



Trustees' Annual Report for the period 1st August 2023 to 31st July 2024

Section A – Reference and administration details

Charity name: Warwickshire French Complementary School

Other names the Charity is known by: La petite école de Marianne

Registered Charity Number 1166105

Charity principal address: 10 Lutterworth Road CV230QE Pailton

Name of Charity trustees for the period:

Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
Claire Ceruti	Vice-treasurer Treasurer	From Oct 2022	Re-Appointed by members at General Assembly Meeting on 5 th Oct 2023
Benjamin Qader	Vice-Chair	From Oct 2022	Re-Appointed by members at General Assembly Meeting on 5 th Oct 2023
Carole Salvan	Secretary and Vice Treasurer	From Oct 2022	Appointed by members at General Assembly Meeting on 5 th Oct 2023
Gildas Delbeke	Secretary	From Oct 2022	Re-Appointed by members at General Assembly Meeting on 5 th Oct 2023
Clement Monin	Chair	From Oct 2022	Re-Appointed by members at General Assembly Meeting on 5 th Oct 2023

Section B - Structure, Governance and Management

Type of governing document: Constitution

Type of charitable organisation: CIO

Trustee selection method: Elected by members during AGM meetings

Additional governance issues:

All Trustees give their time on a voluntary basis and receive no remuneration or benefit of any kind. All trustees are appointed for a term of three years by a resolution passed at the annual General Meeting. New trustees are being inducted by the existing Committee members.

A Child Protection Policy is in place.

An Office Manager consultant has been contracted to support the organization day to day management on 7th September 2023.

DBS checks are obtained for Trustees, Teachers, teaching assistants and volunteers.

La petite école de Marianne (Warwickshire French Complementary School) has renewed its membership to "Association Parapluie FLAM" (Registered Charity number 1156089) which provides training and guidance to the Charity and supports collaborations with other similar Saturday French complementary schools in the UK.

Section C - Objectives and activities

The objectives of La petite école de Marianne (Warwickshire French Complementary School) are to enable French speaking children living in Warwickshire, to use and keep developing their linguistic capabilities as well as their affinity with and knowledge of French culture in an extracurricular environment.

The children are able to complement their education, received during the week in traditional English school settings, by following a structured curriculum inspired by and based on the learning objectives established by the French Education Ministry (Education Nationale).

The school is aimed at children aged 4 to about 14 years old.

The CIO also aims to be a meeting point and sharing environment for French speaking families through the provision of various activities, such as:

- A toddler group for children under 4 years old
- A Library
- Parties, cultural and gastronomical events throughout the year

Section D – Achievement and performance

August 2023-July 2024 was our eight year of existence as a charity organization providing education services.

This year was the first year without COVID restriction since the pandemic and we could use the premises of Cubbington C of E Primary School, Church Hill, Cubbington Warwickshire ,CV32 7JY in full.

We were able to follow activities normally and are pleased to report the following:

- In September 2023, we had 8 classes for children aged 4 to 15 years old held in classrooms on Saturday mornings for 2.5 hours at the exception of the toddler group which were 2 sessions of 35 min each for two distinct groups.
- 102 children were registered in the classes throughout the school year and 27 children for the toddler group.
The classes were focusing on helping the students develop their French speaking, listening, reading and writing skills. We had a Teaching Coordinator consultant amongst the teachers whose role was to make sure that the course content was consistent across the classes and that the teachers received the support they needed. The same Teaching coordinator in place at the end of last year followed through to this year.
- The playgroup, called « La Ronde des Mots », had up to 27 children aged 0 to 4-year-old registered throughout the year. On Saturday mornings between 9.35 and 10.10am and 10.25 to 11am an animator consultant offered one 30 minutes session where children and their parents could hear stories, sing and do some craft activities in French.
- In order to promote social interaction with our members, we have offered entertainment and created an exchange area. Throughout the year, we have organised several social events as follows:
 - Throughout the year the coffee corner and library have been open. However at the end of April our renter (Cubbington school) has carried out renovation work and therefore the library was closed until the end of the year. The coffee corner was sometimes held outdoor during that period.
 - A book fair organized on the 18th of November 23 It helped renew the book collection at the library
 - A Christmas party, with children songs on December 9th 23.
 - A "raclette" lunch at the village hall of Bubbenhall organized on the 27th of January 24.
 - A craft fair with 5 exhibitors occurred on 2nd of December 23
 - A "candlemas" event at the coffee corner on the 3rd of February 24.
 - A quiz for adult was held on 16th of March 24.
 - A kids show organized in the school by the Parapluie FLAM for our younger groups held on the 15th of June 24
 - Table top sales on 29th of June
 - An in-class exhibition of work, including topics around the Paris Olympic Games, done through the year by the children on the 6th of July.
 - The pupils crafted about a 100 Christmas card to be sent to lone old people in care homes.

