

APEEF PA TRUSTEES ANNUAL REPORT AND ACCOUNTS

PERIOD FROM 1 AUGUST 2024 to 31 JULY 2025

Reference and administration details

Charity Name: APEEF PA
Other Name Charity: APEEF
Registered Charity Number: 1147525
Charity's principal address: 59 Brook Green, London, W6 7BE

Names of the charity trustees who manage the charity:

Olivier Coros – Chair
Jeremie d'Esparbes - Treasurer
Clarisse Plissonneau – Secretary (since 2024)
Cyrus Kapadia – Deputy Secretary (since 2024)
Wissam Chahine – Trustee (since 2024)
Julien Eymard – Trustee
Justis McEvilly – Trustee
Natasha Samuel – Trustee

Clarisse Plissonneau, Wissam Chahine, Justis McEvilly and Natasha Samuel have decided to step down.

Coralie Storz-Hatier and Tara Sharpe have kindly accepted to join as a trustee of the APEEF from August 2026.

Names and addresses of advisors:

Bank – Barclays (75 King Street, Hammersmith, London W6 9HY)

Structure, governance and management

Governing document: Constitution adopted 4 April 2012

The charity is an association consisting of all the parents, guardians or carers of any pupil attending the Jacques Prévert School in Brook Green, London.

Trustees are appointed or reappointed annually at the Annual General Meeting generally held in May.

Objectives and activities

The APEEF (in French: **A**ssociation des **P**arents **E**leves de l'**E**cole **F**rançaise de Londres Jacques Prévert) works towards improving our children's school environment:

- We organise after-school clubs (sports, art, etc...) and holiday camps
- We organise events to build a community and raise funds for the school
- We help fund recurring school projects (circus skills, art projects, CM end of year party for example)
- We support the school in exceptional projects such as refurbishing classrooms or purchasing new equipment

Some examples of recent actions and services provided by the APEEF:

- Organising and managing after-school clubs (various sports and art classes for children taking place Monday to Friday during the term)
- Organising and managing holiday camps (various sports and art classes for children taking place during half term and school holidays)
- Welcoming new families
- Helping to fund specific projects within the teachers' projet d'école framework, such as circus, arts and culture, civic, rock-climbing, danse or yoga activities
- Organising parent class representatives
- Creating, printing and distributing the Ecole Jacques Prévert Parents Directory
- Organising fundraising events such as the Christmas Market, the Parents Dinner, the Summer Fair and the APEEF race.
- Organising regular cake and second hand book sales for charity in the school's courtyard
- Organising immersion days in close collaboration with the school (for example Chinese immersion day around Chinese New Year in February)

The APEEF provides support and advice regarding school life organisation, including informing parents on the Plan Ecole and on secondary schools options.

The APEEF helps families in need, and who receive financial support (mainly families whose child(ren) receive a French government grant).

Achievements, performance and financial review

The trustees of the APEEF PA would like to present their annual report and independently examined accounts for the year ended 31 July 2025 and confirm that they comply with the requirements of the Charities Act of 1993, as amended by the Charities Act 2006, the trust deed and the Charities SORP 2005.

OUR AIMS

The aim of The APEEF PA is to advance the education of pupils in the School, specifically by (a) engaging in and funding activities and providing facilities and equipment which support the school and advance the education of pupils, (b) organising after-school clubs and holiday camps and (c) developing effective relationships between the School, the parents and others associated with the School.

KEY ACHIEVEMENTS 2024-25

The APEEF PA has been able to play again a positive role for the school and families enriching the After School Clubs and Holiday Camps offering as well as organising great events which are contributing to significant fundraising.

As a result, we have managed to support the usual School activities, contributing to 50% of the cost of various arts, culture, sports or civic activities led by school staff and teachers.

We also have supported the school in exceptional projects conducted over the summer 2024: contributing to 50% of the CE2A and CM1B classroom refurbishment as well as 100% of the *salle polyvalente* refurbishment in line with our commitment from 2023-24.

FINANCIAL HIGHLIGHT

2024-25 was a record fundraising year. The APEEF raised more than £28,000 including a record fundraising event for the Parents Dinner, increased fundraised for major events like the Summer Fair (*Kermesse*) but also smaller ones contributing to this record year. We also put in place a campaign to collect more membership from families and agreed to change it into a mandatory membership for following school year.

Over the period, we spent close to £18,000 on school activities and another £39,000 on exceptional investment for the school.

Our reserve funds (deposit account) at the end of the period amounted to £7,447 (see Reserve Policy below). Other Cash at bank (current account) amounted to £48,378 as of 31 July 2025.

