



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	September	2020		31	August	2021

Section A

Reference and administration details

Charity name Wislawa Szymborska Polish Saturday School in Banbury

Other names charity is known by Polish Saturday School

Registered charity number (if any) 1176937

Charity's principal address 345 Bretch Hill

Banbury

Oxfordshire

Postcode

OX16 0JD

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	Mrs Katarzyna Wywiał			
2	Mr Sławomir Sienkiewicz			
3	Mr Krzysztof Wisniewski			
4				
5				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

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

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.

Wisława Szymborska Polish Saturday School in Banbury since its conception in 2009 acted as an Incorporated Association. In February 2018 the school fulfilled all the requirements of the Charity Commission and became registered charity, as a CIO.

Section C Objectives and activities

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

To advance education for the public benefit in the subject of Polish language, history, culture, geography and general knowledge about Poland, particularly but not exclusively by maintaining and developing the school and providing resources and teaching as recommended by the Curriculum Principles of Polish Ministry of National Education and the Polish Educational Society.

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)

Teaching of children with the curriculum focused on preparation for national GCSE.

To nurture Polish culture, traditions and catholic values by organising school events and trips.

To maintain the Polish library.

Fundraising in order to provide the necessary facilities and resources for the above mentioned activities.

To provide information, organising meetings, seminars and trainings in Polish on issues affecting local Polish community, who otherwise would have a restricted access to this information because of language barrier.

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.

The charity hires suitable premises and employs qualified staff and volunteers to provide good standard of teaching.

The trustees ensure the health and safety requirements are met for all students.

The school relies on support from volunteers and parents in its operation including administration, fundraising and school break playground duties.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This school year was very challenging for Polish Saturday School.

It was a very difficult time due to the Covid19 pandemic.

All school policies were reviewed.

We had to reduce teaching to just three small groups. As much as possible, we tried to continue teaching Polish language and history, especially in older classes that are preparing for the GCSE Polish exam. We had to give up extracurricular activities and special events.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity's reserve policy ensures that sufficient capital is available to cover the school operational costs for at least the next 12 month period.

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 charity's principal funds are from school fees paid by parents and guardians of the children attending classes.

Fundraising activities such as cake sales, school and social events raise additional funds which are used to finance additional curricular activities like students competitions, school trips.

The main expenditure of the charity is school staffs' wages costs, rental of school premises and purchase of school recourses.

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>Witniewski</i>	
Full name(s)	<i>Krzysztof Witniewski</i>	
Position (eg Secretary, Chair, etc)	<i>Trustee</i>	
Date	<i>23/06/22</i>	