

Charity registration number: 1164214

Friends of Sevenoaks School
Annual Report and Financial Statements
for the Year Ended 31 July 2024

Friends of Sevenoaks School

Trustees' Annual Report

Charity Registration:

The Friends of Sevenoaks School ("FoS") was registered as a charity by the Charity Commission on 2nd November 2015.

Charity Details:

Registered Charity Name: Friends of Sevenoaks School

The charity also operates using the name Friends of Sevenoaks School and the acronym FoS.

The registered charity number is 1164214.

FoS is an unincorporated association.

The public address of the charity is:

Sevenoaks School
High Street
Sevenoaks
Kent
TN13 1HU

The trustees who served during the year were:

Sarvenaz Guivi (Chair) (appointed 16 May 2022)
Sejuti Roy (Treasurer) (appointed 13 October 2022)
Danielle Joyce (resigned 18 July 2024)

Trustees are elected annually at the Annual General Meeting of members of the association. Nominations for election may be made by any member of the association and seconded by another.

The charity has a group of social co-ordinators who organise events for specific year groups.

Objects of the charity:

The constitution of FoS was adopted on 18th May 2015 and states that the object of the association is to advance the education of the pupils of the school in particular by:

- (i) developing effective relationships between the staff, parents and others associated with the school; and
- (ii) engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

Friends of Sevenoaks School

Trustees' Annual Report (continued)

Financial Review, Achievements and Performance:

FoS organizes a range of school-wide events each year that serve to foster strong and meaningful relationships between staff, parents, carers, and other individuals associated with the school. These events play a pivotal role in facilitating the initial integration of new members into the school community, while also nurturing ongoing connections. Central to FoS's mission is the creation and cultivation of a supportive community that unites parents, carers, staff, and alumni, reinforcing a sense of collaboration and engagement. Additionally, FoS manages a social coordinator network, which oversees events tailored to specific year groups, further strengthening the ties between families and the school. FoS also operates an on-site shop that provides second-hand uniforms and maintains a lost property service, both of which are essential resources for the school community. The trustees are pleased to report that FoS has had another successful year in achieving its objectives. They would like to express their gratitude to all those who have generously contributed their time and expertise for the benefit of the Charity.

The trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

At the Annual General Meeting held in October 2024, the Trustees elected in 2022 continued their stewardship of FoS, maintaining a clear focus on its mission and operational oversight. Throughout the year, FoS has flourished under their guidance, preserving cherished traditions while also introducing new initiatives that align with the evolving needs of the school community. Long-standing events, such as the much-loved Quiz Night, were once again successful in fostering engagement and camaraderie between parents, staff, and carers. This year's event included lively competition between parents and teachers. Additionally, the introduction of new cultural activities like Lunar New Year, Holi, Nowruz that celebrated the diverse backgrounds that enrich the school community, reinforcing inclusivity and connection among all stakeholders. A notable development this year was the enhanced focus on year-group-specific social interactions, facilitated through coffee mornings, which provided opportunities for parents to connect in both their Year Groups and within the broader Lower, Middle, and Upper School communities. These gatherings have played a vital role in strengthening relationships and building a cohesive support network across the school. For the first time, FoS also organized a school-wide Winter Fair, inspired by traditional German Christmas markets, which brought together families, staff, and pupils in a festive celebration of the season. The winter festivities also featured a fantastic Wreath-Making Masterclass for parents, led by an Old Sennockian, which was very well-attended and highly appreciated. This event added a creative touch to the celebrations.

In an effort to foster deeper engagement among parents with specific shared interests, FoS introduced a series of niche-focused events centered around the arts, gardening, dance, and cultural tours. These exclusive excursions, which included visits to prestigious institutions such as the Tate, V&A, Riverhill Himalayan Gardens, and Great Comp Gardens, were met with resounding success and high levels of participation. Further enriching the FoS calendar, a new initiative titled "For Parents, By Parents" was launched, consisting of talks specifically tailored to the interests and concerns of the parent body. These sessions garnered significant appreciation, with two particularly well-received events: one led by a psychologist specializing in adolescent development, and another by a general practitioner focused on the topic of menopause. Additionally, FoS forged a partnership with the local Sevenoaks Literary Festival, bringing renowned authors to the school for talks and discussions. This collaboration provided an excellent platform for parents and staff to engage with prominent literary figures and further enhance the intellectual and cultural life of the school community.