SPECIAL INVESTMENT AND SPECIAL CIRCUMSTANCES

As per our 2022-23 Report, the APEEF trustees have supported the school by agreeing to fund significant £58,000 refurbishment works planned for calendar year 2024.

In 2023-24, the APEEF contributed to 50% of the flooring and staircase refurbishment works conducted in Spring 2024, following the usual fund-matching principle with the school for £18,583.

And in 2024-25, the APEEF contributed to £39,448.80 corresponding to:

- £9,287.56: 50% contribution to CE2A classroom refurbishment
- £8,947.08: 50% contribution to CM1B classroom refurbishment
- £16,214.16: 100% of *salle polyvalente* refurbishment
- £5,000.00: 100% of *salle polyvalente* soundproofing

The trustees of the APEEF would expect that, after these exceptional funding, any further investments in the school material, equipment or activities would return to the fundamental fund-matching principle.

As in 2023-24, the APEEF offered an early booking system for Afterschool Clubs to allow families to register (and pay) for the Term 1 of the following year's in June 2025 instead of September 2025. This process required us to suspend all incoming revenue flow from our booking platform SchoolsBuddy and payment provider BlueSnap including July'25 Holiday Camp until the end of our Fiscal Year (31st July 2025).

Then, in 2024-25, we collected July'24 Holiday Camp revenue, but not July'25 Holiday Camp revenue, while we paid the July'25 Holiday Camps costs (club providers and venue rental). Although this has a small impact on our 2024-25 profitability, we were not able to recover the missing revenue that impacted 2023-24. Ensuring all relevant revenue and cost fall in the right fiscal year will be better anticipated in the future.

SPECIAL THANKS

The APEEF PA had another great year thanks to all the families that dedicated time, energy, talent, and funds to multiple activities. On behalf of the Parents' Association, I would like to extend our special thanks to all of you for your involvement, passion and care.

Warm regards,

Olivier Coros
APEEF PA Chair

Reserves and Cash at Bank Policy

The APEEF PA trust shall always hold about one year of operations as reserve funds, or about £20,000.



Additionally, current APEEF Trust reserve fund, or £7,447 shall only be spent for extraordinary school project, such as, but not limited to, a school extension, additional rooms built under the roof, a rework of the courtyard to create more workspace.

APEEF spend on an extraordinary school project shall be approved by a) the APEEF Trustees, b) the School Management Committee and c) the School Headmaster.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|--------------|---|---|
| Signature(s) |  |  |
| Full name(s) | Olivier Colos | Jeremie d'ESPARBES |
| Position(s) | Chair | Treasurer |
| Date | 14/05/2026 | 14/05/2026 |

Independent examiner's report on the accounts

I report on the accounts of the APEEF PA Trust for the year ended 31 July 2025, which are set out on pages 7 to 10.

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 needed.

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 independent examiner's report

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

Independent examiner's statement

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

(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 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.

