



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	July	2022		30	June	2023

Section A Reference and administration details

Charity name	Oasis English Language School
Other names charity is known by	
Registered charity number (if any)	1168323
Charity's principal address	14 Wardley Close
	Ipswich
Postcode	IP2 9RT

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	Rodney Cook	Chair		
2	Alan Durrant	Treasurer		
3	Jenny Howe			
4	Dave Pepper			
5	Alan Cutting		4 November 2022	
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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

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
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustees board

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.

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Section C Objectives and activities

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

To develop the capacity of migrant communities in Ipswich in such a way that they are better able to identify, and help meet their needs and to participate more fully in society

To advance the education of the public in the subject of English as a second or other language (ESOL).

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)

Oasis English Language School (OELS) provided high quality lessons each week for students across the European Framework at Starter to Upper Intermediate level (ESOL levels Beginner to Level 1).

Lessons are open to all, irrespective of gender, age or nationality.

OELS charges minimal fees to help immigrants who cannot afford the fees of commercial language schools.

OELS mission is 'to equip refugees and migrants with the language skills needed to integrate into the local community and culture'.

The Trustees have regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

Apart from the Director, who is employed on a part-time basis, volunteers fill all other roles eg teaching, creche, kitchen

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

Oasis English Language School uses premises in Burlington Road, Ipswich - a building that is owned by Ipswich International Church. The Church gives the School free use. It is ideally located in the area of highest need in Ipswich where the last census showed that up to 20% of residents could not speak English.

The Director, the only employee, works part-time (12 hrs per week). The charity relies on volunteers

The demand for lessons increased in 2022 – 2023 and there was often a waiting list. As a student left for employment or higher education, or a student moved from Ipswich, a new student was accepted.

A creche is provided (up to 6 children) and the School continues to be the only language school in Ipswich that provides this facility.

We registered just over 80 students, from 24 different countries. This included 8 Ukrainian refugees and 4 Iranian asylum seekers.

A free lunch was provided for students, which offers further opportunity for informal conversation practice.

Over the course of the year some students made sufficient progress to enable them to access courses at other institutions eg. Colchester Institute, and some other students gained volunteering opportunities with other local charities or employment.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity's Financial Policy includes reference to the Reserve Policy. The Trustees consider an adequate reserve to equal 3 months expenditure.

Details of any funds materially in deficit

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.

Section F

Other optional information

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)	Rodney Cook	Alan Durrant
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	29 February 2024	

OASIS ENGLISH LANGUAGE SCHOOL

2021-22 Actual	INCOME	2022-23 Budget	Income to date	% of Budget	2021-22 Actual	EXPENDITURE	2022-23 Budget	Expend to date	% of Budget
13,626.00	Brought forward	£ 11,028	£ 11,028		9,561.00	Director			
0.00			£ -		315.00	Salary (incl. employee cont)	£ 9,700	£ 11,408	118
1,720.00	Registration & Subscriptions	£ 1,500	£ 1,971	131		Employer's NI & Pension	£ 300	£ 237	79
50.00	Gifts from individuals		£ 100			Training/networking/Misc expenses	£ 200		
0.00	Shepherd Drive Baptist Church		£ 2,250			Volunteers			
1,500.00	Arnold Clark				273.00	Volunteers expenses	£ 750	£ 303	40
92.00	Archant					Team Meetings	£ -	£ 30	
4,136.00	Suffolk Community Trust		£ 2,000		7.00	Training/networking/Misc expenses	£ 200	£ 558	279
	SCC Support for Iranian								
160.00	Students (via SDBC)					Students			
80.00	SCC Fees					Social activities	£ 300	£ 56	
2,000.00	Suffolk Community Trust				637.00	Lunches	£ 1,000	£ 1,120	112
0.00	Stewardship		£ 600			Resources			
0.00	Burlington Baptist Church		£ 420			Stationery / postage	£ 175	£ 78	45
					135.00	Student books	£ 1,000	£ 495	49
					72.00	Printer cartridges / copying	£ 150	£ 107	
					29.00	Website domain	£ 150		0
					101.00	Insurance	£ 300	£ 185	62
					185.00	Examination of accounts / payroll	£ 100	£ 170	170
					0.00	Publicity	£ 100	£ 76	76
					30.00	Misc	£ 500	£ 507	101
					992.00	Total Payments	£ 14,925.00	15,331.46	103
23,364.00	Total Receipts	£ 12,527.82	£ 18,368.82	147	12,337.00	Surplus (Deficit) budget for year	-2,397	3,037	

BALANCE SHEET AS AT 30 June 2023

CURRENT ASSETS

Cash in hand and at bank

Cash	28.69 as at 30/06
Bank	<u>3,037.36</u>
	<u>3,066.05</u>