

**TURNING POINT ACADEMY**  
**REGISTERED CHARITY NUMBER 1167412**

**TURNING POINT ACADEMY**  
**REPORT AND FINANCIAL STATEMENTS**

FOR THE PERIOD ENDED  
31<sup>ST</sup> AUGUST 2020

**ANNUAL REPORT OF THE TRUSTEES  
FOR THE PERIOD ENDED 31ST AUGUST 2020 (continued)**

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**REGISTERED CHARITY NO 1167412**

**TRUSTEES AND PROFESSIONAL ADVISORS**

<b>Board of Trustees</b>	Mrs Amina Osman Ms Joanna Rowntree Ms Julianna Draskoczy
<b>Registered Address</b>	Vestry Hall 336-338 London Road Mitcham CR4 3UD
<b>Bankers</b>	HSBC Bank PLC
<b>Accountants</b>	Douglas Darko & Company Limited Chartered Certified Accountants & Registered Auditors 342 Streatham High Road, First Floor Streatham London SW16 6HH

## **ANNUAL REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31ST AUGUST 2020 (continued)**

The Trustees present their annual report and financial statements of the CIO for the period 1st September 2019 to 31st August 2020. 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 UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the requirements of the Charities Act 2011.

The Report explains the activities of the Charity that have made a significant contribution to the charity's purpose and provide public benefit.

The charity constitutes a public benefit entity as defined by FRS 102. The Trustees have referred to the guidance in the Charity Commission's general guidance on Public Benefit and complied with section 17(5) Charities Act 2011 when reviewing their aims and objectives and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set in the Governing Document.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

Turning Point Academy (TPA) is constituted as a Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 2 June 2016 under number 1167412. It is governed by a constitution last updated on 2 June 2016.

#### **Organizational Structure**

The CIOs trustees are responsible for the general control of the CIO. The trustees give their time freely and receive no remuneration or other financial benefits. The trustees meet regularly and are responsible for all decisions taken in relation to running the CIO. Trustees take care to keep apprised of changes in legislation that may affect the CIO.

The day-to-day running of the CIO is delegated to staff. The organisation is small, and some individuals serve dual roles as both trustees and staff. The CIO has obtained permission from the Charity Commission regarding the payment of those individuals who are both trustees and paid staff. There are clear policies in place to deal with any potential conflict of interest.

#### **Recruitment and Appointment of Trustees**

The existing trustees are responsible for the recruitment of new trustees. In selecting new trustees, we seek to identify people who regularly attend events and activities of the CIO and who are willing to volunteer to become more deeply involved in the running of the CIO. The suitability of the potential trustee is discussed at a trustees' meeting, where their personal competence, knowledge and skills are taken into account. If all agree, the new trustee is proposed at a subsequent meeting.

#### **Induction and training of trustees**

Following appointment, new trustees are introduced to their new role and given copies of the constitution and a guide to the policies and procedures of our CIO. A number of publications from the Charity Commission are also provided. In order to keep up with changes, opportunities are also made available for trustees (both new and existing) to attend training provided by third party organisations. Those who attend such training then pass on what they have learnt to those who did not attend. This ensures that new Trustees are aware of their responsibilities and legal obligations.

**ANNUAL REPORT OF THE TRUSTEES  
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**Risk management**

The trustees have assessed the major risks to which the CIO is exposed. The trustees are satisfied that systems are in place to manage the risks that have been identified. Required level of insurance cover is in place.

In line with HM Government Report 2013 on Tackling Extremism in the UK, and with reference to the government document on proscribed organisations November 2014, TPA has an anti-extremism policy, which is included in the staff handbook and the student code of conduct.

The CIO continues to review its procedures and policies to ensure that they are consistent with those in best practice.

**OBJECTIVES AND ACTIVITIES**

**Summary of the objectives of the CIO set out in its governing document**

TPA's overall aim is to advance and raise the awareness of the Islamic faith for the public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objectives**

In planning activities for the year, TPA has kept in mind the Charity Commission's guidance on public benefit.

The focus of our activities remains our three weekly sessions (at two venues across London), with a program of additional internal events.

Weekly study sessions (including quality crèche provision to support mothers with young children); courses such as parenting/motivation/language; special events such as open days. An important part of our weekly sessions is to provide space in the schedule for socialising and befriending. In addition we provide meals/refreshment as appropriate.

