers who help plan and organise our many social and fundraising events. These teams have included members from the wider community, as well as parents. Their support has been invaluable, and this has allowed us to timetable extra awareness events and fundraisers with our charity partners this year. Our charity is largely run by volunteers, and we are very grateful to everyone for their support.

We were delighted when Portsmouth DSA received the **Queen's Award for Voluntary Service** this year academic year, and it is credit to our inspirational leadership team, many of whom are full and part-time volunteers themselves, and our wonderful army of volunteer supporters. We were also delighted to receive an additional **Special COVID Recognition** honour for our work during the COVID pandemic. Each volunteer received an individual Queen's Award certificate and a social covid recognition certificate, and this number included some of our teenagers with Down syndrome and their older siblings.

### **Fundraising, Awareness and Community Support**

We have been very successful in meeting our targets for fundraising once again this year due to our successful fundraising programme, and we have continued to maintain healthy reserves.

We have organised several fundraising events, including the **Great South Run** in October. The run takes place annually in Portsmouth, and we continue to take advantage of its location to make it one of our largest annual fundraisers. Numbers have not yet recovered to pre-COVID levels, but we had a large team of entrants in all runs totaling 222, and £52,198.88 was raised in sponsorship. This was a great PR opportunity to spread awareness about the charity to the wider community, and we received some very positive feedback from the organisers and members of the public. It was wonderful to see so many of our green charity vests, and

## Portsmouth Down Syndrome Association

some of our runners were featured on the local news and radio.

In particular, we were thrilled with the number of under 18s who turned out on the Saturday to support us, including many of our children, as well as athletes from the **SE Hants Special Olympic Team** who joined us for the 5k for the fourth year running. We also had a huge team of volunteers as usual who encouraged runners at various cheer points around the course. We were certainly the best represented charity there on the day once again. The weekend was a huge success and saw sponsorship funds generated **£52,000** in gross sponsorship.

We were very grateful to the **Rapid Relief Team** who provided free hot food and refreshments to hundreds of children, families, runners and supporters on Saturday, and to the **Great South Run organisers** who once again donated a free marquee for our families on Saturday.



We have worked hard over the years to nurture strong links with our community, and support from the business community has continued to be good, although we are still feeling the impact of COVID and the cost-of-living crisis on donations, and many businesses, including supermarkets, have withdrawn their usual charity community schemes which have been of benefit to us in previous years.

We have enjoyed charity partnerships with **The Royal Sussex Lodge** who have been excellent partners raising funds for the charity, **STS Defence** and **One Stop Stores**, as well as continuing our long-term partnership with **Warner Goodman Solicitors**, who generously sponsored our Down Syndrome Week Awareness celebrations for the 12<sup>th</sup> consecutive year, as well as supporting our fundraising events.

Community and business donations included donations from the **Keay family** who have been active fundraisers, raising over £10,000 which we have used to help fund our new sensory room, **BCBN** who donated £2,892 for our new centre, **Portchester Pétanque**, **Morrisons** who granted £21,624 for our new kitchens at the centre and a Community Inclusion Grant of £1,000 from **Portsmouth City Council**, and a further Grant of £15,000 from **Portsmouth City Council** to support our move to our new premises.

Our annual **Down Syndrome Awareness Week** celebrations were held in March accompanied by our social media awareness campaign which was generously sponsored by local solicitors **Warner Goodman** for the twelfth consecutive year, which meant that we were able to reach a much wider audience. As usual our celebrations were well supported with schools, hospitals, businesses and individuals holding awareness assemblies, events or fundraisers, and our **'Rock Your Socks'** awareness campaign was widely supported.

Local businesses have continued to offer the charity their expertise and support for which we

## Portsmouth Down Syndrome Association

are very grateful, including our web designers **Design Image** who provide invaluable support in all areas and John and the team at **Progression Signage** who have donated free signage to us for many years.

Our parents remain supportive. Many took part in the Great South Run or encouraged friends and colleagues to do so. Some also held fundraising events on behalf of the charity, have taken part in sponsored challenges to raise funds or approached their employers to support us including parents **Steve Birch** who took part in a boxing challenge and **Claire Manson** who abseiled down the Spinnaker Tower. Special thanks to supporter **Nathan Tracy** who completed a 24-hour non-stop run raising £3,428, and event which was incredibly well supported by our members, many of whom kept him company at various stages of the run, and through the night.

