

# THE STEPLADDER FOUNDATION

England & Wales · Charity number 1156906

## Details

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Other names	STEPLADDER
Status	Registered
Legal form	CIO
Registered	2014-05-02
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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**Address**                      Clanra  
Phoenix Lane  
Ashurst Wood  
East Grinstead  
RH19 3QZ

**Phone**                        01342824178

**Email**                        [info@thestep ladder.org](mailto:info@thestep ladder.org)

**Website**                     [www.thestep ladder.org](http://www.thestep ladder.org)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE SUBJECT OF ENRICHING GCSE AND 'A' LEVEL STUDIES. TO ADVANCE THE EDUCATION OF THE PUPILS BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES NOT REQUIRED TO BE PROVIDED BY THE LOCAL EDUCATION AUTHORITY FOR EDUCATION IN SCHOOLS. FOR THE PUBLIC BENEFIT TO PROMOTE THE EDUCATION (INCLUDING SOCIAL AND PHYSICAL TRAINING) OF PEOPLE UNDER THE AGE OF 25 YEARS IN SUCH WAYS AS THE CHARITY TRUSTEES THINK FIT, INCLUDING BY: 1. PROVIDING THEIR EDUCATION (INCLUDING THE STUDY OF MUSIC OR OTHER ARTS) OR TO PREPARE FOR ENTRY TO ANY OCCUPATION, TRADE OR PROFESSION ON LEAVING ANY EDUCATIONAL ESTABLISHMENT. TO ASSIST IN SUCH WAYS AS THE CHARITY TRUSTEES THINK FIT ANY CHARITY IN THE UK WHOSE AIMS INCLUDE ADVANCING EDUCATION OF PERSONS UNDER THE AGE OF 25 YEARS BY DEVELOPING THEIR MENTAL, PHYSICAL AND MORAL CAPABILITIES THROUGH LEISURE TIME ACTIVITIES.

**Activities:** The activities/objectives of the charity remain as described.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People, The General Public/mankind

## Geography

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- Throughout England And Wales

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-09-30	£12,508	£14,425	-	-
2023-09-30	£29,187	£30,768	-	-
2022-09-30	£28,516	£27,348	-	-
2021-09-30	£13,407	£5,125	-	-
2020-09-30	£12,682	£2,127	-	-

## Trustees

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Name	Role	Appointed
Anneliese Amoah		2020-01-01
Louise Francis		2014-09-01
Melis Beysal		2020-01-01
Saher Shah		2020-01-01
Thea Cooper		2023-06-05

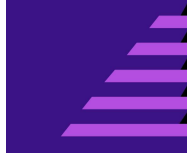
**THE STEPLADDER FOUNDATION**

England & Wales - Charity number 1156906

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# Accounts

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# The Stepladder Foundation

A Charitable Incorporated Organisation

Charity Registration No 1156906

## Trustees' Report and Accounts

For the year 1 Oct 2023 to 30 Sep 2024



## REFERENCE INFORMATION

Charity Name	The Stepladder Foundation
Trustees	Louise Francis Saher Shah Melis Baysal Anneliese Amoah Thea Cooper (Chair)
Registration Number	1156906
Chief Executive	Alison Jones
Contact Office	Clanra Phoenix Lane Ashurst wood West Sussex RH19 3QZ  Telephone: 01342 824178 e-mail: <a href="mailto:info@thestepladder.org">info@thestepladder.org</a> Website: <a href="http://www.thestepladder.org">www.thestepladder.org</a>
Independent Examiner	DMC Partnership Yew Tree House Lewes Road Forest Row East Sussex RH18 5AA
Bank	The Co-Operative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT



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## 1 Summary

We were delighted to once again receive a significant donation of £25,000 from Deloitte Digital, which together with a further £4,100, has enabled the Stepladder Foundation to run a programme based in Beal High School, Ilford.

This report follows the guidance as outlined in the Charity Commission Guidance document CC15c.

## 2 Objectives and Activities

### **Purpose and Aim**

The charity's purpose is set out in the CIO Constitution:

- Promotion of Education
- To advance the education of the public in the subject of enriching GCSE and 'A' level studies.
- To advance the education of the pupils by providing and assisting in the provision of facilities not required to be provided by the local education authority for education in schools.

### **The focus of our work**

During the period of this report the focus of the effort was on the delivery of the programme and further developing the working relationship with Deloitte Digital.

