

FOCUS SURREY

England & Wales · Charity number 1178378

Details

Status Registered

Legal form CIO

Registered 2018-05-14

Register [View on the Charity Commission register](#)

Contact

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Activities

Objects: 1. TO RELIEVE THE NEEDS OF CHILDREN WITH AUTISM SPECTRUM DISORDER (ASD) AND OTHER COMMUNICATION DIFFICULTIES AND THEIR FAMILIES IN PARTICULAR BUT NOT EXCLUSIVELY BY:* PROVIDING A STRUCTURED SATURDAY CLUB WITHIN A SAFE, NURTURING, FUN AND CHILD-CENTRED ENVIRONMENT FOR CHILDREN WITH ASD* PROVIDING A FRIENDLY AND SOCIABLE ENVIRONMENT FOR PARENTS/CARERS AND SIBLINGS TO MEET* THE PROVISION OF INFORMATION FOR PARENTS/CARERS THROUGH ORGANISED TALKS ON ASD RELATED SUBJECTS2. TO ADVANCE THE EDUCATION OF THE PUBLIC IN AUTISM SPECTRUM DISORDER AND OTHER COMMUNICATION DIFFICULTIES IN PARTICULAR BUT NOT EXCLUSIVELY BY:* THE PROVISION OF TRAINING AND VOLUNTEER OPPORTUNITIES IN AUTISM TEACHING METHODS BASED ON APPLIED BEHAVIOUR ANALYSIS (ABA) METHODOLOGIES* THE PROVISION OF INFORMATION SESSIONS ON ABA AND OTHER INTERVENTIONS, DEVELOPMENTS AND RELATED TOPICS WITH REGARD TO ASD

Activities: To provide affordable one to one support using the principles of Applied Behaviour Analysis to develop learning and social skills for children with Autistic Spectrum Disorder and other communication difficulties. The club provides their families with an inclusive social community where they can network with other parents of, and professionals working with, children with ASD.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Disability, Recreation
- **Who:** Children/young People, People With Disabilities

Geography

- Surrey
- Sutton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£33,086	£31,290	-	-
2024-06-30	£37,200	£43,481	-	-
2023-06-30	£50,791	£38,463	-	-
2022-06-30	£38,043	£34,474	-	-
2021-06-30	£9,449	£5,710	-	-
2020-06-30	£22,114	£27,049	-	-

Trustees

Name	Role	Appointed
SUSAN ARCHDALL	Chair	2018-05-14
AMANDA WEST		2018-05-14
Anna Redko		2026-03-17
June May Lee Goh		2020-05-21
Kunhui Rimington		2021-05-14
Lisa Masarati		2020-05-21
Louise Simon		2023-04-25
Louise Therese Pinto		2026-03-17
Tracey Tibbals		2023-04-25

FOCUS SURREY

England & Wales - Charity number 1178378

Accounts



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

FOCUS SURREY

Registered Charity Number: 1178378

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2025

Trustees' Annual Report for the period

From	July 1st 2024	Period start date
To	June 30th 2025	Period end date

Charity name: Focus Surrey

Charity registration number: 1178378

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document.

Focus Surrey is an independent, not-for-profit volunteer-led Saturday club for children with Autism Spectrum Disorder and their families. It aims to assist children with autism to improve their communication, social and play skills within a nurturing, fun and child-centred environment.

Charitable Aims

1. To relieve the needs of children with autism spectrum disorder and other communication difficulties and their families in particular but not exclusively by:

- Providing a structured Saturday club within a safe, nurturing, fun and child-centred environment for children with Autism Spectrum Disorder (ASD).
- Providing a friendly and sociable environment for parents/carers and siblings to meet
- The provision of information for parents/carers through organised talks on ASD-related subjects

2. To advance the education of the public in autism spectrum disorder and other communication difficulties in particular but not exclusively by:

- The provision of training and volunteer opportunities in autism teaching methods based on Applied Behaviour Analysis (ABA) methodologies
- The provision of information sessions on ABA and other interventions, developments and related topics with regard to ASD

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

Focus Surrey provides a learning and social outlet for children and families in the wider Surrey area, including Sutton, Merton and neighbouring boroughs, via the evidence-based principles of Applied Behaviour Analysis.

The benefit of the club is threefold – not only are children with autism receiving 1:1 support; the play assistants (previously called tutors) who are all volunteers are gaining training and experience working with children with autism and the parents/carers are receiving advice from ABA professionals, peer support, networking opportunities and information via a series of guest speakers.

During the period 1st July 2024 to 30th June 2025 the main activities of the charity were running the Saturday club, which introduces families to Applied Behaviour Analysis (ABA), an accessible, science and evidence-based methodology of understanding the behaviour of children and applying that knowledge to guide improvements in their developmental skills.