Section E – Financial review

The Charity's overheads such as the consulting-teachers' fees, the rental cost of premises, insurance and general management fees (telephone, internet, training sessions, seminars etc.) are being funded by the membership fees paid annually by the members and the tuition fees paid by the students. Every year, the school fees are determined at the lowest possible level required to maintain operational expenditures.

This year we were pleased, to report an increase of 6 children and 15 members.

To cover the purchase of equipment, books, school supplies and to fund any other project, the Charity usually raises funds through some fundraising activities (e.g. book exchange event).

This year no grant were applied for, however thanks to previous year grants we have managed to keep financial support for families in need via reduced fees for them. This year two families benefited from this.

Section F – Declaration

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

Signed on the behalf of the Charity's trustees

Signature:



Full name: Clement Monin

Position: Chair

Date: 21st October 2024

Warwickshire French Complimentary School

INCOME & EXPENDITURE ACCOUNTS	LA PETITE ECOLE DE MARIANNE		LA PETITE ECOLE DE MARIANNE	
	12 months to 31st July 2024		12 months to 31st July 2023	
	2024		2023	
	£	£	£	£
OPENING BANK / CASH		56,553.00		42,506.96
INCOME				
Membership Fees				
Frais-de-scolarite	45,759.00		43,763.50	
Playgroup	2,572.15		2,372.00	
Library Use	160.00		200.00	
Pre-adhesion	1,461.00		1,275.00	
Other Income	1,440.88		1,665.00	
Fees		51,393.03		49,275.50
Miscellaneous Income -				
Grants			6,542.78	
Activity Income	1,086.95		470.70	
Bank Interest on savings account	253.57		15.55	
Donations				
Total	1,340.52		7,029.03	
TOTAL MISCELLANEOUS INCOME		1,340.52		7,029.03
TOTAL INCOME		52,733.55		56,304.53
EXPENDITURE				
Staffing Costs	37,764.00		30,485.98	
Classroom Purchases	103.91		67.96	
Equipment	116.32		499.99	
General Purchases	212.76			
Playgroup Purchases	145.44			
Activity Costs	833.69		771.04	
Gifts	51.30		161.62	
Event & Fundraising Purchases	465.54			
Advertising	177.47		100.68	
Printing Postage & Stationery	1,475.15		1,460.11	
Telephone Costs	404.88		67.00	
Bank Chgs	66.07		69.02	
Rent	7,980.00		8,475.00	
Insurance	365.60		343.46	
Independant Examiners Fees	228.00		216.00	
Subscriptions	90.19			
Software - Zoom fees			90.00	
Office Equipment			38.52	
Training courses	248.48		78.50	
DBS Checks	157.60		248.00	
Staff Entertaining	60.00			
Total Expenditure		50,946.40		43,172.88
Surplus/(Deficit)		58,340.15		55,638.61
CLOSING BANK + CASH BALANCES		58,620.23		56,553.00

AUDIT REPORT

I have carried out an audit of the above Income & Expenditure Account and confirm that it is in agreement with the accounting records of the school.
In common with organisations of this size I have relied on statements and explanations given to me by the officers of the school for verification.

Hon. Auditor	<i>Diane Clifton</i>	CLIF01	ACIE		CLIF01	ACIE
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LA PETITE ECOLE DE MARIANNE
INCOME & EXPENDITURE ACCOUNT YEAR TO 31st JULY 2024

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Miscellaneous Income -		
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Fund raising Profits

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