



# 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

	2024 £	2023 £
<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

	2024 £	2023 £
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
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Charitable activities	14425	30768
	<u>-1916</u>	<u>-1581</u>
Net of receipts/(payments)		
Total Funds brought forward	7869	9450
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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**