



Araba Scott Children's Foundation Trustees' Annual Report 2024

The trustees of Araba Scott Children's Foundation present their annual report and accounts for the period **1st April 2023 to 31st March 2024**, and confirm they comply with the requirements of the Charities Act 2011, the constitution, and the Charities SORP (FRS 102).

Executive Summary

This year marks 7 years of Araba Scott Children's Foundation (ASCF), and 10 years of service to children and families in St. Thomas, Jamaica! Our Director was able to celebrate this milestone with the children in-person at our safe haven. We played games, had cake, drinks and snacks to enjoy our 10-year anniversary and reflect on all our progress. The children (alongside a qualified electrician) also got involved in the installation of 3 solar floodlights, allowing us to have light in the safe haven for the first time. Not only are we increasing our sustainability, but we are enhancing the security of the children and safe haven in the evenings.

Our total voluntary income for this financial period was £9,178; nearly 3 times more than at the end of March 2023. We are astounded by the progress we made this financial year and are pleased with how much we could achieve with it. Our Marketing this year led to us generating the highest amount of voluntary income in ASCF's history. Our main source of voluntary income came from two legacy donations, overtaking donations from any other donation category for the first time.

Our total expenditure for this financial period was £6,629 – a 14% increase from last year. The ACE Learning Programme accounted for the majority of our spending, owing to the delivery of 139 sessions, which is nearly double the number we delivered last year (70).

Four days per week, we held free sessions in:

- ACE Learning Literacy
- ACE Learning Numeracy
- ACE Learning Arts and Culture
- Lego® Club and
- Kidz Klub

Other children's activities included a trip to Sunny Hill Coconut Farm, Emancipation Park and Barcadia (a virtual reality arcade). The first trip was organised by our Lead Project Facilitator, Kamara Webb and the second by our trustee, Gee Okolo-Angus. This year we did not spend any money on workshops as we prioritised the ACE Learning Programme. ASCF



supported a number of children from our safe haven who entered the local Banana Festival Pageant by providing fabric, costumes and encouragement at rehearsals.

The strategic aims we made most progress on were, Fundraising (Strategy Item 2), Marketing (Strategy Item 3), and Education (Strategy Item 6). We received both of our legacy donations, as a result of our flyers, website, social media presence and engagement with other users online. We also had several members of the public arrange visits to our safe haven.

Visitors included:

- Electrician and former bathroom showroom owner, Lyton Mark from the UK
- Poet, author and social worker, Hylton Grace from the Cayman Islands
- Founder and CEO of the Black Curriculum, Lavinya Stennett from the UK
- Founders of a children's charity in Portland, Jamaica who wanted to learn how they could replicate a service like ours in their parish. The team was led by Sherene Williams from the UK.
- Registered nurse, Sandra Campbell from the UK

One of our aims is to keep children in education no matter their circumstance, ability or financial situation. We have successfully intervened to help children develop their basic literacy and numeracy skills. ASCF has taken an individualised approach this year, allowing us to track and celebrate the achievements of each child. ACE Learning sessions also teach children new skills that will help prepare them for life.

Additionally, ASCF was able to support children and families more broadly across St. Thomas. To Lysson's Primary School, and the Staunton Road Basic School, we donated Lego®, whiteboards, toys, storybooks, [the Lego® Therapy Workbook](#), Play-Doh, skipping ropes and more. A Lego® Club was also established in Lysson's Primary School, which is the first Club ASCF has set up outside of our safe haven. We also partnered up with Port Morant LifeLine Mission on 2 occasions to provide ingredients for hot meals and the transportation to get them to the recipients.

This year, ASCF took advantage of new opportunities to raise awareness of our work and fundraise. We were invited to be exhibitors at the Black British Book Festival in Manchester on 17th September 2023. This was our first experience at a book festival, and we sold 6 copies of our Lego® Therapy Workbook. We were then invited again to the Black British Book Festival in the Southbank where we sold 8 Workbooks. We gained new donors by speaking to members of the public and received one-off donations too.

Another first for ASCF was hosting workshops for companies about autism and our Lego® Therapy Workbook. We presented to employees of Deloitte at their 'Autism in the Workplace' event and did a workshop with children at the Institute of Wellbeing.



In recent years, not excluding this one, we have noticed the adverse effects of climate change in our local community. Heavy flash flooding in November prevented us from opening our safe haven and saw many children frequently sick. AS ASCF goes forward, we would like to work with the community to see how we can all change our behaviours to mitigate the effects of climate change on children and the wider society. This might involve us organising a meeting with local residents and businesses to ensure that all waterways and drains are free of rubbish, so rainwater can drain properly for example.

In November 2023, we said goodbye to our Lead Project Facilitator, Kamara Webb and welcomed in Davian Skyers (a former ASCF child) and Sherene Hamilton. Hobbian Turgott (a former ASCF child and resident maths genius) also returned to strengthen our new Jamaica team.

We look forward to the next financial year, and trust ASCF and our teams in the UK and Jamaica will go from strength to strength, as we work to ensure all childhoods in St. Thomas are thriving, happy and healthy.



Child playing on the safe haven veranda with volunteer, Sandra Campbell in the background



Mission Statement

ASCF's mission is to bring children of all circumstances living in St. Thomas together with professional artists, teachers, and therapists, to create, learn, play and embrace their culture, increasing wellbeing, tolerance, and helping give children a positive view of themselves.

