



Trustees' Annual Report for the period

Period start date		Period end date	
From	1st January 2021	To	31st December 2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

55 Watford Road	
St Albans	
Hertfordshire	
Postcode	AL1 2AE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Gillian Warwick-Thompson	Chair	
2	Rachel Angus	Treasurer	
3	Nicholas Dunn	Trustee	Resigned 7.10.2021
4	Abbie Hollick	Trustee	
5	Anna Crispin	Trustee	Appointed 7.10.2021
6			
7			
8			
9			
10			

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Education Adviser	Anne Gullick	

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated 29.1.2018
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustee Board

Additional governance issues (Optional information)

The Trustees have considered the risk appetite of the charity. They have adopted a zero-risk tolerance to legal and regulatory risk. Their appetite for risk can be characterised as low reflecting the nature of the charitable organisation and their responsibilities to service users. The Trustees maintain and regularly review their risk register and take actions to reduce or eliminate risk where possible.

Section C Objectives and activities

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

The object of the CIO is the relief of children with Down Syndrome or other additional needs, particularly by providing appropriate support to their parents or guardians, so that such children may achieve their full potential.

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)

2021 represented the third full year of operational activity for DS Achieve having officially launched to the public on 2nd September 2018 following registration with the Charity Commission on 29th January 2018.

In order to plan and execute suitable activities which meet the charity's objectives, the Trustees have had regard to the guidance issued by the Charity Commission on public benefit. These guidelines were discussed and used to plan four main areas of activity for 2021:

- 1) Continuation of the pre-school teaching class for children with Down Syndrome aged five years or under, called **Little Achievers**.
- 2) **Training sessions** for parents and carers of children with Down Syndrome and professionals working with children with Down Syndrome.

- 3) Continuation of the existing **Young Achievers** Programme for the remainder of the 2020/21 academic year. From September 2021, the Young Achievers programme is to be relaunched to provide a weekly social development programme during term time for primary-aged and secondary-aged children with Down Syndrome.
- 4) The continuation of the **Empowerment Group**, a programme of activities carefully designed to give parents/carers of children with Down Syndrome the opportunity to take a break from daily life, strengthen their social networks and to focus on their wellbeing.

Little Achievers

Little Achievers is a weekly teaching class during term time for children, aged five years and under, with Down Syndrome. It focuses on early skills in the areas of literacy, numeracy, fine motor skills, physical development and communication. The teacher is a highly professional individual who has extensive experience in teaching and working with children and young people with Down Syndrome. Progress is monitored by the class teacher and reported at the end of each term.

The teaching class is accompanied by a wraparound 'Stay and Play' session which includes a number of focused developmental and fun play activities, as well as sing and sign sessions using Makaton. Visiting professionals also join the Stay and Play at regular intervals to offer advice to parents.

Two part time employees deliver the group – a manager and a support worker - supported by a volunteer.

In response to COVID-19, the entire Little Achievers Programme was successfully moved to online delivery from April 2020 until July 2021. Teaching classes took place via screens and therapists arranged 1:1 appointments via telephone or online meeting options. Little Achievers returned to face to face delivery from September 2021.

Feedback from parents continues to be extremely positive with praise focusing on the highly organised nature of the class, the approachability of the staff and volunteers, and the access to professionals that would otherwise prove difficult for families to achieve. The opportunity to meet regularly with other parents of young children with Down Syndrome is also a great benefit, based on parents' feedback.

Training sessions

2021 saw the continuation of our high-quality training events. A wide variety of topics were offered to parents and professionals, including sensory processing training, a speech and language workshop, Positive Behaviour Support (PBS) sessions, supporting children with Down Syndrome in education and introduction to Down Syndrome.

Throughout 2021, our training events were hosted online in response to COVID-19 and there were 83 places booked at training events. Feedback was incredibly positive across the board, with requests for repeat sessions from those who were not able to attend and additional topics to be scheduled from those who did.

Young Achievers

Young Achievers is a programme of activities which are carefully designed to give children the ability to interact, develop social skills and have fun with

peers. The beginning of 2021 saw the continuation of the Young Achievers Programme that was launched in October 2019 for primary-aged and secondary-aged children with Down Syndrome

With all sessions taking place online for the first two terms, we provided nine fun activity sessions; a six-week cooking course, two gymnastics sessions and one arts and crafts session.

At the start of the new academic year, we were delighted to launch our new Young Achievers Social Development programme that is led weekly during term time by an experienced Youth Leader with support from an Assistant Leader and a team of volunteers. It has been a great first term with 26 places filled across the two classes and a wide-ranging curriculum filled with fun, focused activities.

