

Charity registration number 1163436

Company registration number 09617919 (England and Wales)

INTERDOCEO
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023

INTERDOCEO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr X Bosch (Charity Worker) Mr T M Dawid (Director) Ms Ana Munoz (Trustee)
Charity number	1163436
Company number	09617919
Registered office	1 Princeton Mews 167 - 169 London Road Kingston Upon Thames, Surrey England KT2 6PT
Independent examiner	Mr Alistair I Wern Wern & Co Chartered Accountants & Registered Auditor Savoy House, Savoy Circus, London, W3 7DA

INTERDOCEO

CONTENTS

	Page
Trustees' report	1 - 7
Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Statement of cash flows	11
Notes to the financial statements	12 - 17

INTERDOCEO

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 JULY 2023

The trustees present their annual report and financial statements for the year ended 31 July 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The principal objects of Interdoceo are:

- a) the advancement of the education of the public in languages, literature, cultures, histories and people in the world including in particular, but not exclusively, by the provision of grants and scholarships to enable individuals to learn other languages and to become language teachers; and
- b) the prevention or relief of poverty anywhere in the world in particular, but not exclusively, by the provision of grants to organisations working to prevent or relieve poverty.

How our activities deliver public benefit

Interdoceo exists to promote multiculturalism and to encourage mutual understanding of languages to achieve a respectful coexistence. The charity promotes language learning and development mainly by providing support to individuals to undertake internship programmes with the objective of training to become a foreign language teacher.

The grants are potentially available to any member of the public who wishes to train to become a foreign language teacher. As such, there is a direct benefit being provided to the public in the support they can receive. There is also an indirect benefit to the public in having more qualified language teachers available to teach foreign languages.

The nature of the work that Interdoceo does means that certain individuals will receive financial support to enable them to become foreign language teachers. However, the support that they receive is incidental to the charity's purpose of advancing education in foreign languages and ensuring that there are a sufficient number of adequately qualified teachers available.

In addition, the donations that the charity could make to other charities established for the relief of poverty (which is a fundamental charitable purpose) would benefit the public.

INTERDOCEO

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

Strategies for achieving aims and objectives

Criteria followed to select individuals or organisations to receive grants

Interdoceo intends to support students interested in pursuing a career in teaching foreign languages and individuals applying must meet the following criteria:

- be aged 18 or over and have keen interest in language teaching.
- have English, French or German as a first language, or have completed secondary education in any of these languages.
- undergraduate degree or alternative official diploma earned in the four years previous to the start of the grant.

The allocation is conducted on a first-come first-served basis.

In respect of poverty relief grants, Interdoceo will analyse any received requests and will decide periodically which requests it will support, depending on their expected impact and the funds available, if any.

Criteria used for assessing success

Achievements and performance

Significant activities and achievements against objectives

Training programmes' content

Accepted candidates receive a full time scholarship that includes:

- A foreign language teacher training certified course delivered by the University International de Catalunya: Expert in Bilingual Education, Advanced Methodologies for English Teachers or Teaching English as a Foreign Language.
- A 4 to 9 month practical training in a Spanish school under the supervision of a school teacher, as language assistant.
- Health Insurance under the Spanish public health system.
- Financial support during the training programme.

Staff

As Interdoceo is mainly a grant-making charity, there is no need to hire staff at the moment.

INTERDOCEO

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

Financial review

Review of 2022/2023 academic year activities

During the academic year 2022/23, 102 Spanish schools hosted a total of 143 participants: 89 from the UK, 18 from Ireland and 36 from other nationalities (South Africa, Australia, Canada, Austria, etc).

9 participants (6.29%) left the training programme before it ended for personal reasons, while none of them were expelled due their lack of participation.

Feedback

Participants are requested to send a report at the end of the program, and the tutor is also required to report on the individual. Both reports indicate the impact of the programme in the participant.

Tutor's reports

1. Ability to adapt to a professional environment and to work with a team
2. Punctuality
3. Observance of the school's rules and compliance with the ethical code of conduct of the education sector
4. Professional relationships with colleagues and the school's administration
5. Planning and organisation of their own
6. Good performance on assigned tasks and activities
7. Ability to build a good rapport with his/her students in an educational manner.
8. Good performance on assigned tasks and activities.
9. Ability to organise and encourage learning situations.
10. Ability to maintain the discipline and keep the students' attention.
11. Ability to express themselves correctly in their mother tongue.
12. Adaptation of their teaching style to the age of their students. Use of the most appropriate tools and teaching methods in each situation
13. Ability to get students involved in their own learning
14. Acceptance of constructive criticism and advice to improve that is offered to them.