Suggestions

To be added by auditor

Name of the auditor
Address of the auditor

Coralie Storz-Hatier
46 brackenbury road
W6 0BB London



STATEMENT OF PROFIT AND LOSS: RECEIPTS AND PAYMENTS METHOD

| GBP | Year ending 31/07/2025 | Year ending 31/07/2024 | Year ending 31/07/2023 | Year ending 31/07/2022 | Notes to accounts |
|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------|
| Receipts | | | | | |
| After-School Clubs Total | 385,508.17 | 301,335.29 | 275,953.57 | 90,394.69 | Disclosure - Note 4 |
| Parents Dinner | 19,236.08 | 15,768.96 | 12,781.55 | 14,528.59 | Disclosure - Note 1 |
| Kermesse | 5,943.42 | 4,850.89 | 5,351.86 | 3,823.75 | Disclosure - Note 1 |
| Christmas Market | 3,149.56 | 3,742.14 | 2,304.44 | 225.00 | Disclosure - Note 1 |
| School Directory | 3,145.00 | 4,932.00 | 4,765.99 | 4,170.34 | Disclosure - Note 1 |
| Viennoiseries / Pains | - | - | - | - | Disclosure - Note 1 |
| Book Sale | 972.11 | 450.99 | 727.19 | 372.00 | Disclosure - Note 1 |
| Cake Sale | 958.50 | 996.60 | 879.00 | 254.84 | Disclosure - Note 1 |
| Galette des rois | 278.00 | 1,426.00 | 1,332.00 | 1,120.00 | Disclosure - Note 1 |
| Apeef Race | 150.00 | 236.39 | 458.21 | 1,003.84 | Disclosure - Note 1 |
| Apeef Board of Advert | - | 59.00 | 30.00 | 49.00 | Disclosure - Note 1 |
| Cotisations & Donations | 3,188.87 | 2,293.50 | 20.00 | 3,518.95 | Disclosure - Note 1 |
| Gift Aid Reclaimed | - | - | - | - | Disclosure - Note 1 |
| Easyfundraising / Yellow Moon | 497.67 | 718.72 | 1,188.79 | 560.20 | Disclosure - Note 1 |
| Merchandising | - | - | - | 40.00 | Disclosure - Note 1 |
| Hot Drinks Services | 760.14 | 190.45 | 339.72 | 442.87 | |
| Other Revenue | 495.87 | 1,186.53 | 248.40 | 8.84 | Disclosure - Note 3 |
| Interest & bank charges | - | - | - | - | |
| Sub Total | 424,283.39 | 338,187.46 | 306,380.72 | 123,677.91 | |
| Total Receipts | 424,283.39 | 338,187.46 | 306,380.72 | 123,677.91 | |
| Payments | | | | | |
| After-School Clubs Total | (376,234.40) | (323,689.86) | (269,794.55) | (73,952.88) | Disclosure - Note 4 |
| Financing School activities & equipment | (57,374.32) | (36,495.74) | (54,611.92) | (10,838.80) | Disclosure - Note 2 |
| Parents Dinner | (6,219.62) | (6,859.83) | (6,122.81) | (5,880.00) | Disclosure - Note 1 |
| Kermesse | (1,963.05) | (1,892.32) | (1,925.36) | (1,017.60) | Disclosure - Note 1 |
| Christmas Market | (915.39) | (1,369.27) | (600.00) | (225.00) | Disclosure - Note 1 |
| School Directory | (948.71) | (540.00) | (540.00) | (486.00) | Disclosure - Note 1 |
| Viennoiseries / Pains | - | - | - | - | Disclosure - Note 1 |
| Book Sale | - | - | - | - | Disclosure - Note 1 |
| Cake Sale | - | - | - | - | Disclosure - Note 1 |
| Galette des rois | - | (1,161.00) | (947.70) | (727.60) | Disclosure - Note 1 |
| Insurance | - | - | - | (3,165.00) | |
| Cotisations Parent Kind | - | - | - | - | Disclosure - Note 1 |
| Merchandising | - | - | - | - | Disclosure - Note 1 |
| Pots Rentree et Departes APEEF | (2,007.51) | (1,612.10) | (1,157.26) | (581.20) | Disclosure - Note 3 |
| Parenting Event | - | - | - | - | Disclosure - Note 3 |
| Hot Drinks Services | - | - | - | (181.28) | |
| Solidarity fund | - | - | (220.00) | (220.00) | Disclosure - Note 3 |
| Other costs (Website, PTA subscription, T&E) | (682.16) | (723.60) | (2,077.49) | (466.00) | Disclosure - Note 3 |
| Interest, bank charges & PDQ rental | (576.60) | (533.10) | (502.80) | (469.10) | |
| Sub Total | (446,921.76) | (377,011.97) | (338,499.89) | (98,210.46) | |
| Asset and Investment purchases | - | - | - | - | |
| Total Payments | (446,921.76) | (377,011.97) | (338,499.89) | (98,210.46) | |
| NET OF RECEIPTS / PAYMENTS | (22,638.37) | (38,824.51) | (32,119.17) | 25,467.45 | |

STATEMENTS OF ASSETS AND LIABILITIES

| GBP | Year ended 31/07/2024 Unrestricted Funds | Year ended 31/07/2024 Unrestricted Funds | Year ended 31/07/2023 Unrestricted Funds | Year ended 31/07/2022 Unrestricted Funds |
|---|---|---|---|---|
| Cash funds | | | | |
| Bank Current Account | 48,378.60 | 14,907.22 | 19,499.50 | 64,745.07 |
| Deposit Account | 7,447.39 | 63,543.59 | 97,775.07 | 85,554.67 |
| Other Monetary Assets | | | | |
| Other Debtors (accrued income) | | | | |
| Investment Assets | | | | |
| Assets retained for Charity's use | | | | |
| Computers & Other Equipment | | | | |
| TOTAL ASSETS | 55,825.99 | 78,450.81 | 117,274.57 | 150,299.74 |
| Liabilities | | | | |
| Creditors (accrued payables) | (14.00) | 121.15 | 1.05 | (904.95) |
| TOTAL EQUITY AND LIABILITIES | (14.00) | 121.15 | 1.05 | (904.95) |
| NET ASSETS (assets less current liabilities) | 55,811.99 | 78,571.96 | 117,275.62 | 149,394.79 |

NOTES TO THE ACCOUNTS

Prepared in accordance with the Charities Act 2006 using the Receipts and Payments basis.