Strategy and Objectives for 2023 and 2024

Our current strategy aims to make progress in 6 key areas: organisational development, fundraising, marketing, art, culture and education. A detailed internal document has been produced to outline each strategy, its rationale, our current position, where we expect to be by 2024 and our details of actions. In brief:

Concerning:

- **Strategy Item One, 'Organisational Development' between 2021-2024**

We are enhancing the effectiveness of ASCF's governance and management, by striving for a fully active and involved Board of Trustees and fully remunerated staff team. Additionally, we want a wide range of skills and representation within the Board of Trustees and Advisors.

Concerning:

- **Strategy Item Two, 'Fundraising' between 2021-2024**

We continue to scale up our fundraising efforts by seeking a fundraising volunteer to help identify key trusts and foundations to apply to for core costs, writing *or* editing grant applications, and arranging media and PR events that we can attend or participate in. Thus, raising enough funds to allow ASCF to operate a full cost recovery model that can sustain and expand our children's work in St. Thomas, Jamaica.

Concerning:

- **Strategy Item Three, 'Marketing' between 2021-2024:**

We are raising awareness about, and engaging more of the public with our work, both in-person and on social media, allowing us to share our successes, evidence of learning and solutions to challenges in St. Thomas, Jamaica.

Concerning:

- **Strategy Item Four, 'Art' between 2021-2024:**

We have developed a dedicated arts programme, as part of the ACE Learning programme, creating our own lesson plans that teach children different artistic styles. By highlighting



children's natural propensity for art-making, we are encouraging relaxation while learning skills and methods of creativity that could be used as a trade, or coping tool in later life.

Concerning:

- **Strategy Item Five, 'Culture' between 2021-2024:**

We have established a dedicated cultural learning programme for children, helping children in St. Thomas celebrate their culture and history, and the stories of others. Therefore, supporting children's development of self-confidence, empathy and tolerance towards others.

Concerning:

- **Strategy Item Six, 'Education' between 2021-2024:**

We have doubled the number of classes we offer to children per week and doubling our team so that children aged 4-10 are taught by two primary school educators, and children aged 11-17 are taught by two secondary school educators. We are benefiting from having safely recruited more skilled and passionate volunteers, and have a mobile ACE Learning service for children who are confined to their home due to a physical disability.

Our Aims

The CIO operates under its governing document which was authorised by the Charity Commission for England and Wales on 18th October 2016 and included the regulations for appointment of trustees.

The objects of the CIO are to advance in life and relieve the needs of young people in St. Thomas, Jamaica through:

1. Advancing education;

The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;

Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

2. To advance the education of the public in St. Thomas, Jamaica but not exclusively by the provision of basic literacy and numeracy classes.

Review of Activities



Children playing with their sensory parachute at the safe haven

Participant Numbers and Activities

Between April 2023 and March 2024, ASCF delivered 139 weekly ACE Learning sessions, Kidz Klub and Lego® Therapy. Each session had between 1 and 15 participants. Play is embedded into every session, and children always have access to toys and play equipment. Although we have not given play its own category the children regularly dress up, play games with friends, play with the toys and read for leisure.

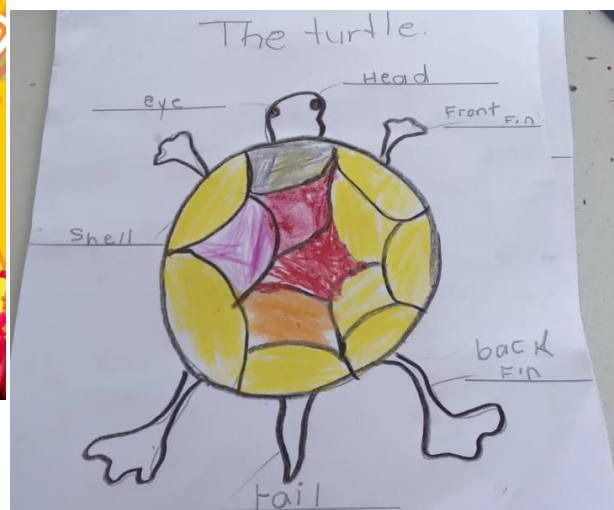
ACE Learning Arts and Culture

In ACE Learning Arts and Culture, the children studied countries such as, Zimbabwe, Iraq, Angola, Cuba, Former Yugoslavia, San Marino, Trinidad and Tobago, Yemen and Cayman Islands. The lessons are divided into two parts: listen and learn, and then an art project related to what the children have just learned. For instance, when studying Trinidad and Tobago, the children learned about bioluminescence at the Ortoire River, and how all living organisms



have ways to release stress. The children's task was to draw a picture of how they wish their body could respond to stress.

For each country, or culture, we study, we continue to incorporate any African influences, or artists with African heritage. This exposes the children to the inventions, talents, and histories of Africans in the world – something that we have always strived to make the children feel proud of.



Drawing and labelling of a turtle in a session about the Cayman Islands

ACE Learning Numeracy

In ACE Learning Numeracy, the children continue to work in groups and on a one-to-one basis with our Jamaica Team and Director, who plans and reviews their work weekly. We continued to focus on memorisation of times tables from 1-12, 2D and 3D shapes, measurement, and mental arithmetic. In sessions, we continue to employ a range of manipulatives and tactile resources, such as cubes, the abacus and Lego® to support the children as they learn. ASCF created their own mixed maths test papers, which introduce children to a variety of maths concepts. Each test paper is designed for a different age group and is used by our Director to identify areas for improvement in the next session. If children from the same age group are struggling on the same question it means the next session is tailored towards that topic. If one child out of the group is struggling in a different area(s), this child will receive one-to-one support in the next session.