Sessions are constructed and led by independent ABA professionals and each child has their own one-to-one volunteer play assistant. Children can practise social and play skills, improve their communication skills and work on specific individual targets determined in consultation with parents/carers. Parents and carers are also given the opportunity to train to be a volunteer play assistant alongside their own child, receiving expert advice from our team of ABA professionals which will further support them at home.

This was achieved in the reporting period by running one 12-week term as well four Keep in Touch days and an online guest speaker series.

Term	Dates From/To	Number of Volunteers (excluding trustees)
15	21 September 2024 to 14 December 2024	35
Keep in Touch Days	22 March, 29 March, 26 April & 10 May 2025	21

Keep in Touch Days

Focus Surrey’s senior supervisor and board-certified behaviour analyst moved on to other opportunities which meant the charity went through a period of recruitment, which necessitated not running for one term until we found the right contractors. Instead, the trustees chose to introduce Keep in Touch days where parents and children could attend the club together and enjoy special activities aimed at building connections within families. The activities included dance psychotherapy, yoga therapy, animal therapy, gardening, art and food technology. By the end of this period the trustees had trialed and hired a new consultant and supervisor to oversee the club. The charity was also able to provide respite and well-being initiatives through our new Caring for Carers project funded by the National Lottery.

Caring for Carers Project

The charity received funding from The National Lottery Community Fund to provide group therapies free of cost to parents and carers, while their children attended the Saturday club and Keep in Touch days. The well-received project was delivered from November to December 2024 reaching 28 families of children with autism, and then again from March to May 2025 reaching 24 families.

The project offered respite for parents and carers who are more likely to be under increased stress and more likely to feel isolated and with fewer opportunities to practice self-care.

The parents were treated to a hand massage from qualified aromatherapist and massage therapist Nikki Brown and soothing shoulder and neck massages from Cuneyt Aydemir from "Pay It Forward Massage". These therapies were very well received and appreciated by attendees of the club. They also received yoga therapy from trained yoga therapist Claudia Nagorni. The project enabled parents and carers to take time out for themselves for self-care and to improve their mental well-being.

Other Initiatives

During the reporting period the charity also provided dance, yoga, animal therapy, an art curriculum and food technology activities as well as a host of games, outdoor play and gardening activities for the children.

Dance and Yoga

We were pleased to be able to continue the dance programme as part of the curriculum to enable the children to keep active and develop their coordination, imitation and gross motor skills. We were able to host the movement sessions alternating between dance and yoga in a separate breakout room with qualified instructors in SEN yoga and dance psychotherapy.

Dance teaches/assists these skills in children with Autism:

- imitation (copying)
- to communicate; many respond to music before they respond to language
- develop coordination and express themselves without needing to speak
- sensory needs.

Learning yoga helps people with Autism to:

- regulate the nervous system by using calming and relaxing techniques
- breathe more fully by learning focused breathing
- ground themselves
- develop their imitation skills.

We have continued to develop these sessions and now use the dance session as an opportunity to communicate with the children by letting them choose a song either verbally or via visual symbols on a choice board. They are learning how to make choices as well as develop turn taking and sharing skills.

Food Technology

We have been able to continue to build on the children's functional and life skills by continuing with a food technology component for all children. This gave an opportunity to practice hand-eye coordination, fine motor skills and developing independence skills by making fruit kebabs, chocolate nests and sandwiches. We also celebrated key dates in the calendar by making Halloween, Christmas and Easter treats.

Gross Motor and Outside Activities

Hiring a venue purposely fitted out for young people with special needs, with a secure outdoor area, enables the charity to have more space to offer more physical activities for the children, such as the use of an inground trampoline and grassed area, which helped with sensory regulation. It provided space for scootering, running and imaginary play games. It also enabled the charity to introduce gardening and planting as an occasional outdoor activity.

Art Curriculum

In Term 15 the club continued to provide an ongoing arts curriculum where the children have worked on a set art project each week, cutting and pasting, painting, using playdoh and working with different art materials and textiles. The art activities were often themed to the yearly calendar, and they produced art related to Halloween, Fireworks night, Eid and

Remembrance Day. Through art the children were developing their fine motor and hand-eye coordination skills, as well as learning expressing themselves through the visual and performing arts component. All children in their first term at the club were able to receive an external art award by taking part in the programme, which was moderated by our art curriculum lead and Trinity moderator <https://www.artsaward.org.uk/site/?id=2300>.

