



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	August	2022		31	July	2023

Section A Reference and administration details

Charity name

Sydenham High School Parent School Association

Other names charity is known by

Sydenham High School PSA, Syd PSA, PSA

Registered charity number (if any)

1166887

Charity's principal address

Sydenham High School GDST

19 Westwood Hill

London

Postcode

SE26 6BL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Kirsten Meier	Treasurer		
2	Katharine Woodcock	President	Resigned 3 August 2022	
3	Antonia Geldeard	President	Appointed 4 August 2022	
4	Gillian Panton	Vice President	Appointed 1 January 2023	
5	Suzanne Munday	Vice President	Resigned 17 April 2023	
6	Elyse Waites	Vice President	Appointed 18 April 2023	
7	Paula Larsson	Chair	Resigned 3 October 2023	
8	Olivia Bishton	Co-Chair	Resigned 3 October 2023	
9	Rosalie Wilson	Co-Chair	Resigned 3 October 2023	
10	Gillian Mathias	Secretary	Resigned 3 October 2023	
11	Ana Marin	Chair	Appointed 3 October 2023	
12	James Merrett	Chair	Appointed 3 October 2023	
13	Ruth Irving	Co-Treasurer	Appointed 3 October 2023	
14	Meenal Faiz	Co-Treasurer	Appointed 3 October 2023	
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	Barclays Bank Plc	

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 25 th November 2021
How the charity is constituted (eg. trust, association, company)	Unincorporated association
Trustee selection methods (eg. appointed by, elected by)	<p>The Trustees of Sydenham High School Parent School Association (PSA) shall be the Head, The Head of the Prep School, the Deputy Head of the School and the Officers.</p> <p>The members shall appoint from among its parent members up to 8 officers, including but not limited to a Chairperson, Treasurer, and Secretary (the Officers). The roles of Chairperson, Treasurer and Secretary may be shared (joint) appointments.</p> <p>Officers shall be appointed and proposed for election at the AGM annually. The Trustees may fill any casual vacancy which arises following the resignation of an Officer during the year, such Officer to serve until the following AGM.</p>

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All trustees give their time voluntarily and received no remuneration or other benefits.

Summary of the objects of the charity set out in its governing document

The Objects of the PSA are to advance the education of the pupils of Sydenham High School (the **school**), in particular by:

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

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The main activities are as follows:

- fundraising events which raise funds to provide facilities or equipment which support the school and advance the education of the pupils
- social events which promote and develop the relationships between the staff, parents and others associated with the school

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The main events held during the year were both social and fundraising occasions which enhanced relationships within the school community. Funds raised from these events allowed us to contribute towards equipment for the school; celebrations for the year 6 and year 13 leavers; ice creams at the prep and senior school sports days as well as supporting social activities for new parents.

The PSA Frost Fair returned to the school calendar in December 2022, after a two-year break, with Santa's grotto, jingle jars, mulled wine, mince pies and a chocolate tombola being especially popular. The event was a resounding success, adding to the festive cheer during the Christmas period with 10% of funds raised being donated to Lewisham Foodbank.

The PSA Quiz Night took place in the Longton Hall in March 2023 which saw parents - together with the senior leadership team, teaching and support staff - enjoying the quiz questions posed by our fantastic new host and quiz master. 10% of funds raised from the evening was donated to the Disasters Emergency Committee Turkey-Syria Earthquake Appeal.

We held our annual PSA Summer Party in the school grounds on a warm and sunny summer's day in June 2023. It was wonderful to bring the whole school community together to enjoy stalls and activities outside which included inflatables, wet sponges, Pimm's, hook-a-duck as well as a guess the teachers' baby photos competition.

It has been another phenomenal year for sales of Nearly New Uniform (NNU). In addition to NNU sales at the Frost Fair and Summer Party there was a spring term sale and induction day sales for the new September intake. A PSA representative attended each of the inductions to welcome parents to the school and introduce them to the PSA.

Class representatives contributed to our social objectives by organising several activities for their year groups such as parent drinks.

Section E

Financial review

Brief statement of the charity's policy on reserves

Cash funds held in the bank account at 31st July 2023 amounted to £28,005 in unrestricted funds.

A balance of £5,000 is maintained (in the event of unforeseen circumstances which prevent fundraising activities taking place) to cover annual contributions made to the school such as leavers events and new parent get-togethers, as well as general running costs such as membership of Parentkind (the membership association for PTAs).

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Fundraising was the main source of income and together with donations, sponsorship and interest generated gross receipts of £29,636 (2022: £16,840)

Funds were used to contribute towards equipment for the school; celebrations for the year 6 and year 13 leavers; ice creams at the prep and senior school sports days as well as supporting social activities for new parents. These contributions combined with fundraising costs, general costs and donations to other charities resulted in gross payments of £14,743 (2022: £11,800).

Overall, this led to an increase in unrestricted funds for the year of £14,893 (2022: £5,040).

Section F

Other optional information

Future Plans

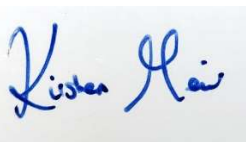

Sydenham High School Parent School Association intends to continue to organise events and fundraise in support of the Sydenham High School.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Kirsten Meier	Ruth Irving
Position (eg Secretary, Chair, etc)	Treasurer	Co Treasurer
Date	30 th May 2024	

Independent examiner's report to the trustees of Sydenham High School Parent School Association

I report to the trustees on my examination of the accounts of Sydenham High School Parent School Association (the Trust) for the year ended 31 July 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

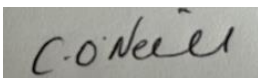
Independent examiner's statement

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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 accounts to be reached.

Signed:



Name: Catherine O'Neill

Relevant professional qualification or membership of professional bodies (if any): ACA

Address: 122 Crystal Palace Road, London. SE22 9ER

Date: 30 May 2024