### 2.1 Public Benefit Statement

As defined in the constitution:

For the public benefit to promote the education (including social and physical training) of people under the age of 25 years in such ways as the charity trustees think fit, including by: providing education (including the study of music or other arts), preparing for entry to any occupation, trade or profession on leaving any educational establishment or, as with any charity in the UK whose aims include advancing education of persons under the age of 25 years, by developing their mental, physical and moral capabilities through leisure time activities.



## 3 Achievements and Performance in the Year

### 3.1 Overview

During the period of the report a cohort comprising 30 students recruited from 5 schools in the Ilford area have attended Stepladder sessions and have been supported through the academic year. Various activities have also taken place including visits to the theatre, Science Museum, a Fitness leadership day and a Shakespeare orientation day.

12 mentors from Deloitte are working well with the students.

Bi-weekly meetings have been held with the project team at Deloitte Digital to develop the relationship and monthly meetings have been held with mentors to monitor progress.

## 4 Structure, Governance and Management

### 4.1 Governing Document

The charity is a Charitable Incorporated Organisation (CIO) and was registered on the 2nd May 2014.

### 4.2 Recruitment and Appointment of Trustees

The trustees who served during the year were:

- Louise Francis
- Saher Shah
- Melis Baysal
- Anneliese Amoah
- Thea Cooper (Chair)

The trustees can be in place for up to four years, due to Covid period this is now being extended (period to be agreed) to take account of Covid. Trustees meet as a minimum four times a year.

### 4.3 Trustee Induction and Training

The trustees received face to face training and guidance from the new chair, appointed in 2023. This was done in accordance with our trustee code of practice.

The definition and creation of policy and procedure in this area is now complete- and ready to be incorporated into ongoing practice. Training will be carried out annually.

### 4.4 Risk Management

There is a risk register and where appropriate, systems or procedures have been established to mitigate the risks the charity faces, notably for Child Protection and Disclosure and Barring Service (Higher level DBS) checks.

The charity is insured for public liability as the need arises.



#### 4.5 Organisational Structure

The organisation is small. Apart from the trustees there is an Operations Team which for this year comprised the CEO, between 3 and 7 facilitators per session and a part-time administrator.

#### 4.6 Management Committee

The operational management meet monthly to review the performance of the programme and ensure good governance. The Chief Executive has delegated authority for operational matters.

### 5 Financial Review

#### 5.1 Funding Sources

Funding was provided as shown in the table below:

##### Donations

	£
WOODBIDGE SCHOOL	300
BEACON MULTI-ACADEMY	400
CHARITABLEGIVINGVA	5000
CHARITIES TRUST	1395
LOCALGIVING LTD	2598
Mentors For Business Leaders	2000
THE GOOD SHEPHERD	600
<b>Total</b>	<b>12293</b>

There are no custodian trustees.

There are no "grant-making" nor investment activities.

#### 5.2 Investment Policy

For the period of the this report no investments were made.

#### 5.3 Reserves Policy

The operating reserve listed at the end of the reporting year is in line with the anticipated spend for the remainder of the current Programme. This allocation complies with the Reserves Policy

#### 5.4 Plans for Future Periods

Stepladder is further developing the association with Deloitte Digital and will complete the current programme in October 2023. A new programme is planned to run from September 2023 through to 2025.



## 6 Declaration

The trustees declare that they have approved the report above.

Signed: *Thea Cooper*

Dated: 12/06/2025

Chair of Trustees

Thea Cooper



## 7 Independent Examiner's Report

Not Required for this period.



## 8 Statement of Financial Activities

### The Stepladder Foundation (Charity No 1156906)

#### Receipts and Payments Account For the Year Ended 30 September 2024

	<b>2024</b>	<b>2023</b>
	£	£
<b>Receipts</b>		
Donations	12294	29100
Refunds	115	22
Interest	99	65
	<u>12508</u>	<u>29187</u>
<b>Payments</b>		
Charitable activities	14425	30768
	<u>(1916)</u>	<u>(1581)</u>
Net of receipts/(payments)		
Total Funds brought forward	7869	9450
Total Funds carried forward	<u>5952</u>	<u>7868</u>

### The Stepladder Foundation (Charity No 1156906)

#### Statement of Assets and Liabilities As at 30 September 2024

	<b>2024</b>	<b>2023</b>
	£	£
Cash Funds	5952	7868
Total Funds carried forward	<u>5952</u>	<u>7868</u>

Approved on behalf of the Trustees by:



*Thea Cooper*

.....