Community Involvement and Volunteers

The charity also reached out to local volunteer communities, with trustees taking part in collaborative meetings with Merton Connected and continuing our collaboration with Sutton Volunteer Centre. We continued our relationship with a local gardening charity for adults with learning disabilities: FROG Learning CIC and had a special visit from the National Trust at Morden Hall Park, who visited the club to ask the advice of local children and families on how to make the park more accessible and inclusive.

Trustees visited Merton and Carshalton College to discuss the volunteering opportunities with students. Focus Surrey has also developed a relationship with Kingston University's psychology department to offer work experience placements to students – we have had several students volunteer as part of their course requirements both at the club and behind the scenes developing our website and doing research.

Focus Surrey also took part in the Friends of Sherwood Park Schools annual fair, a local inclusive fair. Focus Surrey friends and family baked and made chocolates to sell alongside a tombola as a fundraising venture. We also had an interactive gingerbread decorating table and trustees on hand to answer queries from other local families with children with special needs.

SEN discos

Focus Surrey started running discos for children and young adults with disabilities in December 2021 with the venue kindly supplied free of charge by Frames Sports Bar in Coulsdon. The discos were open to all people with disabilities and provide an inclusive environment where everyone can dance and relax with no judgement. As well as having a professional DJ, the discos provided other activities and a quiet place for people to take time out from the dance and lights if needed. As well as face painting and glitter tattoos, the children could also take part in themed arts and crafts. In October 2024, we ran a Halloween-themed disco.

Volunteer recognition

All volunteers are recognised for their contribution at Focus Surrey's end of term graduation parties with bespoke certificates including individual feedback for each volunteer.

Once again, we celebrated National Volunteers Week from June 2nd to 8th by highlighting the efforts of our volunteers and including their testimonials on our website and on social media. It was an opportunity to recognise the fantastic contribution volunteers make to our communities and to say, "Thank you".

Focus Surrey recognised the more than 500 volunteers who have been pivotal to the success of the Saturday club which has been running since September 2016. <https://www.focus-surrey.com/post/celebrating-our-volunteers>

In November 2024, Focus Surrey and its volunteers were recognised as part of Trustees week. Merton Connected - Volunteering held an event to recognise the contribution of many volunteers giving their time to support community organisations across the borough. Representing Focus Surrey's trustees and the contribution they make to the charity at the Volunteer Appreciation event were Sue Archdall and Louise Simon, who have volunteered at the charity since 2016 and 2017 respectively. Both trustees were presented with Merton Milestone Badges to recognise their contribution to volunteering.

Focus Surrey volunteers were also recognised for their contribution with nominations at the annual Merton Partnership Civic Pride Volunteer Awards. We were extremely proud when long-term volunteer and trustee Louise Simon was announced as joint winner of Merton Partnership Civic Pride Councillor Maxi Martin Young Volunteer of the Year Award for 2025 at a ceremony on June 5th, 2025. Louise has volunteered at Focus Surrey Saturday club for children since 2017, when she was aged 17 and in high school. Louise has volunteered as a play assistant and play facilitator as well as administrator and operations lead. Louise was appointed as a Trustee in April 2023.



Louise Simon with her award

Volunteering

During the reporting period, 53 volunteers (excluding trustees) supported the charity (3 volunteers returned for the KIT days). These volunteers played with and assisted the children directly at the club or supported behind the scenes at fundraising events or with administration, guest speaker talks, operations and fundraising.

The impact of our volunteering opportunities has continued as we support people of all ages to gain experience working with children with special needs. Volunteering helps people to build practical skills and teamwork skills and provides training, assisting to build careers in supporting people with special needs.

It is a positive environment which helps to raise awareness in society by introducing disability and autism to many new people within the community, including high school students and those with no previous experience of disability. Volunteers learn transferrable skills including acceptance and inclusivity in all areas of life.

Volunteers at Focus Surrey receive two days of theoretical training on the principles of Applied Behaviour Analysis (ABA) as well as in-person shadowing and direct supervision and training. Through training and practical experience, the volunteers gain/improve some of the following skills:

- The ability to engage with children with autism through play and fun activities
- Skills to capture the child's motivation
- Depending on the skill level of the child, volunteers can practice ways to support children with requesting preferred items or activities.
- Put in practice basic knowledge of some principles of behaviour (e.g., motivation).

- Knowledge of autism and social communication difficulties
- Practical application of an evidence-based teaching method
- Valuable experience working with children with disabilities
- Teamwork skills and working with professionals
- Child/person-centred care approach.

The majority of volunteers are 18 and over and come from varied backgrounds: people with family members with autism; university students studying psychology and education; carers; college students and people looking to gain work experience in childcare.

Many of our volunteers are neurodiverse themselves. We encourage inclusivity and equal opportunities at Focus Surrey.