Friends of Sevenoaks School

Trustees' Annual Report (continued)

The second-hand uniform shop continued its upward trajectory, contributing significantly to the financial health of FoS and further strengthening its overall balance.

Over course of the year, FoS shifted its focus from fundraising to fostering social interaction among local, international, and boarding parents, prioritizing community building. This renewed focus has led to significant achievements and strengthened our mission to enhance the school community experience. We sincerely thank all members, volunteers, and stakeholders for their continued support.

The main school-wide fundraising events this year were the Quiz Night (£2,877), year group socials (£559), and the Ski Sale (£230). FoS also organized events funded by member contributions, including the Summer Soiree (£2,605), coffee mornings (£454), and Christmas events (£2,223). In the previous year (ended 31st July 2023), the key fundraising events were the Quiz Night (£1,110), Summer Fair (£827), social coordinator events (£314), and Ski Sale (£214), while member-funded events included the new parents supper (£613) and coffee mornings/other events (£1,200).

In 2023-24, the second-hand uniform shop contributed £11,291 to funds after costs, compared to £12,355 in 2022-23. This shop remains popular among parents, students, and new additions to the school community.

Subscriptions from the members for the year were £15,630 (2023: £15,180).

During the year, Friends of the School (FoS) made charitable donations totaling £11,295, a significant decrease from £56,000 in 2022. This reduction reflects the challenges of identifying and supporting worthy projects in the aftermath of the Covid pandemic, which impacted our capabilities in 2022, although stability has returned this year. This shift may also be influenced by the school's request for contributions in light of the upcoming VAT on tuition fees. Recognizing the importance of these contributions, the school sought funding for five specific projects out of which three have been disbursed: the purchase of high-end musical instruments to complement chamber music and orchestra, tennis tables and equipment for the Middle and Lower School, and the replacement and installation of new flags representing all student countries in the dining hall. FoS remains committed to supporting the school's funding strategies. FoS is awaiting details of two more projects (Drama Table & Pavillion near Athletics Track worth approximately £16,000) for which funds have

As of July 31, 2024, Friends of the School (FoS) holds funds totaling £72,790, representing an increase from the previous year's total of £58,636. It is important to emphasize that all funds are unrestricted. The Board of Trustees engages in continuous dialogue with the school administration, with the primary objective of utilizing these funds to align with the mission of FoS.

Declaration:

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

Signed on behalf of the charity's trustees:



Sarvenaz Gulvi
Chair



Sejuti Roy
Treasurer

24th October 2024

Friends of Sevenoaks School

Independent examiner's report to the trustees of Friends of Sevenoaks School **(Charity Number 1164214)**

I report on the accounts of Friends of Sevenoaks School for the year ended 31 July 2024, which are set out on pages 4 to 8.

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 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 Charities Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.



Matthew Couch
Deansfields
Ide Hill
Sevenoaks, Kent TN13 3AF

Date: 22 October 2024

Friends of Sevenoaks School

Statement of Financial Activities for the Year Ended 31 July 2024

	Notes	Year Ended 31 July 2024 £	Year Ended 31 July 2023 £
Incoming Resources			
Income from:			
Subscriptions	2	15,630	15,180
Activities for Raising Funds	3	34,744	45,619
Bank Interest Income		414	12
Total Incoming Resources		<u>50,788</u>	<u>60,811</u>
Resources Expended			
Expenditure on:			
Raising Funds	3	(25,199)	(32,898)
Administrative Costs		(140)	(764)
Total Resources Expended (before donations)		<u>(25,339)</u>	<u>(33,662)</u>
Donations	5	(11,295)	(56,000)
Total Resources Expended		<u>(36,634)</u>	<u>(89,662)</u>
Net Movement of Funds		<u>14,154</u>	<u>(28,851)</u>
Total Funds Brought Forward		58,636	87,487
Total Funds Carried Forward		<u>72,790</u>	<u>58,636</u>

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 7 to 9 form an integral part of these financial statements.

