

# 2021/2022



## **Annual Report of Child & Parenting Support Oxon (ChiPS)**

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# **1 Reference and Administrative Information**

**Child & Parenting Support Oxfordshire (ChiPS) is a charity (Charitable Incorporated Organisation or CIO) registered in England Charity Number 1177247**

## **Registered Office:**

11 Oxford Road, Woodstock, OX20 1UN

## **The Board of Trustees:**

Michael TEELING (Chair, from 2018 to present)

Caitlin MORRISON (from 2018 to present)

Kathy PETO (from 2018 to present)

Nicola SELWAY (from 2018 to present)

## **Business and Finance Contact:**

Cait Morrison, Trustee & Secretary

## **Charity Programme Contact:**

Paula Evans, Programme Facilitator and Co-ordinator

**Bankers:**

Arbuthnot Latham & Co Ltd

+44 (0)20 7012 2500

Arbuthnot House, 7 Wilson Street, London EC2M 2SN

## 2 The Report of the Trustees

### Overview

**Child & Parenting Support Oxfordshire (ChiPS) was established to continue provision of whole-family parenting programmes for young school-aged or pre-school children and their parents/carers for the benefit of people in Oxfordshire. The repercussions of the Covid-19 pandemic in 2020/21 meant that there were challenges to delivering the programme to families, and the Charity had to adapt to the 'new normal'. The small parenting programme delivery team spent the period covered by this report on writing a bespoke whole-family programme, to be delivered in schools by the Charity.**

### The CIO's Purposes for the Public Benefit

Research\* demonstrates that outcomes for children are improved when parents are also learning parallel skills as part of an evidence-based therapeutic programme. In the current economic and social landscape, demand in Oxfordshire is high for this type of intervention, but there is a severe shortage of funded provision. ChiPS currently delivers the Webster-Stratton Whole-Family Programme, which is presented to children and their families as 'Dinosaur School'. This programme comprises a set of evidence-based therapeutic learning courses, which have been developed to prevent and treat behaviour problems in young children.

The Webster-Stratton Whole-Family Programme, along with other 'gold-standard' programmes, is proven to improve outcomes in

vulnerable families and children, and was selected as a Blueprints for Violence Prevention programme in the USA in 2001 because it was shown to reduce risk factors for subsequent violence and crime. The Programme has also been shown to promote protective factors such as positive parenting and teaching focused on strengthening children's social and emotional competence and school readiness. Importantly, our own research has found that parents indicate significant positive improvement in their parenting and their relationships with their children following consistent participation in one of these programmes. These positive effects were indicated at the end of the Programme, and for several years afterwards, and provides the motivation for the trustees and delivery team at ChiPS to continue to offer provision to families in Oxfordshire on a charitable basis.

## **How the Activities of the Charity are Carried Out**

The programme is usually set in a local school, and coordinated and delivered by a trained, experienced group work facilitator. In partnership with the programme setting, we produce leaflets advertising and explaining the programme to families. We also liaise with the setting about referrals. As is safe and appropriate to each family, we conduct drop-in sessions at the setting to engage with them, explain the programme and make sure it is right for them. This engagement session can be conducted online if necessary. We coordinate and attend planning and supervision meetings before, during and after the programme, and prepare materials, making sure everyone involved has the right tools for the job.

## **Children's Group**

We ensure safe adult:child ratios with the setting by arranging the appropriate number of Teaching Assistant or SEN staff. We provide programme materials and interactive elements to support and motivate children's learning, including the life size, diverse child puppets, motivational rewards and recognition of successes such as certificates. A detailed report is produced after the Programme for each child and family, and for their school and referrer, detailing the newly acquired skills in support of long lasting outcomes and as a reminder of all we learnt together. In partnership with the setting, we evaluate the Programme using validated, standardised pre- and post-course questionnaires, and can also conduct other course participant evaluations if required by the referrer by agreement.

## **Parent/Carers' Group**

Two facilitators are needed for the parent/carers group.