Whilst activities continued as planned from September 2019 to March 2020, restrictions due to the Covid-19 pandemic impacted greatly on our service delivery from March 2020. Initially only minimal online contact was maintained with the most needy students. However, we then developed online resources for students to access which have been well received. New students continued to enrol even during lockdown, using our new online facilities. Our general objectives and strategies remain unchanged. We aim to gradually return to a usual in-person pattern of activities as pandemic restrictions allow.

**ANNUAL REPORT OF THE TRUSTEES  
FOR THE PERIOD ENDED 31ST AUGUST 2020 (continued)**

**Strategies**

TPA attracts members from all backgrounds, regardless of faith, age, ethnicity or number of years since researching Islam.

TPA is non-judgemental, non-sectarian and non-political.

We place great importance on providing a high-standard service, through careful venue selection and recruitment of qualified and/or experienced teachers. Resources are carefully selected and/or created to fit our specific student base. Resources are made available in a variety of languages, and volunteer translators may be available if required.

An array of physical barriers may be experienced by new Muslim women, as many have pre-school children. This poses difficulties in attending classes due to lack of childcare facilities and access to venues which are step-free for push chairs. Similar access problems are faced by wheelchair users and the elderly who may find it difficult to navigate stairs.

The choice of our teaching venues takes into account these situations and caters for all students' needs. In addition, we hire a professionally-run crèche so that mothers with young children are able to access our services.

TPA beneficiaries are often students on low budgets, single parents or women relying totally on funds from their husbands who may not be high earners themselves, therefore, finance can be a huge obstacle to seeking suitable Islamic education, travelling to venues can also be costly. TPA does not charge for any of our services, although a collection box is passed around for voluntary donations. Where students are unable to afford travel costs, these may be reimbursed, upon presentation of receipts, after assessment of the individual case.

Teachers are carefully recruited after interview and CV and reference checks. All educators are trained and have knowledge of the wider social context in order to provide ongoing gentle guidance.

TPA has a pool of in-house and visiting lecturers. Workshops, discussions and structured courses are professionally planned and delivered to suit our students' needs.

Management staff are a mixture of volunteers and paid staff who possess a range of essential professional skills and expertise. They undergo regular training in order to provide a high standard of project management. TPA has clear protocols and procedures to enable staff to meet the project's high expectations.

**Volunteer Contribution**

The greater part of the activities of the CIO are carried out by volunteers, with the activities of paid staff being primarily those of co-ordination and organisation.

All of the teachers at our weekly sessions volunteer their time with no remuneration. Most of the lecturers also volunteer their time with no remuneration, although travel expenses are claimed by some. Occasionally a professional speaker is invited to speak and is paid. Such speakers are carefully chosen for the particular contribution they can make to the CIO. It should be noted that on several occasions, professional speakers have been moved to waive their fee after actually attending and seeing the work that we do.

Other activities undertaken by volunteers include legal advice/support to the project; on-the-ground management of study sessions; cooking and/or buying food for catering at study sessions; and setting up and clearing away at teaching venues.

## **SUMMARY OF THE MAIN ACHIEVEMENTS OF THE CIO DURING THE PERIOD**

### **How our activities deliver public benefit**

The CIO carries out a range of activities in pursuance of its charitable aims. The trustees consider that these activities, summarised below, provide benefit both to the student members of Turning Point Academy and the wider community.

We aim to support individuals in a transition process of converting to Islam by promoting peace and understanding through interaction and education. In addition, we welcome and involve students' families and friends, regardless of their faith.

We aim to prevent racism, isolation, extremism, radicalism and exploitation; and promote integration and harmony of different faiths and cultures.

### **Weekly Study Sessions (until March 2020)**

TPA provides weekly sessions, during school term-time, at two venues across London. Each session comprises one-to-one/small group teaching; a talk to the group by an invited speaker; and social time, with a meal or light refreshments provided.

There is no charge to students to attend sessions, although a collection is made for voluntary contributions.

We have a broad pattern of student attendance, with some returning term after term, and some attending for just one or two terms. New students continue to enrol on a regular basis.

13 teachers provided approximately 400 man-hours of direct teaching time to approximately 70 different students across our venues during the period.

39 new students enrolled during the period.

In addition to enrolled students, guests from the wider community attended our Saturday Lunches.

A pool of 16 lecturers provided over 30 hours of lectures/workshops across the period.

Around 20 children were in the registered pool for the Friday crèche, although not all attended every week.

Over 600 meals were provided free of charge to students across the period.