Empowerment Group

The Empowerment Group was launched in February 2020 and is a programme of activities carefully designed to give parents/carers the opportunity to take a break from daily life and to focus on their wellbeing.

During the spring term, we were pleased to continue partnering with The Mindful Squad to deliver an online Mindfulness course.

In June this year, parents were invited to share their views to determine the future offering of the Empowerment Group. In response, a new programme of events has been devised and the Empowerment Group will relaunch in January 2022.

Additional details of objectives and activities (Optional information)

The Trustees give their time voluntarily to run the charity and to support the delivery of services. In addition, the Trustees gratefully accepted voluntary support from the Board Secretary and other support from volunteers to help with the delivery of services described above.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Trustees of DS Achieve are delighted to report a number of key achievements during 2021.

- We have continued to empower parents and professionals through our social media, newsletters and WhatsApp groups providing information and signposting and providing a platform for peer support. We have seen our following continue to grow and been delighted to welcome new families.
- We have run eight training courses, with 83 places booked, for professionals and parent carers on a range of topics including positive behaviour support, sensory processing and supporting children in education.
- We ran an online Mindfulness course for parents in the Spring helping them with the challenges of repeated lockdown restrictions.
- We ran a brilliant online 6 week cooking skills course for school aged children and their families in the Spring. In the summer we arranged two gymnastic sessions and a creative arts class for the school aged children under our Young Achievers programme.
- We continued to offer our Little Achievers programme using online delivery through to the end of the 20/21 academic year. The children were able to make fantastic progress as a result of our specialist teacher, attend Sing & Sign sessions online, and parents were supported by the therapists and DS Achieve team.
- September brought a big change with a return to face to face delivery in new venues, wonderful new employees joining (Young Achievers Leader, Young Achievers Assistant and Little Achievers Support Worker) and the launch of our Young Achievers Social Development programme which has secured grant funding from Children in Need for the next three academic years.
- Our Little Achievers programme is now in its 4th academic year and we have secured grant funding from the National Lottery for the next three academic years which really transforms our ability to provide a stable and valuable service for the very youngest children and their parent carers. We are sorry to be losing our Little Achievers Manager but are very grateful for her contribution to Little Achievers over the past 2 years.
- The appointment of one new Trustee.
- The creation and recruitment of an Administrative Assistant role to support our Head of Operations.

The Trustees of DS Achieve are extremely pleased with the achievements of our fourth year and the feedback from service users about the positive impact of services the charity has delivered.

Section E

Financial review

Brief statement of the charity's policy on reserves

DS Achieve aims to hold sufficient unrestricted reserves to ensure that any training courses committed to, alongside any administrative costs of the charity can be met for the following six months at any point in time.

It is expected that both the Little Achievers and Young Achievers programme will be largely funded by grant income and the delivery of the programmes will be dependent on successful grant applications. The

Details of any funds materially in deficit

Trustees were able to successfully secure grant funding for the next three academic years for these programmes in 2021.

At the year end, unrestricted reserves totalled £29,663 thanks to the generosity of our donors.

Not applicable

Further financial review details (Optional information)

RECEIPTS

Income has been received via three channels: donations, event income and grants.

Donations

DS Achieve were delighted to be the recipient of a number of generous donations during 2021. Total donations received amounted to £22,062.

Event income

Income was received from attendees to both the Little Achievers classes, Young Achievers sessions and training events. All events were subsidised by DS Achieve either through unrestricted reserves or specific grant awards.

Grants

DS Achieve successfully applied for six grants during 2021.

The National Lottery Community Fund (RC London and South East Region) awarded a grant to specifically fund the Little Achievers Programme for three academic years from September 2021.

BBC Children in Need awarded a grant to specifically fund the Young Achievers Programme for three academic years from September 2021.

The Foyle Foundation awarded £6,900 in grant funding towards core costs for 2021. Further awards of £1,000 each from the Arnold Clark Community Fund and the Albert Hunt Trust have supported the administrative expenditure of the charity.

Trustees secured a grant of £14,700 from Postcode Places Trust at the end of 2021 to spend on core costs for 2022.

Apart from the Arnold Clark Community Fund, all grants that have been awarded are restricted funds, meaning they must be spent in accordance with each of their terms and conditions.

PAYMENTS

The majority of the expenditure of the charity fell into four areas:

Event costs

These costs relate to eight training events and include trainer costs and expenses.