A big thank you to all our donors, fundraisers and volunteers for your valued support.

The charity actively promotes inclusion and equality, and we believe that it is essential for individuals with Down syndrome and learning disabilities to be offered equal opportunities to be fairly represented & included in the media world. We have continued our work with **BAFTA** on their diversity board to advise about inclusion in the TV and film industry and we are proud to have co-commissioned a review into inclusion policy and subsequent report. We also worked with our contacts to ensure the refurbished **BAFTA** building was fully accessible for all. The report promotes a more inclusive media community, with increased opportunities for individuals with LD; an exciting prospect, and we are proud to have encouraged and contributed to this.

Already as a direct result of our work and recommendations, the first actor with Down syndrome, **Tommy Jessop**, was invited onto the BAFTA elevate programme, and is the first voting member of BAFTA and also the first to present an award at the BAFTAs. We were delighted when Tommy was selected for the programme, and his first meeting was with none other than Martin Scorsese! We look forward to seeing much more of Tommy on our screens. This year, we were delighted to see TV Presenter **George Webster** win his well-deserved BAFTA – the first actor with Down syndrome to receive the award.

Our successful partnership with the producers of the multi-award-winning film, **My Feral Heart** created a wonderful opportunity to raise awareness, especially when our leading actor Steven Brandon (who some of you would have met at our special charity screening a few years ago) beat fellow nominees including Michael Fassbender, Eddie Redmayne, Ewan McGregor and Daniel Radcliffe amongst others, to win Best Actor in the **National Film Awards**.

Following on from this, we have joined forces with **SweetDoh Productions** to produce a short film, **Innocence**, which offers leading roles to actors with Down syndrome and LD and is currently being submitted to film festivals. To date the film has won **The London Lift Off Film Festival Award**, and awards at the **International Lift Off Film Awards**, along with the **Don Quixote Award at the Krakow Film Festival**. As a result, we are currently producing a feature length script for the film, which we hope will be turned into a feature length film, providing further opportunities for individuals with DS to have leading roles in film.

We were delighted to join forces with the **Lily and Lime** team in Portsmouth, to offer some of our older teenagers valuable work experience in hospitality and catering over the summer holidays. The initiative was a big success, with participants each receiving a certificate, and we hope to repeat the opportunity again this summer.

# Portsmouth Down Syndrome Association

## Portsmouth University Eye Clinic

We were proud to train staff and to have been instrumental in the establishment of the Portsmouth Eye Clinic – the first eye clinic in England to offer highly specialist services for people with Down syndrome. The clinic was in high demand, with families travelling from counties cross the south of England to access these services.

We heard earlier in the year that the University has failed to secure funding, and sadly the clinic was forced to close its doors leaving staff and families devastated. Some of the former staff are in the process of establishing a smaller optician centre in Portsmouth offering some of the same specialist care, and we will liaise with them about further support and access for our members.

## PR

Successful PR is important as it not only helps parents to know where they can find support, but also plays a key role in fundraising. We continue to work hard to raise the profile of the charity in the local area. We have established good communications with parents, schools and local organisations and continue to build a strong network of support.

We have had several articles printed in the local news and local free papers about our events and services, and our Vice-chair Ken and Chair Rachael have also taken part in numerous local and national radio and TV interviews over the year, along with some of our staff and members.

We also think that it is important to share our knowledge and expertise with others, and we were delighted when we were approached by the County Inspector for Inclusion after meeting with us at our centre and attending our training sessions, and invited to contribute once again to **Hampshire County Council's HIAS SEND Publication** which is circulated to all schools and education professionals in the county. Rachael's article 'Key Strategies for Successful Inclusion' was circulated to all schools in the county which was sure to have raised the profile of the charity. Another of Rachael's articles promoting successful inclusion was featured in the **Times Educational Publication**, with a huge national audience of educational professionals.

