



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: info@thestepladder.org Website: www.thestepladder.org
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
Total	<u>2,538.04</u>

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 (9th 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

	£
Incoming Resources	
Starting Balance	10769.06
Donations	2538.04
Refund	100
Resources Expended	
Charitable Activities	5124.68
 Net Income	 8282.42
Total funds carried forward for 2021-2022	8282.42

	£
Balance Sheet as of 30 September 2021	
Fixed Assets	0
Current Assets	8282.42
Total Funds	8282.42

Staff

Chief Executive	1
Administrative Support	1
Total	2

Total payroll costs	£
Chief Executive (part time)	0
Total	0

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



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Stepladder Foundation

1156906

Receipts and payments accounts

CC16a

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 £
A1 Receipts					
Beacon Academy	1,750	-	-	1,750	-
Donations via Virgin Giving	788	-	-	788	-
Refund	100	-	-	100	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	2,638	-	-	2,638	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,638	-	-	2,638	-
A3 Payments					
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	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	5,125	-	-	5,125	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	5,125	-	-	5,125	-
Net of receipts/(payments)	- 2,487	-	-	- 2,487	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	10,769	-	-	10,769	-
Cash funds this year end	8,282	-	-	8,282	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	COOP BANK (Detailed in TAR)	8,282	-	-
		-	-	-
		-	-	-
	Total cash funds	8,282	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
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	