



Trustees' Annual Report for the period

	Period start date		Period end date
From	1st January 2022	To	31st December 2022

Section A

Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode	<input type="text" value="AL1 2AE"/>
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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	Abbie Hollick	Trustee	
4	Anna Crispin	Trustee	
5	Selena Chapman	Trustee	Appointed 19.5.2022
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)

2022 represented the fourth 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 six main areas of activity for 2022:

- 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 weekly social development programme during term time for primary-aged and secondary-aged children with Down Syndrome, called **Young Achievers**

- 4) The continuation of the **Empowerment Group**, a programme of social and educational 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.
- 5) The development of a new service - **Resource Packs into School** - combining special advisory teacher advice to nurseries and schools with the delivery of an educational resource to help teachers better support the individual children with Down Syndrome with specific aspects of their learning.
- 6) The development of a new **EHCP Support Service** to provide assistance for parent carers with a child or young person with Down Syndrome to navigate the system around Education, Health and Care Plans (EHCPs).

In addition to these six areas of activity, DS Achieve also began a partnership agreement with Hertfordshire Library Services - the **My Voice Project**, which aims to create volunteering opportunities for young people with Down Syndrome. This work will continue into 2023 and 2024.

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.

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

2022 saw the continuation of our high-quality training events. These have been delivered online and face to face this year and have included Developing Positive Behaviour and Social Interaction, Number Sense, DSEI Reading and Language Intervention, Professionals working with Pupils with Down Syndrome, Transition to Special School & Transport, Supporting Children with Down Syndrome in Education (four-session course) and Visual Development in Babies, Children & Young People with Down Syndrome. We are thankful for the expertise of Helen Long, Anne Gullick and Dr Maggie Woodhouse in delivering these courses on our behalf. Feedback from course attendees (both parents and professionals) has been hugely positive.

Young Achievers

September 2021 saw the launch of the new Young Achievers Social Development programme that is led weekly during term time by an experienced Youth Leader with support from an Assistant Leader, a Support Worker and a team of volunteers. Young Achievers has continued throughout 2022 with 29 different children joining the programme for some or all of the four terms with most of them returning each term.

The children have had a lot of fun while learning new skills to help them develop friendships, join in social activities and to understand the social world a little better. It has been great to receive feedback from parents about how the children are putting what they have learnt into practice in other areas of their lives.

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.

In June 2021, parents were invited to share their views to determine the future offering of the Empowerment Group. In response, a new programme of events was devised and the Empowerment Group relaunched in January 2022.

The Empowerment Group offering for 2022 has included two social sessions with 19 parents attending across the two events with some choosing to attend both sessions and a programme of Facebook Lives for parent carers on a range of parenting and education related topics in our closed Facebook group which have had approximately 400 views over the year.

Resource Packs into Schools

This service combines special advisory teacher advice to schools with the delivery of a resource to help teachers better support the individual children with Down Syndrome with specific aspects of their learning. During 2022, 14 different children have been supported through this initiative. School staff have hugely valued the opportunity to receive expert advice from the specialist teachers and to learn from them.

EHCP Support Service

Much of 2022 was spent researching and developing this new service which aims to provide assistance for parent carers with a child or young person with Down Syndrome to navigate the system around Education, Health and Care Plans (EHCPs). The service will provide information and training to parent carers and will pilot support for new EHCP applications or annual reviews by a qualified legal professional. The first training and information session is scheduled for January 2023.

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 2022.

- 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 ten training courses, with 98 places booked, for professionals and parent carers on a range of topics.
- Our Little Achievers programme welcomed some new babies into the group at the beginning of the 2021/22 academic year as we returned to in person classes after the online classes we had put in place during the covid pandemic. These babies have now joined our teaching groups for the 2022/23 academic year bringing these teaching groups back up to 10, close to our maximum capacity of 12. We have more new babies joining the group regularly and we have been delighted to welcome them and their families to DS Achieve.
- We welcomed a new Little Achievers Manager to the team who had previously volunteered at the group and she was able to pick up the reins quickly from the previous manager and has continued to take the group from strength to strength.
- The Young Achievers programme settled well during 2022 as the leaders developed the programme to suit the needs of the children attending. We were able to establish a good volunteer team and appointed a support worker to further strengthen the team. We were delighted that so many of the children have returned each term and have built some wonderful friendships.
- Our Young Achievers Leader went on maternity leave during 2022 and we were delighted to appoint a great youth leader to cover her leave. Our previous Young Achievers Assistant Leader left at the end of the academic year and we appointed a brilliant replacement from the volunteer team giving some continuity into the new academic year.
- The appointment of one new Trustee to the Board with complimentary skills and professional experience, and lived experience of parenting a child with Down Syndrome.
- The creation and recruitment of an Operations Co-ordinator role to support our Head of Operations in the delivery of our new and existing programmes.
- We have increased our professional network this year building links with health and education professionals locally and giving them information about how we can also support the families they are working with so that they signpost new families to us.

The Trustees of DS Achieve are extremely pleased with the achievements during 2022 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 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 £42,820 thanks to the generosity of our donors.

