



# Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	01	Sept	2023		31	Aug	2024

## Section A Reference and administration details

Charity name Our Lady of Czestochowa Polish School

Other names charity is known by Polska Szkola im. Matki Boskiej Czestochowskiej

Registered charity number (if any) 1175364

Charity's principal address 175 Carlingford Road

London

Postcode

N15 3ET

### 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	Stanislawa Coppola	Chair		
2	Dorota Piela			
3	Jolanta Kalinowska			
4	Piotr Wojdyla			
5	Renata Turrell			
6	Andrzej Jastrzebski			
7	Julia Moszumanski			
8				
9				
10				
11				
12				
13				
14				
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

### 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)	CIO
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by trustees

### 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.

A board of committee members, all of whom are volunteers, is responsible for the week to week running of the school. The committee answers to the board of trustees. The committee works alongside the Headteacher to provide whatever administrative assistance is required.

The school has a close association with the Polish Educational Society which provides educational support, advice and training for the teaching staff; the local Polish parish Church – religious education is provided by the priests and catechist; The Polish Scouts Association – after lessons pupils have the opportunity to join activities at the same location.

## Section C Objectives and activities

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

The advancement of education for public benefit by providing a Saturday school with classes in the Polish language, culture and heritage, and the Roman Catholic religion for pupils aged 3-18

**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)**

Classes are available to anyone who is interested in learning about the culture, history or geography of Poland and the Polish language. All classes are held in Polish. Most pupils have some connection or at least one parent or grandparent of Polish origin; some pupils will have been born in Poland whilst most are now UK born; occasionally we have students who wish to attend for other reasons.

The school maintains strong links with the local Polish parish – the priests and catechists take the RE lessons and help prepare the children for the sacraments of communion.

RC masses are celebrated at the school – traditionally they will be celebrated at the beginning and end of the year with additional masses organised for specific occasions.

Committee members are responsible for the general running of the school.

Committee meetings are held, as and when required throughout the year to deal with any issues should they arise and to plan forthcoming events.

All teachers and committee members have DBS checks.

All necessary policies and procedures are in place and are updated regularly. They include: health & safety, safeguarding, GDPR, equal opportunities, whistleblowing etc.

**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**

This academic year there were 324 registered pupils and 33 teachers.

Pupil numbers were once again down on the previous year and this trend is likely to continue as a combination of lower birth rate and Brexit

There was a small reshuffle of teaching staff – three new members coming in to cover gaps left by a teacher taking a maternity break, one teacher who left to return to Poland and a teacher who spent time volunteering in Africa.

One of our past pupils returned to do work experience at the school with the intention of going into teaching.

The Autumn term finished with a Mass, followed by a Nativity Play performed as is the tradition in our school by children in Year two. As per tradition Saint Nicholas was on hand to distribute small gifts to the children.

Throughout the year pupils are encouraged to take part in competitions – this year the Polish Educational Society organised a competition about Nicolas Copernicus (Mikołaj Kopernik) - three of our pupils did extremely well attaining a 2<sup>nd</sup>, and 3<sup>rd</sup> place and highly commended in their age groups.

At the end of the spring term in the lead up to Easter, the Stations of the Cross were re-enacted by Year 5 pupils. This year the event was filmed and a short clip was shown on Polish TV.

A trip was organised for the pupils to Laxton Hall to celebrate Children's day. This is an annual event organised by The Polish Catholic Mission and The Polish Educational Society and is an opportunity for our pupils to meet children from Polish Saturday schools from around the country and also take part in inter school events/competitions all held outdoors.

At the beginning of 2024 the school was informed of the passing of the former headteacher of the school. School representatives attended the funeral.

This year the Polish Scouts took part in the X World Scouts Jamboree which was held in USA. The school supported our local groups thus enabling more of them to take part in the event. One of our troops attained 1<sup>st</sup> place as the best overall camp, something that they worked very hard to achieve.

This year the school introduced afterschool folklore dancing classes for children in years 1-4. The children were taught a few regional dances which they were able to perform at the end of the year. This is in addition to the Krakowiak that is traditionally performed by year 1

22 pupils from our school sat the Polish GCSE exam and 2 sat the AL exam.

All pupils attained high pass grades, the majority attaining a grade 8 or 9 (GCSE)

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The school has a reserve policy in place to ensure that sufficient funds are available which would enable the school to operate for 1 - 2 academic years should there be a reduced income. This is becoming more important as pupil numbers are slowly beginning to decline.

### Details of any funds materially in deficit

n/a

### 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.

The principal source of funds is through contributions towards the fees. Funds are also raised through on-site activities.

This year the school received donations from Stowarzyszenie 'Wspólnota Polska'.

The largest expense is the hire of the school premises followed by wages for the teaching staff (at just over the minimal wage) and the treasurer.

## 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)	<i>R. Turrell</i>	<i>S. Coppola</i>
Full name(s)	Renata Turrell	Stanislawa Coppola
Position (eg Secretary, Chair, etc)	Trustee	Trustee
Date	13.06.25	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name

Our Lady of Czestochowa Polish School

No (if any)

1175364

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/09/2023

To

Period end date  
31/08/2024

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
voluntary receipts	45,420	-	-	45,420	62,054
activities for generating funds	17,992	-	-	17,992	16,423
Donations	10,679	-	-	10,679	13,107
interest	2,621	-	-	2,621	748
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>76,712</b>	<b>-</b>	<b>-</b>	<b>76,712</b>	<b>92,331</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>76,712</b>	<b>-</b>	<b>-</b>	<b>76,712</b>	<b>92,331</b>
<b>A3 Payments</b>					
Wages/salaries and NI	31,787	-	-	31,787	29,906
Fundraising costs	12,135	-	-	12,135	9,163
rent/hire of rooms	23,304	-	-	23,304	23,321
Costs of charitable activities	1,737	-	-	1,737	1,327
Governance costs	8,062	-	-	8,062	7,337
Donations	8,064	-	-	8,064	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>85,088</b>	<b>-</b>	<b>-</b>	<b>85,088</b>	<b>71,054</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Office equipment/shredder	268	-	-	268	629
	-	-	-	-	-
<b>Sub total</b>	<b>268</b>	<b>-</b>	<b>-</b>	<b>268</b>	<b>629</b>
<b>Total payments</b>	<b>85,356</b>	<b>-</b>	<b>-</b>	<b>85,356</b>	<b>71,683</b>
<b>Net of receipts/(payments)</b>	<b>- 8,644</b>	<b>-</b>	<b>-</b>	<b>- 8,644</b>	<b>20,649</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>215,720</b>	<b>-</b>	<b>-</b>	<b>215,720</b>	<b>195,071</b>
<b>Cash funds this year end</b>	<b>207,076</b>	<b>-</b>	<b>-</b>	<b>207,076</b>	<b>215,720</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Account	200,908	-	-
	Bank Account	5,587	-	-
	Petty Cash	581	-	-
	<b>Total cash funds</b>	<b>207,076</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
R. Turrell	RENATA TURRELL	13.06.25
S. Cople	STANISLAW COPPOLA	13.6.25



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Our Lady of Czestochowa Polish School

On accounts for the year  
ended

31 August 2024

Charity no  
(if any)

1175364

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2024**.

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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Iwona Perucka

Date:

14/6/25

Name:

IWONA PERUCKA

Relevant professional  
qualification(s) or body  
(if any):

ACCA

Address:

100 CHAPEL FARM ROAD  
SE9 3NQ  
LONDON