INTERDOCEO

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

Going concern

Participant's report

As part of their report, participants evaluate from 1 (poor) to 5 (excellent) 10 different aspects of the training programme:

Questions:

1. Has the university training you received during your internship been useful for preparing lessons and fulfilling your responsibilities as a Language Assistant?
2. Has the Centre respected the conditions of the role of the Language Assistant as stated in the convenio?
3. Were you able to successfully communicate with your colleagues in the school: teachers, tutors, etc.?
4. Did you receive proper support from your tutor at school and the one at university when you needed assistance?
5. How would you rate your relationship with other members of staff?
6. Have you been able to maintain a good relationship with the students?
7. Have you been able to adapt your teaching style/methods to the ages and needs of the students?
8. Have you been able to maintain a reasonable level of student discipline in the classroom?
9. Have you been comfortable at the school?
10. What is your general evaluation of the program?

The average evaluation scores are as follows:

	<u>Participant's Report</u>	<u>Tutor's Report</u>
No. of reports completed	135	134
Average Score	4.35	4.23
<i>(Previous Year Average Score)</i>	4.26	4.66

We are very pleased to see that both reports are between 4 and 5, which clearly shows the positive impact of the programme in participants.

Reserves policy

Given Interdoceo's social purpose and policy, the creation of long-term investments or reserves is not expected.

A total of 81 non-for-profit entities (Foundations, Associations, schools and others) have funded our programmes, raising a total of £891,155. (6.75% less than the previous academic year).

6.32% of this amount has been given by Linguam Foundation, to cover the gap between raised funds and grant awarding. Linguam Foundation intends to follow this policy until Interdoceo becomes economically independent.

The income of Interdoceo, from whatever source derived, is, and will be, applied solely towards the promotion of its objects. No portion thereof is paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to the member or trustees of Interdoceo.

INTERDOCEO

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

Structure, governance and management

Interdoceo outsources responsibility for obtaining information on applicants to a separate company called Meddeas. Meddeas is paid by the schools who agree to host the successful applicants, and not by Interdoceo.

Meddeas is partly owned by a trustee, Tomas Dawid. Of course, if there is a potential conflict of interest in deciding whether to outsource responsibility to Meddeas, this conflict will be managed and there is a quorum of trustees independent from Meddeas to make the decision.

We reiterate that there is no direct payment of money from Interdoceo to Meddeas or from Interdoceo to the trustees.

Governing document

Interdoceo is a company governed by its Memorandum and Articles of Association dated 2 June 2015. It is registered as a charity with the Charity Commission (UK).

Mr X Bosch (Charity Worker)
Mr T M Dawid (Director)
Ms Ana Munoz (Trustee)

Recruitment and appointment of trustees

The Trustees

The Trustees as Charity Trustees have control of the Charity and its property and funds. The first Trustees shall be the subscribers to the Memorandum. Subsequent Trustees shall be appointed, and may be removed, by the Member at any time. The minimum number of Trustees shall be Three but there shall be no maximum number of Trustees that may be appointed.

Elected Trustees:

X Bosch

T Dawid

A C Munoz (outgoing)

E Requero (incoming)

Elected Chairman: T Dawid

INTERDOCEO

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

Powers of Trustees

The Trustees have the following powers in the administration of the Charity in their capacity as Trustees:

To appoint (and remove) a Chairperson, Secretary, treasurer and other honorary officers from among their number on such terms as they shall think fit;

To invite observers to attend meetings of the Trustees, and to pay their reasonable expenses out of the Charity's funds. For the avoidance of doubt, such observers are not Trustees and shall not count towards the quorum for a meeting;

To delegate any of their functions to committees consisting of two or more individuals appointed by them. The Trustee may:

Impose conditions when delegating.

Revoke or alter a delegation.

To delegate the day-to-day management of the affairs of the Charity in accordance with the directions of the Trustees to any person;

To make standing orders consistent with Interdoceo's Articles and the Act to govern proceedings at general meetings;

Qualifying third party indemnity provisions

Proceedings of trustees

The Trustees must hold at least two meetings each year. The Chairperson may at any time, and two Trustees jointly may at any time, call a meeting of the Trustees.

Notice of every meeting shall be sent to each Trustee, specifying the place, day and hour of the meeting and the business to be discussed. A quorum at a meeting of the Trustees is two or fifty per cent of the total number of trustees whichever is the greater, excluding any Conflicted Trustee who has not been authorised to participate in discussions or a vote under Article 5.7 (Articles Interdoceo). A meeting of the Trustees may be held either in person or by suitable Electronic Means agreed by the Trustees in which all participants may communicate with all the other participants simultaneously. The Chairperson or some other Trustee chosen by the Trustees present presides at each meeting. Every issue may be determined by a simple majority of the votes cast at a meeting. Except for the chairperson of the meeting, who has a second or casting vote, every Trustee has one vote on each issue.