Age 8-10

ACE Learning Numeracy Test 6

1.	1/2kg is the same as 500g. Add 1/2 kg to 300g.	— g	9.	Find 1/5 of 40 (40 divided by 5).	
2.	Add 1/2kg to 600g	— g	10.	1/4 of 1000 =	
3.	There are 1000g in 1kg. True or false?		11.	3/4 of 1000 =	
4.	1/2 of 24 = 24 divided by 2 1/4 of 24 = 24 divided by ?		12.	How many fourths are in 12 whole ones (4 x 12)?	
5.	Difference means take away. Find the difference between 230 and 37.		13.	Divide 80 by 10	
6.	1/3 of 36 = 36 divided by 3 1/9 of 36 = 36 divided by ?		14.	If one shoe costs \$1000, how much do 3 shoes cost?	
7.	Multiply the number of sides a hexagon has by 9 (9 x ?)		15.	If 90 shoes cost \$900, we can divide 900 by 90 to find the price of one shoe. True or false?	
8.	Eights in 4 whole ones = 8 x 4. What is 8 x 4?			My score	

Example of one of ASCF's Numeracy Tests

ACE Learning Literacy

In ACE Learning Literacy, we continue to offer different tasks for 'beginner readers' and 'confident readers'. Our beginner readers continue to learn their phonics and our Jamaica Team read to the children, showing them the pictures and words whilst reading. Our 'confident readers' are encouraged to take books home to read and also read to staff in their sessions. The children enjoy playing literacy games, for example, 'Homophone Bingo'. ASCF also began creating our own literacy worksheets for use in sessions.



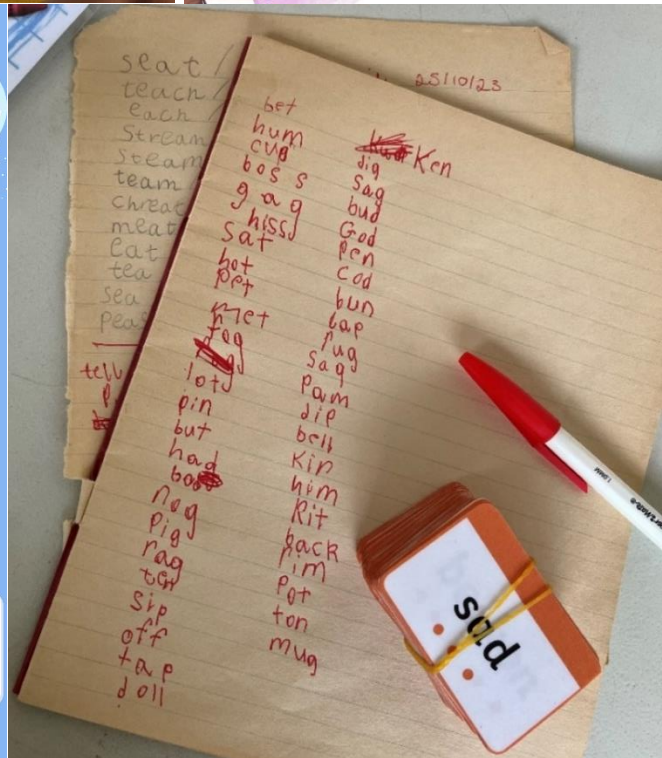
Create a character (confident readers)

Think of a character. Use interesting adjectives and similes* to bring it to life. Then, swap your character description with a friend, and see if they can draw your character the way you've imagined it. Here is an example:

- His name is Pixel the Powerful, and he wears cherry red boots that are twice his size.
- Pixel has no eyes and ears, but he does have the largest smile you've ever seen!
- He is a patchwork of bright multi-coloured squares
- Pixel looks friendly, but he is so big, you wouldn't want to mess with him.

Did your friend do a good job creating your character? Could you have added more detail to help them? Was your description detailed and vivid enough?

A simile compares one thing to another to emphasize their similarity in an interesting way.*



One of ASCF's worksheets on similes for literacy

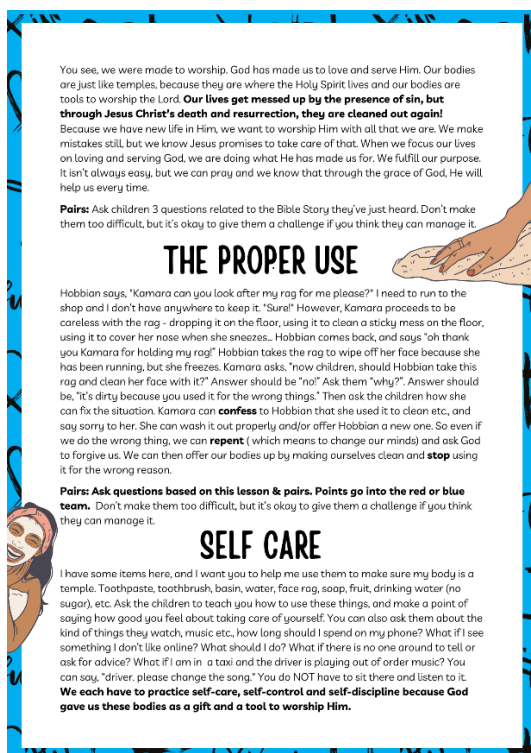
A child's recall of phonics and sight words

Kidz Klub

ASCF has begun designing our own versions of the Kidz Klub lesson plans. We have explored topics such as, 'our body is a temple', and 'choosing the right friends'. We always begin with a game, worship through song, shout the 4 points (God loves me, I have sinned,



Jesus died for me, I need to decide to live for him), memory verse from the previous week and a new one to learn, the bible lesson, object lesson, pairs game, point of decision and prayer. When our volunteer, Sandra Campbell came, she and the children would pray together and put on impromptu church services. They enjoyed clapping, drumming and singing with her. The children described Sandra as, “funny, a great storyteller, kind, caring and loving.”