**Thea Cooper**

**Dated: 12/06/2025**

**The Stepladder Foundation (Charity No 1156906)**  
**Receipts and Payments Account**  
**For the Year Ended 30 September 2024**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Receipts</b>		
Donations	12294	29100
Refunds	115	22
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**The Stepladder Foundation (Charity No 1156906)**  
**Statement of Assets and Liabilities**  
**As at 30 September 2024**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Cash Funds	5952	7868
Total Funds carried forward	<u>5952</u>	<u>7868</u>

The Charity has given no guarantees on any potential liabilities at the date of the Statement of Assets and Liabilities

There is no debt outstanding at the date of the Statement of Assets and Liabilities which is secured by an express charge on any assets of the charity.

**Approved on behalf of the Trustees by :**

.....*Thea Cooper*.....  
**Thea Cooper**

**THE STEPLADDER FOUNDATION**

England & Wales - Charity number 1156906

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# Accounts

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# The Stepladder Foundation

A Charitable Incorporated Organisation

Charity Registration No 1156906

## Trustees' Report and Accounts

For the year 1 Oct 2022 to 30 Sep 2023



## REFERENCE INFORMATION

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Trustees	Louise Francis Saher Shah Melis Baysal Anneliese Amoah Thea Cooper (Chair)
Registration Number	1156906
Chief Executive	Alison Jones
Contact Office	Clanra Phoenix Lane Ashurst wood West Sussex RH19 3QZ  Telephone: 01342 824178 e-mail: <a href="mailto:info@thestepladder.org">info@thestepladder.org</a> Website: <a href="http://www.thestepladder.org">www.thestepladder.org</a>
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## 1 Summary

We were delighted to once again receive a significant donation of £25,000 from Deloitte Digital, which together with a further £4,100, has enabled the Stepladder Foundation to run a programme based in Beal High School, Ilford.

This report follows the guidance as outlined in the Charity Commission Guidance document CC15c.

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The charity's purpose is set out in the CIO Constitution:

- Promotion of Education
- To advance the education of the public in the subject of enriching GCSE and 'A' level studies.
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### **The focus of our work**

During the period of this report the focus of the effort was on the delivery of the programme and further developing the working relationship with Deloitte Digital.

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## 3 Achievements and Performance in the Year

### 3.1 Overview

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12 mentors from Deloitte are working well with the students.

Bi-weekly meetings have been held with the project team at Deloitte Digital to develop the relationship and monthly meetings have been held with mentors to monitor progress.

## 4 Structure, Governance and Management

### 4.1 Governing Document

The charity is a Charitable Incorporated Organisation (CIO) and was registered on the 2nd May 2014.

### 4.2 Recruitment and Appointment of Trustees

The trustees who served during the year were:

- Louise Francis
- Saher Shah
- Melis Baysal
- Anneliese Amoah
- Thea Cooper (Chair)

The trustees can be in place for up to four years, due to Covid period this is now being extended (period to be agreed) to take account of Covid. Trustees meet as a minimum four times a year.

### 4.3 Trustee Induction and Training

The trustees received face to face training and guidance from the new chair, appointed in 2023. This was done in accordance with our trustee code of practice.

The definition and creation of policy and procedure in this area is now complete- and ready to be incorporated into ongoing practice. Training will be carried out annually.

### 4.4 Risk Management

There is a risk register and where appropriate, systems or procedures have been established to mitigate the risks the charity faces, notably for Child Protection and Disclosure and Barring Service (Higher level DBS) checks.

The charity is insured for public liability as the need arises.



#### 4.5 Organisational Structure

The organisation is small. Apart from the trustees there is an Operations Team which for this year comprised the CEO, between 3 and 7 facilitators per session and a part-time administrator.

#### 4.6 Management Committee

The operational management meet monthly to review the performance of the programme and ensure good governance. The Chief Executive has delegated authority for operational matters.

### 5 Financial Review

#### 5.1 Funding Sources

Funding was provided as shown in the table below:

<b>Donations</b>	<b>£</b>
Barrat Development	1500
Local Giving	500
STRIPE	100
MFBL Ltd	2000
Deloitte Digital	25000
<b>Total</b>	<b>29100</b>

There are no custodian trustees.

There are no "grant-making" nor investment activities.