Other matters

We continue along the same lines having a balanced budget in which expenses don't exceed revenues. The entire available budget is used to fund our programs, but avoiding all financial risks.

COVID-19

Immediate response - As COVID hit, a contingency plan was requested as the crisis related to the pandemic hit the UK in early March 2019. It was agreed at that point board meetings will be held remotely for the foreseeable future using digital technology. Straight away we began communication and engagement with our service users remotely through online, digital and phone.

Effect on finances - At July 2023 we had most of our income secured and we are in the fortunate position that our finances have not been adversely affected by the crisis.

INTERDOCEO

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

The trustees' report was approved by the Board of Trustees.

.....
Mr T M Dawid (Director)
Trustee

Date: March 26th 2024
.....



Interdoceo

INTERDOCEO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF INTERDOCEO

I report to the trustees on my examination of the financial statements of Interdoceo (the charity) for the year ended 31 July 2023.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

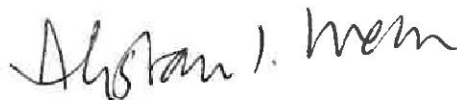
Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



Mr Alistair Ian Wem BSc FCA
Wem & Co Chartered Accountants
Savoy House
Savoy Circus
London
W3 7DA

Dated: 12/4/2024

INTERDOCEO

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Income and endowments from:			
Donations and legacies	3	891,155	955,655
Other income	4	2,835	5,085
Total income		893,990	960,740
Charitable activities	5	992,068	867,854
Net income/(expenditure)		(98,078)	92,886
Other recognised gains and losses:			
Other losses	10	(210)	(1,432)
Net movement in funds		(98,288)	91,454
Reconciliation of funds:			
Fund balances at 1 August 2022		105,827	14,373
Fund balances at 31 July 2023		7,539	105,827

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

INTERDOCEO

BALANCE SHEET

AS AT 31 JULY 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Cash at bank and in hand		12,039		110,327	
Creditors: amounts falling due within one year	11	(4,500)		(4,500)	
Net current assets			7,539		105,827
Income funds					
General unrestricted funds	12	7,539		105,827	
			7,539		105,827
			7,539		105,827

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 July 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on ~~March 26th~~ 2024


Mr T M Dawid (Director)
Trustee

Company Registration No. 09617919

INTERDOCEO

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 JULY 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	14		(98,288)		91,454
Net cash used in investing activities			-		-
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(98,288)		91,454
Cash and cash equivalents at beginning of year			110,327		18,873
Cash and cash equivalents at end of year			12,039		110,327

INTERDOCEO

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2023

1 Accounting policies

Charity information

Interdoceo is a private company limited by guarantee incorporated in England & Wales. The registered office is:

1 Princeton Mews
167 - 169 London Road
Kingston Upon Thames
Surrey
KT2 6PT

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

INTERDOCEO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.8 Taxation

The Charity is exempt from corporation tax on its charitable activities.

INTERDOCEO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Donations	891,155	955,655

4 Other income

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Royalties	49	-
Other income	2,786	5,085
	2,835	5,085

INTERDOCEO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

5 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Insurance	734	683
Course fees	55,871	53,620
Social Security on Scholarship	64,764	52,945
Grants to individuals	860,585	751,600
	<u>981,954</u>	<u>858,848</u>
Other Professional fees	5,980	4,506
Audit & Accountancy fee	4,134	4,500
	<u>992,068</u>	<u>867,854</u>

6 Support costs

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Support Costs:		
Other professional fees	5,980	4,506
	<u>5,980</u>	<u>4,506</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Total	-	-
	<u>-</u>	<u>-</u>

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

INTERDOCEO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Other gains and losses

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Gains/(losses) upon:		
Foreign exchange	210	1,432

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	4,500	4,500

12 Unrestricted funds

The income funds of the charity are all unrestricted funds as noted below:

	Balance at 1 August 2022 £	Incoming resources £	Movement in funds Resources expended £	Balance at 31 July 2023 £
General funds	105,827	893,990	(992,278)	7,539
	105,827	893,990	(992,278)	7,539

13 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

14 Cash generated from operations

	2023 £	2022 £
(Deficit)/surplus for the year	(98,078)	92,886
Adjustments for:		
Foreign exchange differences	(210)	(1,432)
Cash (absorbed by)/generated from operations	(98,288)	91,454

INTERDOCEO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) ***FOR THE YEAR ENDED 31 JULY 2023***

15 Analysis of changes in net funds

The charity had no material debt during the year.