The charity **Facebook** page (18,431 likes), **Twitter** page (2,597 followers), **Instagram** (1,397 followers) and our new **LinkedIn** (414 followers) pages have continued to help improve communication with our members, and also acted as a medium where businesses, members of the community and our supporter's families can find out more about what we do. **The Members' only Facebook Page** is regularly utilized where members can share news and photos in a closed setting. It is wonderful to see families sharing news about their child's achievements for our 'Proud Parent Moment (PPM)' on 21<sup>st</sup> of each month.

We actively encourage our members to support our social media pages, as it is vitally important to our fundraising efforts that we have a strong and recognizable presence in the local community.

Our interactive website, designed by graphic website designers **Design Image Limited**, has continued to be popular with both families and the community, and lists all our dates for events as well as showcasing our latest news.

We think it is very important to liaise regularly to highlight issues surrounding DS with those in

# Portsmouth Down Syndrome Association

positions of authority, our local councillors and MPs. These issues have included service provision, screening and abuse, and we were cautiously pleased to see that our hard work lobbying the Secretary of State for Transport was previously rewarded with a review and update of the eligibility criteria for the Blue Badge for individuals with DS.

Local councillors also receive a regular newsletter updating them with the work of the charity, and raising any issues our members are experiencing like access to SALT or Blue Badge eligibility. Many of them take part in our Down Syndrome Awareness Week celebrations, and you might even see a few rocking their socks with us, or joining our Great South Run team.

We have regularly attended think tanks and also visited the Houses of Parliament and 10 Downing Street where we have had the opportunity to discuss with MPs, Ministers, civil servants and policy makers the work we do and its importance.

There are still great advancements to be made in this area to help our children access the support they need to thrive and to access the opportunities they deserve. We would encourage all our members to have an active voice, stay in regular contact with their MPs and service providers and support our awareness campaigns.

## Paving the Way for Change at a National (and International) Level

### The National Down Syndrome Policy Group

In 2021, we were delighted to join forces with other key charity leaders to co-found the **Down Syndrome Policy Group**. Ken and Rachael are two of the 15 founding officers who work towards supporting people with Down syndrome to have a say in the formation of policy in matters that impact their lives. The group is supported by leading national organisations such as Mencap and Down Syndrome Education International, as well as over 120 Down Syndrome organisations. We believe it is very important that people with Down syndrome are at the heart of any policies about people with Down syndrome. The NDSPG includes officers, ambassadors, patrons and advocates with Down syndrome, and we are very proud that a number of our teenagers have played an active role.

### The Down Syndrome Act 2022

The first undertaking of the **National Down Syndrome Policy Group** (NDSPG) was to lobby for a **Down Syndrome Act** to improve opportunities, services and outcomes for people with Down syndrome. They were delighted when Dr Liam Fox MP sponsored the Down Syndrome Bill. Rachael and Ken played a key role writing the initial draft of the Down Syndrome Bill, and working closely with Liam, ministers, civil servants and ambassadors with Down syndrome at Parliament. After a huge campaign which was well supported by PDSA members and the wider community, including rallies outside Parliament, the Bill finally completed its journey to become a historic **Down Syndrome Act**, and England is the first country in the world to have passed such legislation.

It was thought that a Down Syndrome Act was an impossible feat, but we are very proud to have championed this, and it demonstrates what can be achieved when our community joins

## Portsmouth Down Syndrome Association



together with one voice. We now continue to work with the NDSPG, parliament and our community to help influence the creation of the **Down Syndrome Act Guidance**, the first draft guidelines being expected later this year in the areas of:

- **Community and wellbeing**
- **Education**
- **Employment**
- **Healthcare and Research**
- **Maternity Care**

We organised 3 large-scale guidance consultation meetings for people with Down syndrome and their families in Westminster and Leeds for which parliamentary civil servants join us to hear views on education, healthcare, social care and employment. Again, it was wonderful that teenagers from Portsmouth DSA and our patron Tommy Jessop was able to join us.

We teamed up with the **National Down Syndrome Policy Group** once again on 21<sup>st</sup> March to organise a celebration in **Westminster** of World Down Syndrome Day, and the progress of the Down Syndrome Act 2022. We were joined by families and professionals from across the UK including PDSA members, as well as 150 MPs and Lords. We were honoured when three senior ministers joined us and made speeches about the importance of the Act, particularly as we were informed that it is unprecedented that 3 ministers to attend and speak at the same event, such is the support for our work.