Details of any funds materially in deficit

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 2022. Total donations received amounted to £17,072.

Event income

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

Hertfordshire Libraries

Income was received from Hertfordshire Libraries to run the My Voice project.

Grants

DS Achieve successfully applied for two grants during 2022.

The Childwick Trust awarded £3,000 in grant funding towards core costs for 2023. A £300 Festive Grant was also awarded from Hertfordshire County Council which subsidised the family social in December.

In addition, DS Achieve continued to receive the following grants from:

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

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

BBC Children in Need also awarded a £500 additional 'Cost of Living' Grant to support the running costs of the charity.

Apart from the BBC Children in Need 'Cost of Living' Grant, 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 ten training events including trainer costs, venue hire and expenses, two Empowerment Group socials and an end of year family social.

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.

Resource Packs into School

Costs were incurred for specialist advisory teachers and specific educational resources.

EHCP Support Service

Costs were incurred for venue hire for training and for professional services.

My Voice - Hertfordshire Libraries Project

Costs relate to staff salaries attributable to the project.

Administration

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

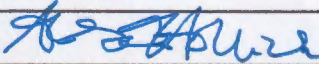
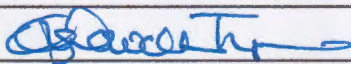
Section F**Other optional information**

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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)	ABBIE HOLLICK	GILLIAN WARWICK-THOMPSON
Position (eg Secretary, Chair, etc)	TRUSTEE	CHAIR OF TRUSTEES
Date	23/3/2023	23.3.2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

DS Achieve

1176873

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	1/1/2022		31/12/2022

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	17,072	-	-	17,072	22,062
Event Income	7,442	-	-	7,442	5,589
Hertfordshire Libraries	4,043	-	-	4,043	-
The National Lottery Community Fund (RC London and South East Region)	-	15,258	-	15,258	8,717
Grant from BBC Children In Need	500	9,955	-	10,455	9,955
Grant from The Childwick Trust	-	3,000	-	3,000	-
Grant from HCC - Festive Grant	-	300	-	300	-
Grant from Groundworks	-	-	-	-	2,000
Grant from The Foyle Foundation	-	-	-	-	6,900
Grant from Albert Hunt Trust	-	-	-	-	1,000
Grant from Arnold Clark Community Fund	-	-	-	-	1,000
Grant from Postcode Places Trust	-	-	-	-	14,700
Sub total					
	29,057	28,513	-	57,569	71,923
A2 Asset and investment sales					
Sub total					
	-	-	-	-	-
Total receipts					
	29,057	28,513	-	57,569	71,923
A3 Payments					
Event Costs	8,152	300	-	8,452	4,844
Little Achievers Classes	-	14,281	-	14,281	12,748
Young Achievers Sessions	68	9,844	-	9,912	4,469
Resource Packs into Schools	1,643	1,500	-	3,143	-
EHCP Support Service	699	-	-	699	-
My Voice - Hertfordshire Libraries Project	426	-	-	426	-
Website & IT Costs	-	1,092	-	1,092	807
Insurance	18	550	-	568	522
Subscriptions	168	191	-	359	217
Marketing	80	193	-	273	164
Sundry Expenses	459	422	-	881	285
Salaries & Staff Costs	4,129	12,252	-	16,381	7,747
Professional Services	60	-	-	60	535
Sub total					
	15,900	40,625	-	56,525	32,338
A4 Asset and investment purchases					
Little Achievers Sensory Library	-	892	-	892	-
Sub total					
	-	892	-	892	-
Total payments					
	15,900	41,517	-	57,417	32,338
Net of receipts/(payments)					
	13,157	- 13,004	-	152	39,585
A5 Transfers between funds					
	-	-	-	-	-
A6 Cash funds last year end					
	29,663	28,825	-	58,488	18,903
Cash funds this year end					
	42,820	15,821	-	58,640	58,488

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	42,820	15,821	-
		-	-	-
	Total cash funds	42,820	15,821	-



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Hall Hire Deposit	300	-	-
	Gift Aid Due	423	-	-
		-	-	-
		-	-	-
		-	-	-

	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	-	1,620
	Projector Screen	Unrestricted	-	86
	Event Banners	Unrestricted	-	157
	Playgroup Equipment	Unrestricted	-	-
	Projector	Unrestricted	-	-
	Little Achievers Sensory Library	Restricted	892	892

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Visiting Therapists - Little Achievers	Restricted	240	
	Intervention Teacher - Little Achievers	Restricted	600	
	Hall Hire - Young Achievers	Restricted	216	
	Staff Costs - Young Achievers	Restricted	212	
	Salaries and Staff Costs	Unrestricted	201	
	Venue - Event Costs	Unrestricted	192	
	Trainer Costs - My Voice Herts Library Project	Unrestricted	200	

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

Signature	Print Name	Date of approval
	ABBIE HOLLICK	23/3/2023
	GWARWICK-THOMPSON	23/3/2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
DS Achieve

On accounts for the year
ended

31 December 2022

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 / 2022.

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:

Date:

28/9/2023

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.