Friends of Sevenoaks School

Balance Sheet As At 31 July 2024

	<u>Notes</u>	<u>31 July 2024</u>	<u>31 July 2023</u>
		<u>£</u>	<u>£</u>
Current Assets			
Cash at bank and in hand		76,246	61,276
Debtors	6	0	1,785
		<u>76,246</u>	<u>63,061</u>
Creditors: Amounts falling due within one year	7	<u>(3,456)</u>	<u>(4,425)</u>
Net current assets		<u>72,790</u>	<u>58,636</u>
Net assets		<u>72,790</u>	<u>58,636</u>
Funds of the charity:			
Unrestricted Funds		<u>72,790</u>	<u>58,636</u>

The financial statements were approved by the trustees on 24th October 2024 and signed on their behalf:



Sarvenaz Guivi
Chair



Sejuti Roy
Treasurer

The notes on pages 7 to 9 form an integral part of these financial statements.

Friends of Sevenoaks School

Notes to the Financial Statements for the Year Ended 31 July 2024

Note 1: Accounting Policies

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Income

Recognition of Income

These are included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

Income with related expenditure

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the Statement of Financial Activities.

Subscriptions

Subscriptions are only included in the Statement of Financial Activities when the general income recognition criteria are met.

Expenditure and Liabilities

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Creditors

Creditors are measured at the settlement amount.

Assets

Debtors

Debtors are measured on initial recognition at settlement amount. Subsequently, they are measured at the cash or other consideration expected to be received.

Stock

Stock of items purchased for use at fund raising and other events are carried at the lower of cost and net realisable value. Items donated to the second hand shop for resale are not included in the financial statements until they are sold.

Note 2: Subscriptions

	Year Ended 31 July 2024	Year Ended 31 July 2023
	£	£
Subscriptions from members	<u>15,630</u>	<u>15,180</u>

Friends of Sevenoaks School

Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

Note 3: Activities for Raising Funds

For the year ended 31 July 2024

	Incoming £	Resources £	Net £
School Second Hand Uniform Shop	13,770	(2,479)	11,291
Other Events generating funds:			
Summer Soiree	385	(2,990)	(2,605)
Quiz Night	8,044	(5,167)	2,877
Christmas Events	2,223	(3,452)	(1,229)
Social Coordinators' Events	0	(759)	(759)
Year Group Socials	1,119	(560)	559
Arts/Cultural/Dance/Garden events	5,991	(6,357)	(366)
Other Events:Ski Sale, Parent Talks, SLF	3,212	(2,894)	318
Events subsidised from subscriptions:			
Coffee mornings and other events		(542)	(542)
	34,744	(25,199)	9,545

For the year ended 31 July 2023

	Incoming £	Resources £	Net £
School Second Hand Uniform Shop	14,632	(2,277)	12,355
Other Events generating funds:			
Summer Fair	2,998	(2,171)	827
Quiz Night	8,222	(7,112)	1,110
Social Coordinators' Events	11,347	(11,033)	314
New Parents' Supper	6,000	(6,613)	(613)
Arts/Theatre/Garden events	2,207	(2,492)	(285)
Other Events-Ski Sale	214	0	214
Events subsidised from subscriptions:			
Coffee mornings and other events	0	(1,200)	(1,200)
	45,619	(32,898)	12,721

Friends of Sevenoaks School

Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

Note 4: Trustees' Remuneration

No trustees received any remuneration during the year.

Note 5: Donations

	Year Ended 31 July 2024	Year Ended 31 July 2023
	£	£
Project 1 : Music Dept Instruments purchase	5,950	40,000
Project 2 : Table Tennis equipment for Middle & Lower school	3,150	11,000
Project 3 : Flags -replacement & addition for the Dining Hall	2,195	5,000
	<u>11,295</u>	<u>56,000</u>

Note 6: Debtors

	31 July 2024	31 July 2023
	£	£
Net amount receivable from School related to events held	0	1,785
	<u>0</u>	<u>1,785</u>

Note 7: Creditors: Amounts falling due within one year

	31 July 2024	31 July 2023
	£	£
Payable relating to School Second Hand Uniform Shop	(2,472)	2,654
Payable to Parents' Choir	(786)	1,241
Payable to School	0	0
Other payable for expenses incurred	(198)	530
	<u>(3,456)</u>	<u>4,424</u>