Most of these figures are greatly reduced in comparison to a usual year, due to sessions being cancelled due to pandemic restrictions. However, the number of new students enrolling remained around the same as a usual year (actually slightly higher than last year), as new enrolments continued to take place online.

### **Open Days**

No events were held this year due to pandemic restrictions.

### **Saturday Lunches**

We successfully ran two Lunch events at our Saturday venue, with the aim being to open the session to a wider audience and provide more of an incentive for people who are travelling further to the venue. Further events planned for the rest of the year were cancelled due to pandemic restrictions.

### **Breaking Fast Events**

No events were held this year due to pandemic restrictions.

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**Collaboration with counselling service**

After noticing that dealing with issues of student emotional well-being was affecting our teaching time, we have linked up with Mindworks Psychological Services to offer our students cost-free access to counselling, coaching and psychotherapy, according to need.

**STAFFING**

Paid staff have moved from employee status to self-employed status, streamlining administration. One paid member of staff has moved to a volunteer status. Both of these have contributed towards cost savings.

Since March 2020, staff have been working from home, keeping in touch with each other via Whatsapp groups and MS Office Online. Access to our office in Mitcham has been severely curtailed due to strict pandemic restrictions in place at the venue.

**FUTURE DEVELOPMENTS**

We are hoping to gradually return to our usual provision in our regular venues once pandemic restrictions are lifted. Alongside this, we are developing a range of online resources, both live sessions and recorded material, for students to access remotely whilst pandemic restrictions are in place. It is likely that some form of online provision will continue alongside in-person sessions even once pandemic restrictions are lifted.

**FINANCIAL REVIEW**

In the year to 31<sup>st</sup> August 2020 income was £12,050 (2019: £19,402). The reserves at 31<sup>st</sup> August 2020 were £27,751 (2019: £29,750).

Income has been greatly reduced due to cancelled sessions because of the Covid-19 pandemic. However, expenditure has likewise been affected, and so our end of year balance remains approximately the same as in a normal year.

**RESERVES POLICY**

We aim to hold a minimum of £5,000 of unrestricted funds in the bank as a reserve, to meet any unforeseen expenditure that may occur.



**ANNUAL REPORT OF THE TRUSTEES  
FOR THE PERIOD ENDED 31ST AUGUST 2020 (continued)**

**STATEMENT OF TRUSTEE'S RESPONSIBILITIES**

The Trustees are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Standards (United Kingdom Generally Accepted Accounting Practice).

Charity Law requires the Trustees to prepare financial statements for each financial year. Under charity Law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the CIO and of the incoming resources and application of resources, including the income and expenditure, of the CIO for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the CIO will continue on that basis.

The Trustees will be responsible for maintaining proper accounting records and disclose with reasonable accuracy at any time the financial position of the CIO and enable it to ensure that the financial statements comply with the Charities Act 2011.

The Trustees are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

There is no relevant audit information of which the CIO's auditor is unaware and the trustees have taken all steps that they ought to have to make them aware of any relevant audit information and to establish that the auditor is aware of that information.

Approved by the Trustees and signed on their behalf by-



Trustee: Ms Joanna Rowntree  
Date: 29 June 2020

**ANNUAL REPORT OF THE TRUSTEES  
FOR THE PERIOD ENDED 31ST AUGUST 2020 (continued)**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31<sup>ST</sup> AUGUST 2020**

		<b>Unrestricted Fund 2020 £</b>	<b>Restricted Fund 2020</b>	<b>Total Funds 2020</b>	<b>Total Fund 2019 £</b>
<b>Incoming Resources</b>	<b>Notes</b>				
<b>Incoming resources from Generated Funds:</b>					
Voluntary Income and Donations		12,050	20	12,070	19,402
Grant Income		-	-	-	-
Other Income		-	-	-	-
<b>Total Incoming Resources</b>		<b>12,050</b>	<b>20</b>	<b>12,070</b>	<b>19,402</b>
<b>Resources expended</b>					
Cost of Generating voluntary income		-	-	-	-
Charitable Activities	3	11,178	2,098	13,277	24,386
<b>Total Resources Expended</b>		<b>11,178</b>	<b>2,098</b>	<b>13,277</b>	<b>24,386</b>
<b>Net (Expenditure) / Income for the year</b>		871	(2078)	(1,207)	(4984)
<b>Total funds brought forward</b>		29750	(791)	28,959	-
<b>Transfers Between Funds</b>		-	-	-	-
<b>Total funds carried forward</b>		<b>30,621</b>	<b>(2869)</b>	<b>27,751</b>	<b>28,959</b>