#### 5.2 Investment Policy

For the period of the this report no investments were made.

#### 5.3 Reserves Policy

The operating reserve listed at the end of the reporting year is in line with the anticipated spend for the remainder of the current Programme. This allocation complies with the Reserves Policy

#### 5.4 Plans for Future Periods

Stepladder is further developing the association with Deloitte Digital and will complete the current programme in October 2023. A new programme is planned to run from September 2023 through to 2025.



## 6 Declaration

The trustees declare that they have approved the report above.

Signed: *Thea Cooper*

Dated: 02/07/2024

Chair of Trustees

Thea Cooper



## 7 Independent Examiner's Report

### **Report to the Trustees of The Stepladder Foundation (Charity No 1156906)**

#### **On the Accounts for the Year Ended 30 September 2023**

I report to the trustees on my examination of the accounts of the above charity for the year ended 30 September 2023.

#### **Responsibilities and basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed** *Estelle Sherlock*

**Dated** 4<sup>th</sup> July 2024

**Estelle Sherlock MA, BSC, FCA, CTA**

DMC Partnership Limited  
Yew Tree House  
Lewes Road  
Forest Row  
East Sussex  
RH18 5AA



## 8 Statement of Financial Activities

**The Stepladder Foundation (Charity No 1156906)**  
**Receipts and Payments Account**  
**For the Year Ended 30 September 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Receipts</b>		
Donations	29100	28516
Refunds	22	-
Interest	65	-
	<u>29187</u>	<u>28516</u>
<b>Payments</b>		
Charitable activities	30768	27348
	<u>(1581)</u>	<u>1167</u>
Net of receipts/(payments)		
Total Funds brought forward	9450	8282
Total Funds carried forward	<u>7868</u>	<u>9450</u>

**The Stepladder Foundation (Charity No 1156906)**  
**Statement of Assets and Liabilities**  
**As at 30 September 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Cash Funds	7868	9450
Total Funds carried forward	<u>7868</u>	<u>9450</u>



The Charity has given no guarantees on any potential liabilities at the date of the Statement of Assets and Liabilities

There is no debt outstanding at the date of the Statement of Assets and Liabilities which is secured by an express charge on any assets of the charity.

**Approved on behalf of the Trustees by:**

*Thea Cooper*

.....

**Thea Cooper**

**Dated: 02/07/2024**

**THE STEPLADDER FOUNDATION**

England & Wales - Charity number 1156906

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# Accounts

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# The Stepladder Foundation

A Charitable Incorporated Organisation

Charity Registration No 1156906

## Trustees' Report and Accounts

For the year ended 30 September 2022



## REFERENCE INFORMATION

Charity Name	The Stepladder Foundation
Trustees	Louise Francis Saher Shah Melis Baysal Anneliese Amoah Thea Cooper (appointed 5 <sup>th</sup> June 2023)
Registration Number	1156906
Chief Executive	Alison Jones
Contact Office	Clanra Phoenix Lane Ashurst wood West Sussex RH19 3QZ  Telephone: 01342 824178 e-mail: <a href="mailto:info@thestepladder.org">info@thestepladder.org</a> Website: <a href="http://www.thestepladder.org">www.thestepladder.org</a>
Independent Examiner	DMC Partnership Yew Tree House Lewes Road Forest Row East Sussex RH18 5AA
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## 1 Summary

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This report follows the guidance as outlined in the Charity Commission Guidance document CC15c.

## 2 Objectives and Activities

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- To advance the education of the public in the subject of enriching GCSE and 'A' level studies.
- To advance the education of the pupils by providing and assisting in the provision of facilities not required to be provided by the local education authority for education in schools.

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### 3.1 Overview

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Various activities have also taken place including visits to the theatre, Science Museum and a Fitness fun day.

12 mentors from Deloitte are working well with the students.

Bi-weekly meetings have been held with the project team at Deloitte Digital to develop the relationship and monthly meetings have been held with mentors to monitor progress.

## 4 Structure, Governance and Management

### 4.1 Governing Document

The charity is a Charitable Incorporated Organisation (CIO) and was registered on the 2nd May 2014.

### 4.2 Recruitment and Appointment of Trustees

The trustees who served during the year were:

- Louise Francis
- Saher Shah
- Melis Baysal
- Anneliese Amoah
- Thea Cooper (appointed 5<sup>th</sup> June 2023)

The trustees can be in place for up to four years, due to Covid period this is now under review. Trustees meet as a minimum four times a year.