## **Monitoring Outcomes to Ensure Charitable Purposes and Benefits are Met**

**i) Formalised Feedback** We will continue to use the system successfully implemented by the originating charitable organisation, Oxfordshire Parenting Forum. ChiPS will use statistically validated self-assessment questionnaires from parents/carers before, during and after attendance on the programme. Data will be regularly gathered from these to produce management reports for the trustees. Reports on each child's progress will be produced for the referrers. There will be a regular feedback loop between the programme deliverers and the referrers during each programme, and the deliverer will report back to trustees at appropriate intervals. The trustees will use these inputs, as well as feedback

from referrers on outcomes, to ensure the charity is meeting the needs of beneficiaries and meeting the charitable purposes as stated.

**ii) Supervision of Facilitators** This should take place at least twice during the year, to ensure best practice and to maintain the integrity of the evidence based programme. This is currently provided by a recommended independent supervisor appointed by the Charity.

## **Deciding who benefits**

The programme and related support given by the Charity continues to be offered free to programme attendees, who are currently referred by the state school providing the resources and the venue for the delivery of the programme.

## **Managing risk of harm**

**Child Safety and Vulnerable Service User Safety** The Charity's entire team, including the trustees, have DBS clearance. The children's programme delivery team all have the appropriate Enhanced DBS certification for working with children, and have also completed Paediatric First Aid training. The school setting is responsible for DBS checks on its own team, and we share our DBS status with them.

**Safe Working** Schools are required to provide their working risk assessment document to the ChiPS team, to enable them to adapt it to the programme and the delivery location in the school. Any safety concerns identified by the delivery team leader are reported



to the head of school, or the designated primary contact person (usually the SENCO), and suitable adjustments to programme arrangements agreed with them. A recent practical example of this was when the delivery team leader recognised that a safety protocol stipulated by the school was not practical in the space provided to the programme, and a safe alternative protocol was agreed.

Some team members have completed the 'Covid-19 Safe-working in Schools Course' and delivered the findings to their delivery team colleagues.

**Mental Health and Well-being.** The experience of working in schools, and with vulnerable children and their parents/carers, in the current difficult financial and social context has become increasingly challenging for delivery team members, and particularly the team leader, the Programme Coordinator. Following feedback from the Programme Coordinator, and a review by trustees, it was agreed that the Charity will enhance its professional supervision provision to reflect the increased demands of these current working conditions. This provision has been put in place and is currently being delivered on a regular basis in line with the need and request of the Programme Coordinator.

## **Finance and Annual Accounts**

The Charity's income is not above £25,000 [it is below £7000], and the accounts are not therefore independently examined or audited.

The trustees have reviewed the accounts of the Charity for this reporting period, and present them with this report to the Charities Commission.

## Notes:

\*Lisa Bunting (2004) Parenting Programmes: The Best Available Evidence, Child Care in Practice, 10:4, 327-343, DOI: 10.1080/1357527042000285510

*Note regarding the accounts:* Salary costs for the Charity are met by a private company, Finn Black Limited, which employs the Programme Coordinator and donates their time and services to the Charity. All employee obligations are met by this company. Other ad hoc staff costs are met by income of the Charity.

Report by the Trustees:

Michael Teeling, Trustee, Chair

Cait Morrison, Trustee, Secretary

Kathy Peto, Trustee

Nicola Selway, Trustee

Signed on behalf of the trustees by

A handwritten signature in black ink, appearing to read 'C Morrison', is written over a horizontal dotted line.

CAITLIN MORRISON, TRUSTEE

**01 August 2022**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

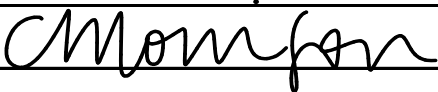
Child & Parenting Support Oxon (ChiPS)			
		1177247	
<b>Receipts and payments accounts</b>			
For the period	Period start date	To	Period end date
from	8/1/2021		7/31/2022

<b>CC16a</b>

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>					
Invoiced services	4,950	-	-	4,950	-
Donation	500	-	-	500	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	5,450	-	-	5,450	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	5,450	-	-	5,450	-
<b>A3 Payments</b>					
Invoiced Freelance Staff Services	-	-	-	1,000	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	Cross Add Error	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	-	-	1,000	-
<b>Net of receipts/(payments)</b>	5,450	-	-	1,000	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	5,450	-	-	4,450	-

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		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	4,450	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		CAITLIN MORRISON	8/10/2022	