Dr Liam Fox, the Bill's sponsor, was unable to join us as planned, as he was invited to speak in New York by the **United Nations** on World Down Syndrome Day about the world's first Down Syndrome Act.



To further complement our celebrations, we organised a meeting at **10 Downing Street**, where ambassadors with Down syndrome met with **Maria Caulfield the Under Secretary of State for the Department of Health and Social Care** to highlight the daily issues they face and to discuss the creation of the Down Syndrome Act Guidance. It was a very successful meeting, and a great opportunity for our ambassadors who were a credit to our community. The meetings also paved the way for further discussions.

# Portsmouth Down Syndrome Association

## The All-Party Parliamentary Group on Down Syndrome

The **National Down Syndrome Policy Group** also provides the secretariat for the **All-Party Parliamentary Group on Down Syndrome (APPGDS)** and were instrumental in its re-establishment. The APPGDS aims to raise awareness of issues affecting people with Down syndrome, and the prospects for improving life outcomes, and to campaign for changes to government policy to improve the lives of people with Down syndrome. We were delighted when APPGDS MP members supported the Down Syndrome Bill on its journey through parliament.

## Finances

The annual accounts are compiled by **Leonard Gold Accountants** and we are very grateful to Leonard Gold for their valued support.

Trustees are committed to raising the total estimated funds required to fund services for a year in advance, and these funds will now be built upon in preparation for the forthcoming year. We are extremely grateful to Leonard Gold for their continued support. We are also grateful to Helen Nelson our charity bookkeeper, who meticulously maintains the charity's books.

There has been a rise in membership and members accessing services over the past year. It has become more evident that members living further afield are much less active and engaged as distance is an issue. The level of engagement of general members has still not recovered to pre-COVID rates. We have membership criteria in place, and families are regularly reminded that in line with our criteria there is an expectation that families are active and support the charity in any way they are able. Very few members leave and there continues to be a high demand for our services. We are therefore aware that going forwards, numbers and associated costs are almost certain to increase steadily and are unlikely to decline.

Trustees remain mindful that fundraising is a key issue especially in light of the cost-of-living crisis, as the future of the charity is wholly dependent on successful fundraising. There have been steep increases in areas of operational costs, and our contracted practitioners have been forced to increase their fees by 20%. We are aware that more of our children are now reaching senior school age, and these are the costliest of our services. We also need to consider the increased operational costs of our new centre.

We support families from the point of diagnosis, and our children from birth through to the end of school and further education, and we estimate that the cost for very basic services (baby support group, early development group, communication group and nursery/school advisory service is approximately £26,000 upwards per child (not including assessments, reports, training for parents and related professionals, trouble-shooting service, training for practitioners and staff, bespoke training for schools, SRE training, resources, social events, drama so the real cost is probably £30,000+). We have 126 families (over 500 members), and our aim is to support them from the point of diagnosis and throughout childhood.

We also provide support and advice for non-member families, schools and organisations in the community, and wider community. We therefore need to continue to ensure there are sufficient funds to meet this objective by increasing our reserves on an annual basis if possible, with a minimum of one year's running costs in reserve at any one time.

At the year end fund held were £238,958.



# Portsmouth Down Syndrome Association

## The Year Ahead

We look forward to fully furnishing and utilizing our new centre, as well as expanding our existing activities.

We would like to employ at least two new members of staff to help manage the increasing administrative load and to help manage the new centre but this is dependent on available funds.

We will continue working with our families and the local community over the forthcoming year, working towards a new future, and delivering a wide range of specialist services which we hope will continue to make a positive impact on the lives of children with Down syndrome and help enable them to develop the vital skills they need to become valued and productive members of their communities.

This report was approved by the Board of Trustees

Signed by order of the Board of Trustees



27/9/23  
Rachael Ross MBE

**Chair, Portsmouth Down Syndrome Association's Board of Trustees**

# Portsmouth Down Syndrome Association

## Independent Examiner's Report to the Trustees on the Unaudited Financial Statements of Portsmouth Down Syndrome Association

I report on the accounts for the year ended 31 March 2023 set out on pages twenty five to thirty.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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 required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

### Basis of the 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 statements below.

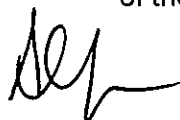
### Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

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.