### 4.3 Trustee Induction and Training

The current trustees are scheduled to receive face to face training in summer 2023 when a new chair has been appointed. This will be in accordance with our trustee code of practice.

The definition and creation of policy and procedure in this area is to be developed.

### 4.4 Risk Management

There is a risk register and where appropriate, systems or procedures have been established to mitigate the risks the charity faces, notably for Child Protection and Disclosure and Barring Service (DBS) checks.

The charity is insured for public liability as the need arises.

### 4.5 Organisational Structure

The organisation is small. Apart from the trustees there is an Operations Team which for this year comprised the CEO, between 3 and 7 facilitators per session and a part-time administrator.

### 4.6 Management Committee

The operational management meet monthly to review the performance of the programme and ensure good governance. The Chief Executive has delegated authority for operational matters.



## 5 Financial Review

### 5.1 Funding Sources

Funding was provided as shown in the table below:

<b>Donations</b>	<b>£</b>
THE GOOD SHEPHERD	1,000
ERNEST INGHAM CHARITY	500
STRIPE	16
MFBL Ltd	2,000
Deloitte Digital	25,000
<b>Total</b>	<b>28,516</b>

There are no custodian trustees.

There are no "grant-making" nor investment activities.

### 5.2 Investment Policy

For the period of the this report no investments were made.

### 5.3 Reserves Policy

The operating reserve listed at the end of the reporting year is in line with the anticipated spend for the remainder of the current Programme. This allocation complies with the Reserves Policy

### 5.4 Plans for Future Periods

Stepladder is further developing the association with Deloitte Digital and will complete the current programme in October 2023. A new programme is planned to run from September 2023 through to 2025.

## 6 Declaration

The trustees declare that they have approved the report above.

Signed

*Thea Cooper*

Date 24/ 07/2022

Chair of Trustees

Thea Cooper



## 7 Independent Examiner's Report

### **Report to the Trustees of The Stepladder Foundation (Charity No 1156906)**

#### **On the Accounts for the Year Ended 30 September 2022**

I report to the trustees on my examination of the accounts of the above charity for the year ended 30 September 2022.

#### **Responsibilities and basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed** *Estelle Sherlock*

**Dated** 25 July 2023

**Estelle Sherlock MA, BSC, FCA, CTA**

DMC Partnership Limited  
Yew Tree House  
Lewes Road  
Forest Row  
East Sussex  
RH18 5AA



**The Stepladder Foundation (Charity No 1156906)**  
**Receipts and Payments Account**  
**For the Year Ended 30 September 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Receipts</b>		
Donations	28,516	2,638
<b>Payments</b>		
Charitable activities	27,348	5,125
Net of receipts/(payments)	<u>1,167</u>	<u>(2,487)</u>
Total Funds brought forward	8,282	10,769
Total Funds carried forward	<u><u>9,450</u></u>	<u><u>8,282</u></u>

**The Stepladder Foundation (Charity No 1156906)**  
**Statement of Assets and Liabilities**  
**As at 30 September 2022**

	<b>2,022</b>	<b>2,021</b>
	<b>£</b>	<b>£</b>
Cash Funds	9,450	8,282
Total Funds carried forward	<u><u>9,450</u></u>	<u><u>8,282</u></u>

The Charity has given no guarantees on any potential liabilities at the date of the Statement of Assets and Liabilities

There is no debt outstanding at the date of the Statement of Assets and Liabilities which is secured by an express charge on any assets of the charity.

**Approved on behalf of the Trustees by :**

*Thea Cooper*  
.....  
**Thea Cooper**

**Dated: 24 July 2023**

**THE STEPLADDER FOUNDATION**

England & Wales - Charity number 1156906

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# Accounts

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# The Stepladder Foundation

A Charitable Incorporated Organisation

Charity Registration No 1156906

## Trustees' Report and Accounts

For the year 1 Oct 2020 to 30 Sep 2021



## REFERENCE INFORMATION

Charity Name	The Stepladder Foundation
Trustees	Louise Francis Saher Shah Melis Beysal Anneliese Amoah
Registration Number	1156906
Chief Executive	Alison Jones
Contact Office	Clanra Phoenix Lane Ashurst wood West Sussex RH19 3QZ  Telephone: 01342 824178 e-mail: <a href="mailto:info@thestepladder.org">info@thestepladder.org</a> Website: <a href="http://www.thestepladder.org">www.thestepladder.org</a>
Independent Examiner	Not Required
Bank	The Co-Operative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT



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## 1 Summary

This report covers the Covid lockdown period. During the period of the report the charity investigated various potential funding options but none came to fruition until after the report period was complete. The year's costs therefore reflect that activity.