Example of one of ASCF's Kidz Klub lesson plans



Volunteer, Sandra Campbell, praying with the children

Safe Haven Lego® Club

The Lego® Club at our safe haven in Jamaica, continues to help the children develop their social communication skills. The children continue to enjoy their roles as, 'Engineer', 'Builder' and 'Supplier'. Our Club days are the most popular, and the children are always proud to have their models photographed and seen by others.

Supporting Port Morant CDC Banana Festival

For the first time, ASCF was able to attend and support the annual Banana Festival organised by the Port Morant CDC. Three of our young people from the safe haven had entered their pageant; Kamoya, Yulaina and Jamelia. The pageant involved performing a group dance around the theme of child abuse and child empowerment. There was also a talent piece and interview section. We supported children to practise their responses to questions about the



different types of child abuse, its definition, positive parenting and views they hold about themselves. Our volunteer Sandra, helped to encourage the young people (including the other contestants from the community) and we provided the CDC with West African fabrics, outfits and props for the children and stage.

Jamelia won 2nd runner up and won an additional award for her talent piece called, “Banana, Banana”. In this performance, she movingly portrayed the life of a young girl forced to sell bananas each morning to pay for her taxi fare to school. Jamelia’s acting had a great impact on the audience, was confident, clear and bold. We celebrated Jamelia and all the other contestants.



Jamelia Betty 2nd Runner Up of the Banana Festival Pageant 2023

Supporting Schools, Children and Families across St Thomas

Between May and June 2023, ASCF donated resources to, and spent time in, Lysson’s Primary School and Staunton Road Basic School. Miss Glover’s Grade 3 class at Lysson’s Primary School received 6 scented Play-Doh’s, 30 whiteboards (for handwriting, numeracy and phonics), transparent, coloured sheets to help children with special educational needs find reading easier, a poster for their current topic of mini beasts, a copy of our Lego® Therapy



Workbook and a large Lego® set. They have since set up their school's first Lego® Club for children with and without autism!



Students of Staunton Road Basic School and Lysson's Primary School's with the donated toys, Lego® set, books and posters

ASCF spent two days with the students and staff at Staunton Road Basic School, helping the children with their classwork. We met with Mikey Williams, a porter at Princess Margaret Hospital, who got in touch with us about getting some support for the school. ASCF donated whiteboards, toys, books and Play-Doh.



Students of the Staunton Road Basic School

In the wider community, we were able to provide 4 care packages for children and families in need. This included, food, hygiene items, slippers and money for transportation of meals. In August 2023, we didn't hold our usual back to school event. Although, we were able to provide back to school supplies for 4 children as part of their care packages.

Between September and October 2023, ASCF helped provide hot cooked meals for families at a community event hosted by Port Morant LifeLine Mission. This was a Praise and Worship event open to all the public and while education is at the heart of what we do, physical and spiritual hunger are two factors that must be addressed as poverty continues to grow in the parish. We also helped purchase meat and transportation of meals for one of Port Morant LifeLine Mission's community outreach days. Their outreach team, Miss Vinette and Miss Pearl, sent meals for those in the local jail, the hospital, families with children and the elderly who are shut in. They prayed with those in custody and joined them for a devotion to bring the hope of Christ to them.



Miss Vinette serving up the food on outreach day

Workshops and Trips

In April 2023, we were invited to Deloitte's Autism in the Workplace corporate event, where we shared the Lego® Therapy Workbook. We discussed how simple changes in online settings can make the environment more accessible for autistic employees. This was our first online workshop.

On 23rd March 2024, the singer Elle Cato hosted us at the Institute of Wellbeing in Croydon for a workshop on Lego® therapy. We used our Lego® Therapy Workbook to demonstrate how Lego® Therapy works. This was our first in-person workshop in the UK, and the children really enjoyed themselves. They learned how to ask for help when they need it, celebrate themselves, stick to their roles, follow instructions, be a leader, and allow others to do things for themselves.



In August 2023, our children went on two trips. Our Lead, Kamara, took the children to Sunny Hill Coconut Farm for the day. The children devoured som sugar cane, freshly caught fish from the river, roast breadfruit, soursop and so much more! They enjoyed swimming in the river, playing freely, dancing and relaxing.

The second trip was hosted by our Trustee, Gee and her organisation, [Change Agents in Action](#). The [Kingston Education Experience](#) gave 12 children the opportunity to learn about self-love, self-care, self-reliance, self-responsibility, self-belief and self-direction. Gee used team games and discussions to help the children implement these habits in their daily lives and be motivated towards choosing a good path. The children were then treated to a virtual reality experience at Barcadia, which was a first for all of them. Gee and her volunteers, Sandra and Hyacinth presented the children with individual gifts and money for back-to-school supplies. They also spoke to the children, encouraging them and helping shine a light on their greatness.