Mr A Chapman FCA  
Leonard Gold  
Chartered Accountants  
24 Landport Terrace  
Portsmouth  
Hampshire  
PO1 2RG

Date: 16 OCTOBER 2023

# Portsmouth Down Syndrome Association

## Statement of Financial Activities for the year ended 31 March 2023

	<u>Notes</u>	<u>2023</u> <u>Unrestricted</u>	<u>2023</u> <u>Restricted</u>	<u>Total</u> <u>2023</u>	<u>Total</u> <u>2022</u>
<b>Incoming Resources</b>					
Donations	3	155,791	40,216	196,007	194,254
Government Grants	4	-	-	-	13,599
Investment Income		1,279	-	1,279	417
<b>Total Income</b>		<b>157,070</b>	<b>40,216</b>	<b>197,286</b>	<b>208,270</b>
<b>Resources Expended</b>					
Raising Funds	5	8,435	-	8,435	25,576
Charitable Activities	6	154,856	11,504	166,360	124,855
Support Costs	7	76,623	28,712	105,335	43,555
<b>Total Expenditure</b>		<b>239,914</b>	<b>40,216</b>	<b>280,130</b>	<b>193,986</b>
<b>Net Income / (Expenditure)</b>		<b>(82,844)</b>	<b>-</b>	<b>(82,844)</b>	<b>14,284</b>
<b>Net movement in funds</b>		<b>(82,844)</b>	<b>-</b>	<b>(82,844)</b>	<b>14,284</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		628,316	-	628,316	614,032
Total funds carried forward		<b>545,472</b>	<b>-</b>	<b>545,472</b>	<b>628,316</b>

# Portsmouth Down Syndrome Association

## Balance Sheet as at 31 March 2023

	<u>Notes</u>	<u>Total 2023</u>	<u>Total 2022</u>
Fixed assets	13	307,666	-
<b>Current assets</b>			
Debtors	10	48,232	79,375
Cash at bank and in hand		191,492	549,679
		<hr/>	<hr/>
<b>Total current assets</b>		239,724	629,054
<b>Creditors</b>			
Amounts falling due within one year	11	(1,918)	(738)
		<hr/>	<hr/>
<b>Net current assets</b>		<u>545,472</u>	<u>628,316</u>
 <b>Funds of the charity</b>			
Unrestricted funds		545,472	628,316
Restricted funds		-	-
		<hr/>	<hr/>
		<u>545,472</u>	<u>628,316</u>

Approved by the trustees on 27/9/23 and signed on behalf of all trustees

Richard Ross Ms R Ross - TRUSTEE

Ms H Nelson Ms H Nelson – TRUSTEE

# Portsmouth Down Syndrome Association

## Notes to the financial statements for the year ended 31 March 2023

### 1. ACCOUNTING POLICIES

#### Basis of preparation of accounts

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102.

#### Donations

Donations and sponsorships are recognised in the accounts when the charity becomes entitled to the resources and the monetary value can be measured with sufficient reliability.

#### Government grants

Grant income received under the Government's Coronavirus Job Retention Scheme is recognised in the Statement of Financial Activities as income in the period to which the underlying furloughed staff costs relate.

#### Expenditure

Resources expended are recognised where it is more than likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amounts of the obligation can be measured with reasonable certainty.

#### Management and administration costs

Only those costs specifically identified as for the administration and management of the charity are included in the accounts as such costs.

#### Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	over the term of the existing lease, which ceases in October 2026.
Fixtures and Fittings	straight line over 5 years.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is credited or charged to profit or loss.

### 2. EXPENDITURE IN FURTHERANCE OF THE OBJECTS OF THE CHARITY

All expenses paid in furtherance of the objects of the charity are donations.