1. The APEEF raised this year a net £28,728 as follows:

| | 2024-25 | 2023-24 | 2022-23 | 2021-22 | Comments |
|-------------------------------|------------------|------------------|------------------|------------------|--|
| Parents Dinner | 13,016.46 | 8,909.13 | 6,658.74 | 8,648.59 | |
| School Directory | 2,196.29 | 4,392.00 | 4,225.99 | 3,684.34 | |
| Kermesse | 3,980.37 | 2,958.57 | 3,426.50 | 2,806.15 | |
| Christmas Market | 2,234.17 | 2,372.87 | 1,704.44 | - | |
| Easyfundraising / Yellow Moon | 497.67 | 718.72 | 1,188.79 | 560.20 | |
| Cake Sale | 958.50 | 996.60 | 879.00 | 254.84 | |
| Book Sale | 972.11 | 450.99 | 727.19 | 372.00 | |
| Apeef Race | 150.00 | 236.39 | 458.21 | 1,003.84 | |
| Galette des rois | 278.00 | 265.00 | 384.30 | 392.40 | |
| Hot Drinks Services | 760.14 | 190.45 | 339.72 | 261.59 | Hot chocolates proposed to families during Xmas Choirs |
| Cotisations & Donations | 3,188.87 | 2,293.50 | 20.00 | 3,518.95 | There was no APEEF cotisation collected in FY 22-23 |
| Apeef Board of Advert | - | 59.00 | 30.00 | 49.00 | |
| Other Revenue | 495.87 | 1,186.53 | 248.40 | 8.84 | Interest Received on Bank Accounts |
| Total Raised | 28,728.45 | 25,029.75 | 20,042.88 | 21,600.90 | |

- 2024-25 was a full on year for the APEEF with successful fund raising activities such as the parents dinner, the school directory, the Kermesse and the Christmas Market. These top 4 activities represent 75% of the fund raising activities.
- Since 2023-24, the collection of the annual cotisation has improved through SchoolsBuddy distribution. Representing an additional 11% of fundraising revenue in 2024-25.

2. These amounts were used to finance the following school activities for our children as follows:

| | 2024-25 | 2023-24 | 2022-23 | 2021-22 | Comments |
|--|--------------------|--------------------|--------------------|--------------------|--|
| Annual school projects | | | | | |
| Circus | (5,700.00) | (5,150.00) | (5,000.00) | (4,050.00) | Circus workshops for maternelles and CE2 |
| Arts and Culture | (9,496.44) | (6,446.35) | (4,966.48) | (3,706.00) | Var. projects with artists, Beatbox... |
| Civic, Safety and Security Workshops | (346.50) | (1,623.00) | (1,159.00) | (150.00) | Includes the Bike Works for CM, RSE workshop, etc. |
| Ice Skating | - | - | - | - | |
| Rock Climbing | (1,600.33) | (3,616.25) | (1,380.00) | (2,325.00) | Rock climbing activities for CM |
| Danse and Yoga | - | - | (840.00) | - | |
| Graduation / End of year Surprises CM2 | (782.25) | (719.20) | (513.92) | (607.80) | This includes the End of year party and surprise |
| Gifts and Incentive | - | (357.78) | (100.00) | - | |
| Total for school activities | (17,925.52) | (17,912.58) | (13,959.40) | (10,838.80) | |

The APEEF was able to answer school's request to co-fund (at 50%) the annual school projects during 2024-25, APEEF funding £17.1K of Annual school projects and other ad-hoc requests

| | 2024-25 | 2023-24 | 2022-23 | 2021-22 | Comments |
|---|--------------------|--------------------|--------------------|--------------------|--|
| School Refurbishments | | | | | |
| Purchase of IT Equipment | - | - | (31,271.04) | - | 100% contribution to renewal of IT equipment in 2022-23 |
| Purchase of Screen and interactive Boards | - | - | (1,918.80) | - | 50% contribution to CE2 Interactive Board in 2022-23 |
| Purchase of Audio equipment | - | - | - | - | |
| Refurbishment of the school | (39,448.80) | (18,583.16) | (7,462.68) | - | 50% contribution to CE2 and CM1 classrooms and 100% salle polyvalent |
| Total financed | (39,448.80) | (18,583.16) | (40,652.52) | - | |
| Total financed for the school | (57,374.32) | (36,495.74) | (54,611.92) | (10,838.80) | |