Fundraising

Araba Scott Children's Foundation were exhibitors at our first book fare, selling and promoting our [Lego® Therapy Workbook](#). On 17th September 2023, we were gifted a stall at [The Black British Book Festival](#), held in Manchester Library. We sold 6 copies and received a kind donation of £100. On 28th October 2023, we returned to the Black British Book Festival at the Southbank Centre, selling 8 Workbooks and receiving a £20 donation. It was wonderful to have met so many enthusiastic, educators, families and supporters of our charity! We were also very thankful to our patron, T'Leisha Senior and our group of volunteers who came to help.



Trustee, Imaan Williams donated our first banner for events in time for the second Festival at the Southbank Centre



For our first fundraiser of 2024, we organised an online, '7pm Crew' motivational fitness fundraiser. We had two participants and raised £60.



In February 2024, Araba Scott Children's Foundation decided that all donations of £25 or more will grant a school, organisation or family a free copy of The Lego® Therapy Workbook. So far, we have donated to Croydon University Hospital's, Children's Optometry Playroom and Speech and Language Therapy Department.

By 1st April 2025, we had sold 21 Lego® Therapy Workbooks. Our goal is to have our book in every school in England and Wales, and any home, specialist Autism Resource Base or community hub that would benefit from it.

Details of Awards

This financial year was the first time Araba Scott Children's Foundation didn't receive any Awards.

Impact and Evaluation

"Where is the best place you've ever been?" (Alicia Louise)

"Here." (CeeCee)

"Really?" (Alicia Louise)

"Yes". (CeeCee and Moya chimes in too)

The quote above came from a young person during a conversation about differences and similarities at our safe haven. The book we were reading explained that we all have different beliefs and attitudes towards life, and as long as we are not harming ourselves or others, we have a right for these to be respected. As an example, our Director asked the children what the best place they'd ever been to was. The logic is that while one of your peers may think 'x'



is the best place, another may think 'y' is the best place, but both opinions are valuable and worth respect. So, to hear that the safe haven is the '**best place**' both children had ever been to, is one of the best ways to demonstrate our impact. Our safe haven that is full of books, toys, sensory equipment, learning resources, games and kind people, is the best place some of our children have ever been to!



In January 2024, we were particularly impressed with two of our students, *Joelisa*, and *Jamelia*. 5-year-old Joelisa participated in a spelling bee at school and won! 11-year old Jamelia finally mastered all of her times tables! Our team is proud to be a part of these children's academic journeys - and we thank our staff for the many hours invested in teaching the children during our ACE Learning sessions.

When Sherene Williams and her volunteers from Portland came to visit

our safe haven, they reported back that they were so "impressed" and "inspired" by what they saw, and said we have, "so much going on!".

At ASCF we have decided against trying to assess the children's academic progress in the same way schools do. Instead, we are taking an individualised approach to supplement the children's learning. Our assessments of each child are done weekly by our Director, who is sent the children's work to review by the Jamaica team. Answers that are incorrect are noted down and used to identify areas for improvement the following week. This allows us to tailor next week's tasks to the needs of the individual child, and it helps the Jamaica team think about new ways a particular topic can be taught so the child 'gets it'.