**ANNUAL REPORT OF THE TRUSTEES  
FOR THE PERIOD ENDED 31ST AUGUST 2020 (continued)**

**BALANCE SHEET FOR THE FOR THE PERIOD ENDED 31<sup>ST</sup> AUGUST 2020**

	Notes	2020	2019
		£	£
<b>Fixed Assets</b>			
IT Equipment		-	-
		-	-
<b>Current Assets</b>			
Debtors	5	-	107
Cash at Bank and In Hand		28,364	29,621
		<b>28,364</b>	<b>29,728</b>
<b>Current Liabilities:</b>			
<b>Amounts falling due within one year</b>			
Creditors	6	100	100
		<b>100</b>	<b>100</b>
<b>Net Current Assets</b>		<b>28,464</b>	<b>29,628</b>
<b>Total Assets Less Liabilities</b>		<b>28,464</b>	<b>29,628</b>
<b>Funds</b>	7		
Restricted Fund		(2,869)	(791)
Unrestricted Fund		30,621	29,750
<b>Total Funds</b>		<b>27,751</b>	<b>28,959</b>

The Trustees consider that the charity is entitled to exemption from the requirement to have an audit under section 144 of the Charities Act 2011 and that members have not required the charity to obtain an audit.

The trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and preparation of accounts.

Approved by the Board of Trustees and signed on its behalf by



Trustee: Ms Joanna Rowntree  
Date: 29 June 2020

## ANNUAL REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31ST AUGUST 2020 (continued)

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE PERIOD ENDED 31<sup>ST</sup> AUGUST 2020**

## 1. Accounting policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

## 2. Basis of preparation

### a) Accounting Conventions

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts 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 UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

Assets and Liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

### b) Fund Accounting

Designated and Restricted Funds are those received which have been earmarked by the Trustees for special purposes.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

### c) Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

#### d) Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Cost of generating funds comprises those costs associated with attracting future income. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes costs that can be allocated directly to such activities.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the examiner fees and costs linked to the strategic management of the Charity.

**e) Fixed Assets**

Fixed Assets are stated at cost less accumulated depreciation. Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

IT Equipment	20% straight line
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## NOTES TO THE FINANCIAL STATEMENTS

**ANNUAL REPORT OF THE TRUSTEES  
FOR THE PERIOD ENDED 31ST AUGUST 2020 (continued)**

**FOR THE PERIOD ENDED 31<sup>ST</sup> AUGUST 2020 (CONTINUED)**

**f) Recognition of liabilities**

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.

**3. Expenditure on Charitable Activities**

				Total Funds		Total Funds
		Unrestricted funds	Restricted funds	2020		2019
		£	£	£		£
Staff & Volunteer Cost		2,574	-	2,574		2,188
Premises Cost		3,558	-	3,558		5,800
Creche		1,090	-	1,090		5,204
Student Support		-	1,712	1,712		874
Administrative Expenses		1,476	-	1,476		2,219
Venue Hire and catering		2,350	386	2,736		6,944
Legal & Professional Costs		128	-	128		1,157
		11,178	2,098	13,277		24,386

**Analysis of expenditure on charitable activities**

	Direct Costs	Support Costs	Total Funds 2019	Total Funds 2018
	£	£	£	£
<b>Charitable activities</b>	11,672	1,605	13,277	24,386
<b>Governance Costs</b>	-	-	-	-
	11,672	1,605	13,277	24,386

**4. Trustees Remuneration and Expenses**

No Trustees were paid any remuneration this year (2019: Nil) but are reimbursed for any travel and related costs.

**ANNUAL REPORT OF THE TRUSTEES  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31<sup>ST</sup> AUGUST 2020 (CONTINUED)**

5.	<b>Debtors</b>	<b>2020</b>	<b>2019</b>		
		<b>£</b>	<b>£</b>		
	Prepayments	-	107		
		-	107		
6.	<b>Creditors: Amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>		
		<b>£</b>	<b>£</b>		
	Accruals				
	Accounts Payable				
	Other creditors	100	100		
		100	100		
7.	<b>MOVEMENT IN FUNDS</b>	<b>At 1 September 2018</b>	<b>Income</b>	<b>Expenditure</b>	<b>At 31 August 2019</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Unrestricted Funds	29,750	12,050	11,178	30,621
	Restricted Funds	(791)	20	2,098	(2,869)
		28,959	12,070	13,277	27,751