3. The amounts raised were also used to finance the following:

| | 2024-25 | 2023-24 | 2022-23 | 2021-22 | Comments |
|--|-------------------|-------------------|-------------------|-------------------|--|
| Solidarity Fund | - | - | (220.00) | (220.00) | No scholarship request this year |
| Parenting Event | - | - | - | - | |
| Pots rentree et Departs APEEF | (2,007.51) | (1,612.10) | (1,157.26) | (581.20) | APEEF funding several back to school parents drinks by age group |
| Other costs (Website, PTA subscription, T&E) | (682.16) | (723.60) | - | (466.00) | |
| Interest, bank charges & PDQ rental | (576.60) | (533.10) | (502.80) | (469.10) | |
| Total | (3,266.27) | (2,868.80) | (1,880.06) | (1,736.30) | |

The solidarity fund is normally used to finance clubs and other school activities requiring parents funding for the pupils on scholarship.

4. The After-School Club accounts were overall balanced for the year as follows:








| | 2024-25 | 2023-24 | 2022-23 | 2021-22 | Comments |
|---------------------------------------|-----------------|--------------------|-----------------|------------------|--|
| Club - Bozart | 5,807.12 | 2,056.81 | (1,441.60) | - | Was run outside Schoolbuddy until 2022-23 |
| Club - Chess | 2,492.14 | (4,104.78) | 3,502.52 | 2,868.23 | |
| Club - Coding | 1,686.87 | 1,797.32 | 1,623.31 | - | |
| Club - Cooking (Cuisine) | - | 1,576.51 | 611.83 | 1,125.41 | Cancelled in 2024-25 |
| Club - Danse | (64.00) | 146.06 | (351.84) | - | incl. dance, street dance, hip hop |
| Club - English | 481.51 | (109.96) | 1,740.77 | 1,195.79 | |
| Club - Football | 2,291.08 | 1,812.69 | 8,928.55 | - | Was run outside Schoolbuddy until 2022-23 |
| Club - Handball | (581.27) | (923.04) | 388.14 | 1,814.22 | |
| Club - Holiday Camps | (717.41) | (13,229.13) | 489.92 | - | Incl. revenue of July24 Camps but not July25 Camps |
| Club - Judo | 2,827.46 | 574.13 | (2,316.17) | - | |
| Club - Karate | 3,536.80 | 2,624.58 | (928.32) | 1,988.68 | |
| Club - Musique / Piano | 561.15 | (855.90) | 875.63 | 1,961.64 | |
| Club - Multisport / Multifun | 5,592.19 | (1,022.35) | 334.34 | (517.02) | |
| Club - Playball | 691.96 | 333.73 | (233.00) | 797.90 | |
| Club - Radio Media | 690.56 | (147.66) | - | - | |
| Club - Science | (8.27) | 158.82 | 49.13 | - | |
| Club - Spanish | (204.13) | (157.09) | 80.59 | - | |
| Club - Tennis | 2,997.06 | 2,269.69 | 375.94 | 3,351.90 | |
| Club - Theatre / Drama Dreams | 910.75 | 217.68 | 111.17 | - | |
| Club - Yoga | (175.68) | 2,732.41 | (1,254.50) | 3,851.37 | |
| Club Booking System - Schoolbuddy | (682.80) | (682.68) | (724.50) | - | Schoolbuddy was paid in 2020-21 for 2 years |
| Club - General Admin and Coordination | (18,774.00) | (17,234.23) | (4,720.80) | (1,996.31) | Club coordinator cost (admin, safeguarding costs) |
| Total Clubs | 9,273.77 | (22,354.57) | 6,159.02 | 16,441.81 | |

Since 2018, Clubs are run based on an estimated fee model (rather than cost based previously) and using on a online booking system (Schoolbuddy). This has helped reduced the administration burden and the profitability of clubs not letting them being run if subscriptions does not cover costs.

Attendees

- Jeremie d'ESPARBES
- Corinne Storz-Hatier
- Julien EYMARD
- CHRYS KAPADIA
- Claisse PLISSONNETH
- Tara Sharpe
- Olivier GROS
- Céline GIBERT
- Mathieu Hatier
- Elodie NOURRY
- Alice d'Espaubes
- Gauhar Tpaintsa

Vote

-  JE
-  CSH
-  JE
-  CK
-  PC
-  TS
-  OE