This report follows the guidance as outlined in the Charity Commission Guidance document CC15c.

## 2 Objectives and Activities

### **Purpose and Aim**

The charity's purpose is set out in the CIO Constitution:

- Promotion of Education
- To advance the education of the public in the subject of enriching GCSE and 'A' level studies.
- To advance the education of the pupils by providing and assisting in the provision of facilities not required to be provided by the local education authority for education in schools.

### **The focus of our work**

During the period of this report the focus of the effort was on investigating sources of funding and carrying out pro bono work with young people remotely, due to Covid restrictions.

### 2.1 Public Benefit Statement

As defined in the constitution:

For the public benefit to promote the education (including social and physical training) of people under the age of 25 years in such ways as the charity trustees think fit, including by: providing education (including the study of music or other arts), preparing for entry to any occupation, trade or profession on leaving any educational establishment or, as with any charity in the UK whose aims include advancing education of persons under the age of 25 years, by developing their mental, physical and moral capabilities through leisure time activities.



## 3 Achievements and Performance in the Year

### 3.1 Overview

During the period of the report most of the work of the charity has been pro-bono, carried out by volunteers. This has involved 'remote' work with students and meetings with potential corporate funders. Negotiations have gone well with Deloitte Digital and we anticipate a significant donation to support the programme through 2022-2023.

A Development Day was run for Forest Academy in Redbridge.

After a number of years with the charity, Oliver Dunn has stepped down as Chair of Stepladder Trustees.

## 4 Structure, Governance and Management

### 4.1 Governing Document

The charity is a Charitable Incorporated Organisation (CIO) and was registered on the 2nd May 2014.

### 4.2 Recruitment and Appointment of Trustees

The trustees who served during the year were:

- Oliver Dunn (Chairman until 18.3.2022)
- Louise Francis
- Saher Shah
- Melis Baysal
- Anneliese Amoah

The trustees can be in place for up to four years.

### 4.3 Trustee Induction and Training

The current trustees are scheduled to receive face to face training in summer 2022.

The definition and creation of policy and procedure in this area is to be developed.

### 4.4 Risk Management

There is a risk register and where appropriate, systems or procedures have been established to mitigate the risks the charity faces, notably for Child Protection and Disclosure and Barring Service (DBS) checks.

The charity is insured for public liability as the need arises.

### 4.5 Organisational Structure

The organisation is small, aside from the trustees there is an Operations Team which for this year was reduced to the CEO and a part-time unpaid administrator.

### 4.6 Related Parties

There are no directly related parties. However, the charity is guided by national educational and child protection policies.



#### 4.7 Management Committee

The operational management meet quarterly to review the performance of the programme and ensure good governance. The Chief Executive has delegated authority for operational matters.

#### 4.8 Accountant/Auditor

Not used.

### 5 Financial Review

#### 5.1 Funding Sources

Funding was provided as shown in the table below:

##### Donations

	£
Through Virgin Money Giving	788.04
Forest Academy Redbridge	1,750
<b>Total</b>	<b><u>2,538.04</u></b>

There are no custodian trustees.

There are no "grant-making" nor investment activities.

#### 5.2 Investment Policy

For the period of the this report no investments were made.

#### 5.3 Reserves Policy

For the period of the this report no reserves were held.

#### 5.4 Plans for Future Periods

There are plans for a Stepladder Programme in a London Borough starting to start in Autumn 2021 and work with a major university to start in 2022-3. A Development Day for students has taken place at The Forest Academy in LB Redbridge (9<sup>th</sup> July 2021). Stepladder is further developing the association with Barratt and finalising details of the donation Deloitte Digital will provide. A full programme is planned to run from September 2021 through to 2023.