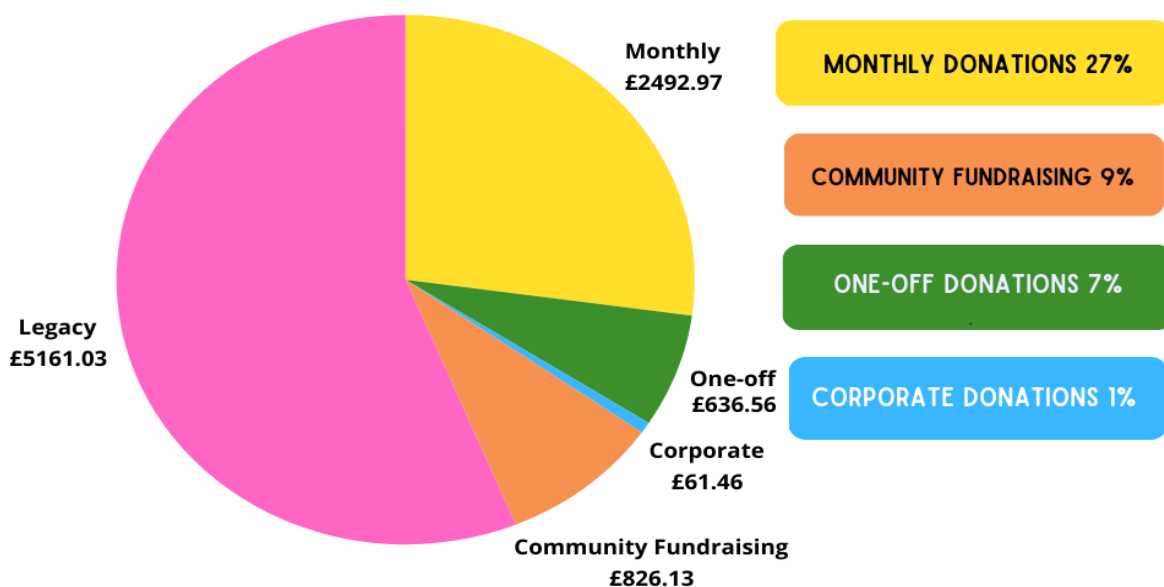


Our Finances

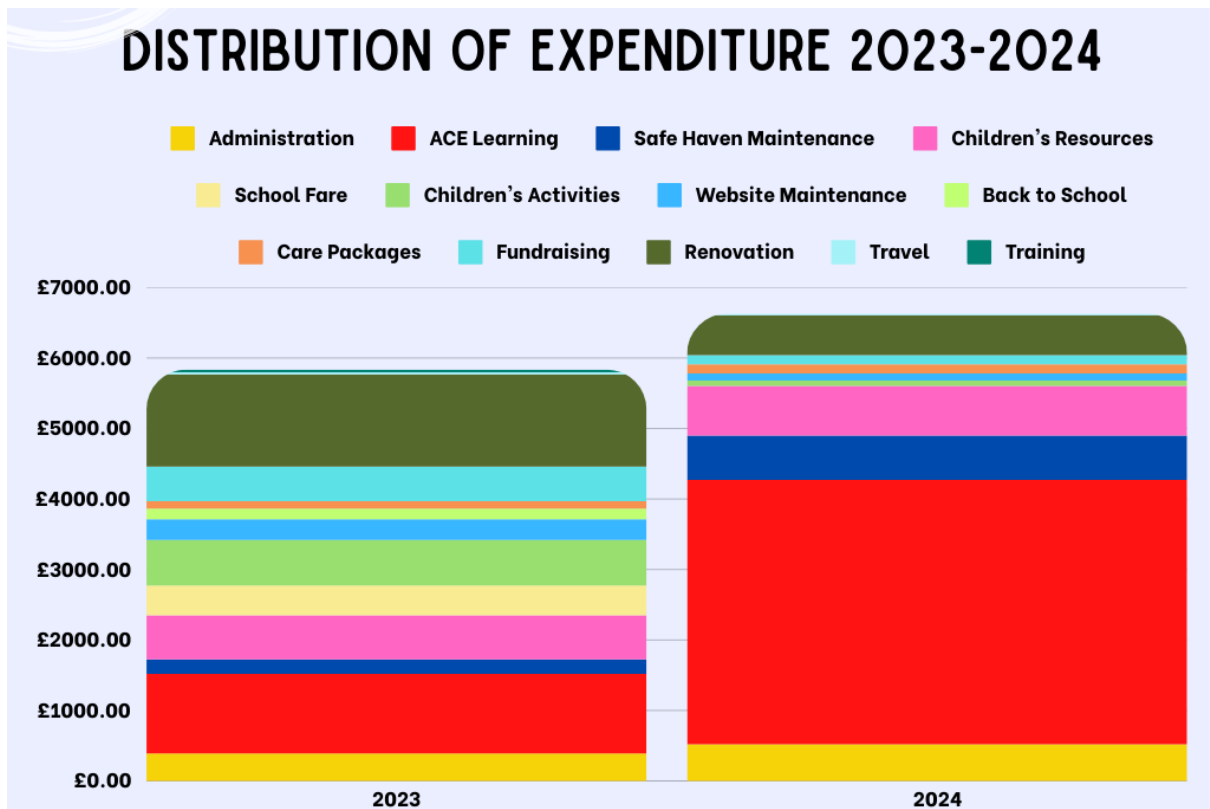
Details of Voluntary Income as of 31st March 2024

The financial statements show net incoming resources for the year on charitable purposes as £9,178. The chart below indicates the numerical amounts and percentages for each income category.

DISTRIBUTION OF VOLUNTARY INCOME MARCH 2024



Two legacy donations accounted for the majority of our voluntary income (56%), which is considerably more than any other year in ASCF's history. Monthly donations contributed 27%, which is 26% less than in 2023. One-off donations (7%) made by members of the public fell by half this year (14% last year). Community fundraising efforts comprised nearly 10% of our income, which is a 2% increase from last year. Corporate donations constituted 1%, compared to 5% last year, and we received no financial awards this year.



Details of Expenditure as of 31st March 2024

Our financial statements show net outgoing resources for the year on charitable activities as, £6,629. The chart above shows a comparison between the allocation of expenditure from the last financial year to the present.

In March 2024, most of our spending was allocated towards our ACE Learning programme (56%) which paid 2 members of staff a stipend to deliver 139 sessions throughout the year, (last year 20%). Spending on children's resources (10%) decreased by half (last year 21%). Spending on renovation was 9%, which is 13% less than in 2023. Spending on safe haven maintenance increased by 5% from last year (4%) and included services of a weekly cleaner, cleaning products, front yard chopped.

We saw a 2% decrease in spending on administrative fees such as Zoom and Donor Box subscriptions, bank charges, money transfer fees, foreign exchange charges (10% last year). Children's activities (1%) 10% less than last year as we prioritised spending on ACE Learning rather than on trips and workshops. Spending on fundraising decreased by 5% in this period (7% last year). Website maintenance and travel constituted nearly 3% of spending.



No spending was allocated to children's school fares and lunch(es) this year, but we did maintain 2% expenditure in care packages, which did help children go to school.

There was also no spending on our annual back to school event or training (although 4 children's care packages supported them to return to school, as aforementioned).



Our Vision for the Future, Ethos and Policies

Our Ethos



To provide children with artistic, cultural and educational activities in a nurturing environment that reminds them of their rights in the world. We promote children's rights and advocate against the use of corporal punishment to discipline children. Our vision is embodied by the following:

Children in St. Thomas are learning, playing and creating in a safe and nurturing environment. The children's self-confidence grows and literacy rates improve, regardless of ability or disability. Children of all backgrounds treat each other with dignity and respect, as a result of learning better conflict resolution and tolerance for one another (as modelled by ASCF staff and volunteers).