Little Achievers Classes

Costs for the Little Achievers programme for the Spring, Summer and Autumn terms relate to venue hire, the teacher, visiting therapists, staff costs, salary and resources.

Young Achievers Sessions

Costs were incurred for venue hire, the activity provider, refreshments, staff costs, salary and resources.

Administration

Administration costs were met through a combination of restricted and unrestricted funds and were necessary for the effective running of the charity.

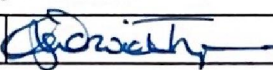

Section F**Other optional information**

--

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)	GILLIAN WARWICK-THOMPSON	ABBIE HOLLICK
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE
Date	17/03/2022	17/03/22



CHARITY COMMISSION
FOR ENGLAND AND WALES

DS Achieve

1176873

Receipts and payments accounts

CC16a

For the period
from

Period start date
1/1/2021

To

Period end date
31/12/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	20,562	1,500	-	22,062	7,523
Event Income	5,589	-	-	5,589	3,901
Grant from Groundworks	-	2,000	-	2,000	2,000
Grant from The Foyle Foundation	-	6,900	-	6,900	-
The National Lottery Community Fund (RC London and South East Region)	-	8,717	-	8,717	-
Grant from BBC Children In Need	-	9,955	-	9,955	-
Grant from Albert Hunt Trust	-	1,000	-	1,000	-
Grant from Arnold Clark Community Fund	1,000	-	-	1,000	-
Grant from Postcode Places Trust	-	14,700	-	14,700	-
Grant from HCF	-	-	-	-	5,000
HMRC - Furlough Scheme	-	-	-	-	308
Sub total	27,151	44,772	-	71,923	18,732
A2 Asset and investment sales					
Sub total	-	-	-	-	-
Total receipts	27,151	44,772	-	71,923	18,732
A3 Payments					
Event Costs	4,844	-	-	4,844	2,558
Little Achievers Classes	2,404	10,344	-	12,748	9,520
Young Achievers Sessions	1,204	3,264	-	4,469	4,713
Website & IT Costs	-	807	-	807	740
Insurance	-	522	-	522	522
Subscriptions	157	60	-	217	287
Marketing	9	155	-	164	135
Sundry Expenses	234	51	-	285	71
Salaries & Staff Costs	1,443	6,304	-	7,747	4,369
Professional Services	535	-	-	535	-
Resources Bursary	-	-	-	-	776
Sub total	10,830	21,508	-	32,338	23,691
A4 Asset and investment purchases					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	10,830	21,508	-	32,338	23,691
Net of receipts/(payments)	16,321	23,264	-	39,585	- 4,959
A5 Transfers between funds					
	13,342	5,561	-	18,903	23,862
A6 Cash funds last year end					
Cash funds this year end	29,663	28,825	-	58,488	18,903

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 £
B1 Cash funds				
	Bank Account	29,663	28,825	-
		-	-	-
		-	-	-
	Total cash funds	29,663	28,825	-

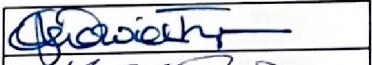

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				
	Hall Hire Deposit	300	-	-
	Hall Hire Refund Due	-	55	-
	Gift Aid Due	33	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use				
	Little Achievers Equipment	Restricted	2,160	1,620
	Projector Screen	Unrestricted	115	86
	Event Banners	Unrestricted	209	157
	Playgroup Equipment	Unrestricted	-	-
	Projector	Unrestricted	-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
	Visiting Therapists - Little Achievers	Restricted	200	
	Intervention Teacher - Little Achievers	Restricted	780	
	Expenses - Young Achievers and Little Achievers	Restricted	125	
	Hall Hire - Young Achievers	Restricted	144	
	PAYE due - Young Achievers	Restricted	185	
	PAYE due - Administration	Unrestricted	100	
	Expenses - Administration	Unrestricted	26	
	Event Costs - Course Facilitator	Unrestricted	85	
	Staff Costs - Administration	Unrestricted	99	

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

Signature	Print Name	Date of approval
	G. WARWICK-THOMPSON	17/03/22
	ABBIE HOLLICK	17/03/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
DS Achieve

On accounts for the year
ended

31 December 2021

Charity no
(if any)

1176873

Set out on pages

3 to 8

(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 / 12 / 2021.

Responsibilities and
basis of report

As the charity's trustees, 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

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

Signed:

Ed Reeve

Date:

29/9/2022

Name:

Edward Reeve

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

Institute of Chartered Accountants of Scotland

Address:

10 Salisbury Road, Harpenden, HERTS, AL5 5AY

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.