### 3. DONATIONS AND OTHER INCOME

	<u>2023</u>	<u>2022</u>
Donations and other income	154,791	180,354
Grants	41,216	13,900
	<u>196,007</u>	<u>194,254</u>

# Portsmouth Down Syndrome Association

## 4. GOVERNMENT GRANTS

	<u>2023</u>	<u>2022</u>
Coronavirus Job Retention Scheme	-	13,599
	<u>-</u>	<u>13,599</u>

## 5. RAISING FUNDS

	<u>2023</u>	<u>2022</u>
HMS Warrior Event	-	20,328
Great South Run	8,435	5,248
	<u>8,435</u>	<u>25,576</u>

## 6. CHARITABLE ACTIVITIES

	<u>2023</u>	<u>2022</u>
School Services	94,423	85,614
Communication Groups	8,113	6,994
Early Development Groups	9,747	7,275
Staff Costs	28,490	12,249
Social Events & Entertainment	19,373	5,512
General Expenses	2,226	2,568
Nursery Outreach Service	3,988	4,643
	<u>166,360</u>	<u>124,855</u>

## 7. SUPPORT COSTS

	<u>2023</u>	<u>2022</u>
Accountancy	815	720
Bookkeeping	411	905
Insurance	897	825
Bank charges	111	27
IT Costs	704	714
Service charges	40,923	9,560
Postage	304	60
Stationery & Printing	363	729
General	-	903
Venue Hire	2,478	1,416
Training	20,983	19,019
Legal costs	2,580	7,831
Repairs & Renewals	6,646	846
Telephone	915	-
Depreciation	27,205	
	<u>105,335</u>	<u>43,555</u>

## 8. TRUSTEES REMUNERATION

There were no trustees' remuneration or benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

# Portsmouth Down Syndrome Association

## 9. STAFF COSTS

	<u>2023</u>	<u>2022</u>
Wages and Salaries	54,469	58,306
Social Security Costs	-	414
Pension Costs	957	1,116
	<hr/>	<hr/>
Total wages Costs	<u>55,426</u>	<u>59,836</u>

No employee earned £60,000 pa or more.

The average number of employees during the year was 5, this consists of one full-time employee and four part-time employees.

## 10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2023</u>	<u>2022</u>
Prepayments	<u>48,232</u>	<u>79,375</u>
	<u>48,232</u>	<u>79,375</u>

## 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2023</u>	<u>2022</u>
Accruals	<u>1,918</u>	<u>738</u>
	<u>1,918</u>	<u>738</u>

## 12. ACCOUNTANCY FEE ANALYSIS

	<u>2023</u>	<u>2022</u>
Accountancy	270	240
Independent Examination	<u>545</u>	<u>480</u>
	<u>815</u>	<u>720</u>

## 13. TANGIBLE ASSETS

	<b>Leasehold Improvements</b>	<b>Fixtures &amp; Fittings</b>	<b>TOTAL</b>
<b>Cost</b>			
Cost brought forward	-	-	-
Additions	318,282	16,589	334,871
Disposals	-	-	-
Cost carried forward	<u>318,282</u>	<u>16,589</u>	<u>334,871</u>
<b>Depreciation</b>			
Depreciation brought forward	-	-	-
Depreciation charge	26,855	350	27,205
Depreciation carried forward	<u>26,855</u>	<u>350</u>	<u>27,205</u>
Net book value brought forward	-	-	-
Net book value carried forward	<u>291,427</u>	<u>16,239</u>	<u>307,666</u>

# Portsmouth Down Syndrome Association

## 14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>2023</u> <u>Unrestricted</u>	<u>2023</u> <u>Restricted</u>	<u>Total</u> <u>2023</u>	<u>Total</u> <u>2022</u>
Fixed Assets	307,666	-	307,666	-
Current Assets	239,724	-	239,724	629,054
Current Liabilities	(766)	(1,152)	(1,918)	(738)
	<u>546,624</u>	<u>(1,152)</u>	<u>545,472</u>	<u>628,316</u>

<b>MOVEMENT IN FUNDS</b>	<u>At 1.4.22</u>	<u>Incoming</u>	<u>Resources</u>	<u>At</u> <u>31.3.23</u>
Unrestricted Funds				
General Fund	628,316	157,070	(239,914)	545,472
Restricted Funds				
Miscellaneous Funds	-	40,216	(40,216)	-
	<u>628,316</u>	<u>197,286</u>	<u>(280,130)</u>	<u>545,472</u>