ASCF also supports the Jamaican Government's, National Shared Vision for education for 2030;

"Each learner will maximise his/her potential in an enriching, learner-centred education environment...supported by committed, qualified, competent, effective and professional educators and staff.

The system produces full literacy and numeracy, a globally competitive, quality workforce and a disciplined culturally aware and ethical Jamaican citizenry."

ASCF's ethos, is also in line with the performance targets set by the Jamaican Government and stipulated in the 2015 White Paper on Education, which promotes, "building community participation...to influence positive behavioural changes and stimulate a higher level of involvement."

Our Policies

This year we reviewed and/or updated the following policies after discussion with the Board before our fourth AGM. Policies were not altered if after reviewing and discussing the entirety of each policy, the Board and the Director decided that no changes needed to be made to their contents.

Code of Behaviour; this was reviewed, and new contacts were added.

Conflicts of Interest; this was reviewed but not altered.

Ethical Fundraising; this was reviewed but not altered.

Equal Opportunities; this was reviewed but not altered.

Financial Management; this was reviewed but not altered.

Health & Safety; this was reviewed but not altered.

Safeguarding Children & Young People; this was reviewed, and new contacts were added.

Safe Recruitment; this was reviewed but not altered.

Supervision; this was reviewed, and new contacts were added.

Whistle-Blowing; this was reviewed but not altered.



Structure, Governance and Management

The trustees determine the general policy of Araba Scott Children's Foundation. The Director undertakes the key leadership role overseeing ACE Learning programmes in consultation with the trustees. The day-to-day administration is undertaken within the policies and procedures approved by the trustees. Our Lead Project Facilitator manages and is responsible for service delivery, reporting any maintenance issues to the Director or Board of trustees in Jamaica, and providing weekly reports of work carried out. The Lead Project Facilitator is also responsible for co-delivering and overseeing the work carried out by our ACE Educator on the ACE Learning Literacy and Numeracy Programme.

Organisational Management

The trustees are responsible for the overall management and control of the Foundation and meet at least four times a year. The task of implementing most of our policies is carried out by the Director, our Lead project Facilitator, and members of the Ethics and Finance Committee who are in regular communication. They give of their time freely and no remuneration or expenses were paid in the year. The Director also volunteers her time and no remuneration or expenses were paid in the year, due to a mutual decision to put the principal needs of the safe haven first.

Risk Management

The trustees are responsible for the overseeing of the risks faced by the Foundation. The task of providing detailed considerations of risk is delegated to the Director, who may also work in collaboration with the Lead Project Facilitator. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on a yearly basis, and as such, reviews take place throughout the year as new projects are considered, and examples of good practice or challenges are highlighted.

Risk is managed under the headings of Child Welfare, General Security (on site and on future trips and events), and Fraud and Financial crime. The main risks that the trustees have identified and the plans to manage those risks are:

Risk 1: Child welfare (abuse, negligence and hazards)

Impact: Children's lives are negatively affected; the charity loses credibility and becomes unsafe for children.

Likelihood: For a charity that works with children, particularly those from vulnerable backgrounds, it is likely that harm can come to children through recruitment (people choosing



to work with us with the intention of harming children) and through poor health and safety practices.

Mitigation: ASCF is dedicated to safeguarding children. Our main risk is to the safety of children, and we have taken the following steps to ensure that children are properly safeguarded.

ASCF will hold interviews and meetings with prospective volunteers, asking them why they want to take part in our work. Only those who have the necessary skills, passion and dedication to our cause will be recruited. Volunteers will be subject to a DBS check if they are coming from the UK.

Volunteers in Jamaica will be subject to a CRB check which is provided by the Jamaica Constabulary Force (JCF). The Police Certificate bares the background of each applicant and indicates whether or not an individual has any convictions recorded against him/her in Jamaica. If a prospective volunteer or staff member has a conviction for a sexual or violent offence, they will be automatically barred from working with ASCF. All other offences will be considered individually by the Board of Trustees.

Secondly, we have drawn up a health and safety policy to accommodate for every situation where a child could be harmed in the building. We will also inform children about the best practices to use to keep themselves and others safe from harm.

Monitoring: As far as possible, the Director will remain directly involved in the work with the children in St. Thomas and promptly address any concerns that come about. Additionally, a weekly report will be a mandatory part of the role of teachers, staff and volunteers at the centre(s). This means staff and volunteers are accountable for the safety of children at all times, and we can see how children are being treated, and address issues if they arise. Furthermore, once staff are instated we will train them on how to keep children safe from harm and conduct risk assessments for work carried out in the building and on trips.

Risk 2: General Security On-Site and on Trips and at Events

Impact: Children come to serious harm or go missing; the charity makes children vulnerable and unsafe.

Likelihood: Port Morant remains a relatively safe area, and Barnes Hall is highly visible to the community, guarded with a gate and has exterior grills and locks on the doors.

Mitigation: We want everyone to be safe in the building in Jamaica that ASCF operates from. The gate will be guarded by security while children are inside. Trips will require a full written risk assessment to be made to the Director before the trip takes place. ASCF's safe haven is a two minute-drive from the local police station.



Monitoring: All adults working with children will be responsible for overseeing their safeguarding, and a caretaker will be appointed who looks after the building's physical security. For example, making sure the outer gate is supervised, and to sign people in and out of the building.