### 6 Independent Examiner's Report

Not required



## 7 Statement of Financial Activities

**The Stepladder Foundation  
Statement of Financial Activities  
For the year ended 30 September 2021**

	<b>£</b>
<b>Incoming Resources</b>	
Starting Balance	10769.06
Donations	2538.04
Refund	100
<b>Resources Expended</b>	
Charitable Activities	5124.68
Net Income	8282.42
Total funds carried forward for 2021-2022	8282.42
<b>Balance Sheet as of 30 September 2021</b>	<b>£</b>
Fixed Assets	0
Current Assets	8282.42
Total Funds	8282.42

### Staff

Chief Executive	1
Administrative Support	1
<b>Total</b>	<u><u>2</u></u>
<b>Total payroll costs</b>	<b>£</b>
Chief Executive (part time)	0
<b>Total</b>	<u><u>0</u></u>

NOTE: no payroll (PAYE) running



## 8 Declaration

The trustees declare that they have approved the report above.

Signed..........

Date 27/ 07/2022

NAME OF TRUSTEE

Trustee

Melis Baysal



**Receipts and payments accounts**

For the period  
from

Period start date  
01/10/2020

To

Period end date  
30/09/2021

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Beacon Academy	1,750	-	-	1,750	-
Donations via Virgin Giving	788	-	-	788	-
Refund	100	-	-	100	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>2,638</b>	<b>-</b>	<b>-</b>	<b>2,638</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2,638</b>	<b>-</b>	<b>-</b>	<b>2,638</b>	<b>-</b>
<b>A3 Payments</b>					
Consulting	2,500	-	-	2,500	-
Materials and Admin	257	-	-	257	-
Computing and Comms	1,199	-	-	1,199	-
Beacon Event Costs	1,110	-	-	1,110	-
Travel	59	-	-	59	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>5,125</b>	<b>-</b>	<b>-</b>	<b>5,125</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>5,125</b>	<b>-</b>	<b>-</b>	<b>5,125</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 2,487</b>	<b>-</b>	<b>-</b>	<b>- 2,487</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>10,769</b>	<b>-</b>	<b>-</b>	<b>10,769</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>8,282</b>	<b>-</b>	<b>-</b>	<b>8,282</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	COOP BANK (Detailed in TAR)	8,282	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>8,282</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
	i.jones	Ian Jones		05-Jun-22

**THE STEPLADDER FOUNDATION**

England & Wales - Charity number 1156906

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# Accounts

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# The Stepladder Foundation

A Charitable Incorporated Organisation

Charity Registration No 1156906

## Trustees' Report and Accounts

For the year 1 Oct 2019 to 30 Sep 2020



## REFERENCE INFORMATION

Charity Name	The Stepladder Foundation
Trustees	Oliver Dunn Louise Francis Saher Shah Melis Beysal Anneliese Amoah
Registration Number	1156906
Chief Executive	Alison Jones
Contact Office	Clanra Phoenix Lane Ashurst wood West Sussex RH19 3QZ  Telephone: 01342 824178 e-mail: <a href="mailto:info@thestepladder.com">info@thestepladder.com</a> Website: <a href="http://www.thestepladder.org">www.thestepladder.org</a>
Independent Examiner	Not Required
Bank	The Co-Operative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT



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## 1 Summary

During the period of the report the charity investigated several potential funding options but unfortunately none came to fruition. The year's costs therefore reflect that activity.

This report follows the guidance as outlined in the Charity Commission Guidance document CC15c.

## 2 Objectives and Activities

### **Purpose and Aim**

The charity's purpose is set out in the CIO Constitution:

- Promotion of Education
- To advance the education of the public in the subject of enriching GCSE and 'A' level studies.
- To advance the education of the pupils by providing and assisting in the provision of facilities not required to be provided by the local education authority for education in schools.

### **The focus of our work**

During the period of this report the focus of the effort was on investigating sources of funding.

### 2.1 Public Benefit Statement

As defined in the constitution:

For the public benefit to promote the education (including social and physical training) of people under the age of 25 years in such ways as the charity trustees think fit, including by: 1. providing their education (including the study of music or other arts) or to prepare for entry to any occupation, trade or profession on leaving any educational establishment.

To assist in such ways as the charity trustees think fit any charity in the UK whose aims include advancing education of persons under the age of 25 years by developing their mental, physical and moral capabilities through leisure time activities.



## 3 Achievements and Performance in the Year

### 3.1 Overview

During the period of the report most of the work of the charity has been pro-bono, carried out by volunteers. This has included face to face work with students, work at Cambridge University, and meetings with potential corporate funders. Barratt Development donated £10,000 and Girton College Cambridge £2000, other smaller donations totalled 3682.50. Stepladder are in negotiations with Deloitte Digital to provide approximately £50,000 over 2 years. With these donations the charity is preparing for a fully funded programme with young people planned to start in late 2021. Three new trustees were appointed who have a varied background and will provide significant expertise to the running of Stepladder.