Risk 3: Fraud and Financial Crime (money laundering, donations from proceeds of crime and tax evasion)

Impact: The charity is put at risk of external scrutiny, or the charity comes under investigation by the Charity Commission and other authorities not by its own doing. Thus, affecting our public image permanently, it could be difficult to regain the trust of the public and our service users.

Likelihood: As a charity, there is always a risk of people taking advantage of our charitable status for their individual criminal gain.

However, at this stage, we'd say it's highly unlikely.

Mitigation: The fact that we usually announce or thank donors (of money, clothes, toys, books etc.) publicly, would probably be enough to prevent people from donating large amounts of money for fraudulent purposes. In the event we receive, or are offered, an anonymous donation of £25,000 we will report this as a serious incident to the Charity Commission. We will then consult the Charity Commission's Compliance Toolkit, 'Protecting your Charity from Harm' to see how to proceed next.

Trustee Recruitment and Training

The Board of Trustees requires breadth and depth of experience to carry out its duties effectively and efficiently. When recruiting new trustees, the most important attribute is a passion for fostering safer childhoods, the work of ASCF and an understanding of the Arts, Culture and Education, as a holistic and rounded experience for children's personal growth.

We continue to advertise through our website (www.arabascottcf.org) and social media platforms for:

- **A trustee with a fundraising/project scaling background.**

Charity Trustees

The trustees of ASCF govern its work and new trustees are appointed by the existing Board of Trustees. All trustees have served throughout the year.

Ethics Committee | Paul Macey (October 2017), Ida Johnson (October 2016)

Finance Committee | Shenaid Tapper (October 2016)



Communications Committee

Dr Ogogua Gee Okolo-Angus (10th September 2020),

Camile Pinnock (22nd September 2020)

Gradle Gardner Martin (10th November 2020)

Lisa Anderson (10th September 2021)

Imaan Williams (29th October 2021)

Service Delivery Team

These members are responsible for the operations of the charity and delivery of programmes to children:

The Director | Alicia Louise Williams

Lead Project Facilitator and ACE Educator | Davian Skyers

ACE Educator | Hobbian Turgott, Sherene Hamilton Lewis

Contact Details

Registered Address:

Araba Scott Children's Foundation

1 Burcott Road

Purley

Surrey

CR8 4AD

G.B.

Safe Haven Address:

Barnes Hall

Curtis Bottom

St. Thomas

Jamaica

W.I.

Website: www.arabascottcf.org

Donations: www.arabascottcf.org/donate

Registered Charity No. 1169742

Professional Advisors

Bank: Reliance Bank Ltd, Faith House, 23-24 Lovat Lane, London, EC3R 8EB



Receipts and Payments Account

Year start date

Year
end
date

For the year from	1st April 2021	To	31st March 2022
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Receipts and payments

	2022/03	2022/03	2022/03	Last Year
	Unrestricted funds	Restrict ed funds	Total funds	Total funds
	£	£	£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions	2493	-	2493	1920
One-Off Donations	637		637	556
Awards	0	-	0	700
Corporate	61	-	61	196
Legacy	5161		5161	68
Sub total	8352	-	8352	3440
Grants				
Grant	-	-	-	-
Sub total	-	-	-	-
Fundraising (gross)				
Community	826	-	826	304
Events	-	-	-	-
	-	-	-	-
Sub total	826	-	826	304



<i>Total Gross Income</i>	9178	-	9178	3744
Asset and investment sales, etc.	-	-	-	-
<i>Total receipts</i>	9178	-	9178	3744



Receipts and Payments Account

	Year start date	Year start date	Year start date	Year end date
For the year from	1st April 2023	1st April 2023	1st April 2023	To 31st March 2024

Receipts and payments

	2024/03	2024/03	2024/03	Last Year
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£

Payments

Charitable Payments				
ACE Learning Program	3751.35			1129.98
Administration	520.84	-		390.44
Art Therapy	0		0	0
Back to School Supplies	0	-		153.36
Care Packages	127.07	-		104.31
Children's Activities	75.58	-		646.96
Children's Resources	703.57	-		625.59
Insurance	0	-	0	0
Renovations	568.03	-	568.03	1308.03
Safe Haven Maintenance	627.06	-		203.47
Training	0	-	0	40
Website Maintenance	103.44	-	103.44	290.26
Travel	19.56		19.56	28.53
School Fare	0	-	0	424.77



Sub total		-		5345.70
Fundraising expenses				
Community	132	-	132	491.32
Events		-		
Internal	-	-	-	-
Sub total	132	-	132	491.32
Total Gross Expenditure	6629	-	6629	5837
Asset and investment purchases, etc.	-	-	-	-
Total payments	6629	-	6629	5837
Net of receipts/(payments)	-	-	-	-
Cash funds last year end	-	-	-	-
Cash funds this year end	-	-	-	-

Statement of assets and liabilities at the end of the year

	31st March 2023	31st March 2024	31st March 2024	31st March 2023
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Cash funds				
Bank current account	3627	-	3627	1047
Bank deposit account	-	-	-	-
Cash/Floats	-	-	-	-



	-	-	-	-
	-	-	-	-
Total cash funds (Agree balances with receipts and payments account(s))	3627	-	3627	1047

Signed by one trustee on behalf of all the trustees

Signature

Print Name

SHENAID TAPPER

Date of
approval

28/01/2025