## 4 Structure, Governance and Management

### 4.1 Governing Document

The charity is a Charitable Incorporated Organisation (CIO) and was registered on the 2nd May 2014.

### 4.2 Recruitment and Appointment of Trustees

The trustees who served during the year were:

- Oliver Dunn (Chairman)
- Louise Francis
- Saher Shah
- Melis Beysal
- Anneliese Amoah

The trustees can be in place for up to four years.

### 4.3 Trustee Induction and Training

The current trustees are familiar with the function of the charity and have been involved in previous similar schemes.

The definition and creation of policy and procedure in this area is to be developed.

### 4.4 Risk Management

There is a risk register and where appropriate, systems or procedures have been established to mitigate the risks the charity faces, notably for Child Protection and Disclosure and Barring Service (DBS) checks.

The charity is insured for public liability as the need arises.

### 4.5 Organisational Structure

The organisation is small, aside from the trustees there is an Operations Team which for this year was reduced to the CEO and a part-time unpaid administrator.

### 4.6 Related Parties

There are no directly related parties. However, the charity is guided by national educational and child protection policies.



#### 4.7 Management Committee

The operational management meet quarterly to review the performance of the programme and ensure good governance. The Chief Executive has delegated authority for operational matters.

#### 4.8 Accountant/Auditor

Not used.

### 5 Financial Review

#### 5.1 Funding Sources

Funding was provided as shown in the table below:

##### **Donations**

	£
Barratt Development	10000
Girton College Cambridge	2000
Virgin Money	683
<b>Total</b>	<b><u>12683</u></b>

There are no custodian trustees.

There are no "grant-making" nor investment activities.

At the request of HMRC a submission was made for Corporation Tax for 2019-2020

#### 5.2 Investment Policy

For the period of the this report no investments were made.

#### 5.3 Reserves Policy

For the period of the this report no reserves were held.

#### 5.4 Plans for Future Periods

There are plans for a Stepladder Programme in a London Borough and work at a major university to start in Autumn 2021. A Development Day for students has taken place at The Forest Academy in LB Redbridge (9<sup>th</sup> July 2021). Stepladder is further developing the association with Barratt and finalising details of that Deloitte Digital will provide. A full programme is planned to run from September 2021 through to 2023.

### 6 Independent Examiner's Report

Not required



## 7 Statement of Financial Activities

**The Stepladder Foundation  
Statement of Financial Activities  
For the year ended 30 September 2020**

	£
Incoming Resources	0
Starting Balance	213.83
Donations	12682.5
Resources Expended	127.27
Charitable Activities	2000
Net Income	10769.06
Total funds carried forward for 2018-2019	10769.06
<b>Balance Sheet as of 30 September 2020</b>	<b>£</b>
Fixed Assets	0
Current Assets	10769.06
Total Funds	10769.06

### Staff

Chief Executive	1
Administrative Support	1
<b>Total</b>	<u><u>2</u></u>

### Total payroll costs

CIO (part time, 3 day week)	0
<b>Total</b>	<u><u>0</u></u>

NOTE: no payroll (PAYE) running



## 8 Declaration

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

Signed

Date 12 08 2021

Oliver Dunn

Chair of Trustees



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Stepladder Foundation

1156906

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/10/2019

To

Period end date  
30/09/2020

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Barrett Development	10,000	-	-	10,000	-
Girton College Cambridge	2,000	-	-	2,000	-
Donations via Virgin Giving	682	-	-	682	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>12,682</b>	<b>-</b>	<b>-</b>	<b>12,682</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>12,682</b>	<b>-</b>	<b>-</b>	<b>12,682</b>	<b>-</b>
<b>A3 Payments</b>					
consulting and Mentoring fees	2,000	-	-	2,000	-
computing materials	127	-	-	127	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>2,127</b>	<b>-</b>	<b>-</b>	<b>2,127</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>2,127</b>	<b>-</b>	<b>-</b>	<b>2,127</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>10,555</b>	<b>-</b>	<b>-</b>	<b>10,555</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>10,555</b>	<b>-</b>	<b>-</b>	<b>10,555</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	COOP BANK (Detailed in TAR)	10,555	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>10,555</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		OLIVER DUNN	