Volunteers play with the children in four different areas: the art room, playroom, dance and yoga room, and outdoor space where the children work towards targets set by a Board-Certified Behaviour Analyst in consultation with parents.

We request feedback on all training and at the end of teach term. Feedback from volunteers at the end of Term 15 included:

- "Great organisation! I can feel the enthusiasm and love from the staff."
- "All the staff and volunteers were very helpful, and I have learned a lot from them. I will even miss them all because they were so kind and supportive."
- "I will recommend other people join Focus if they need help with their autistic children."

In January 2025 Focus Surrey received unique feedback from a previous volunteer in the form of an acknowledgement in her published research. PhD student Kyleigh Melville who had previously volunteered and worked with the Saturday club for many years said in her acknowledgements:

"Thank you to the charity Focus Surrey, for being such a beautiful community that helps so many children and their families, and for sparking my passion in working in special needs education."

Kyleigh's research "Talk to me about the LEGO!", a qualitative exploration of autistic students' experiences with LEGO-based therapy, has been published in the Cambridge Educational Research e-Journal. We were very proud to have sparked her passion in working in special needs education.

During National Volunteers' Week one parent expressed his gratitude to the volunteers.

"As a parent of a child who has directly benefited from the amazing work of Focus Surrey and its wonderful volunteers, I would like to express my heartfelt thanks during this National Volunteers' Week. My son has thrived in the caring and creative environment you've built — through play, communication, and the tireless dedication of your volunteers. The impact of your work extends far beyond Saturdays — it touches families, builds hope, and brings real joy into our lives."

"To every volunteer at Focus Surrey — whether working one-on-one with children, behind the scenes, or helping sustain the charity in any way — thank you from the bottom of our hearts. Your commitment and compassion are truly changing lives. Happy Volunteers' Week — you all deserve it!"

Parents and Families

We encourage all parents to attend both of the two days of training and volunteer as a play assistant to support their child for the 2 hours each Saturday they are at the club. For those who volunteer to support their child they receive training and learn strategies to support their child's communication and behaviour outside the club.

Other parents attending the club benefit specifically from the support they receive from other parents in the parents' room. While the children are playing and learning, they are given the chance to relax and take time to be with others going through similar life experiences.

When asked why parents enjoyed attending the club, parents said they enjoyed going somewhere their children are accepted and understood.

Parents feel supported with useful information and advice and being able to share knowledge.

The club is unique in that each child works towards targets set by the consultants; data is taken by the volunteers documenting children's achievements at the club. Parents have spoken about how much their children "enjoy" the club and are happy "engaging and playing". Other parents particularly appreciated the variety of activities, Now and Next visuals, sequence of events and the rewards the children receive.

Feedback received during the reporting period included: "He listens more and can now ride a scooter." and "His play, communication and social skills have improved drastically."

Parents enjoy sharing experience and strategies they have learnt with each other as well as being given the time and space to relax.

"It is a place to learn and share ideas with other parents."

"It is nice to spend time with other parents, and I have also loved the pamper activities for parents."

Guest Speaker Talks

After taking our Guest Speaker series online after the Covid Pandemic we have continued to be able to support more families from throughout the UK with our online guest speaker series. Between July 2024 and June 2025, more than 52 families benefited from our online guest speaker series online or viewing the talk at a later date via a recording.

Our online guest speaker talks during this period were:

- Navigating From Teenager to Young Adult: How ABA can support with Jane McCready, Mum, ABA Access4All Campaigner and UK-SBA Consumer Advisory Board Member on October 22nd, 2024
- Play with Purpose: Teaching Children with Autism to Play using ABA Pairing Techniques by Board Certified Behaviour Analyst Larissa Koutakos on June 24th, 2025

Feedback from attendees from the guest speaker talks included:

- "It was very interesting and informative"
- "(It was) good to hear first-hand experience from a parent"

We were able to provide in-person advice at the Keep in Touch days with a visit from a SOS:SEN legal adviser and parent advocate as well as a Mencap Merton Autism Parents

Service Advisor who was able to give advice on services available to families. Two Board Certified Behaviour Analysts also attended on separate dates to provide valuable advice to families on communication, social and behaviour-based strategies to support their children.

We held yoga therapy sessions with both a qualified yoga therapist and then a SEN yoga teacher, where parents and children could join in together.

Many of the attendees of our online guest speaker series were from the greater London area or Surrey, however once again the attendees originated from a wider area throughout the UK including Brighton and Hove, Bristol, Fife, Hampshire, Kent, Leicestershire, Manchester, Shopshire, Somerset, Surrey and Sussex.

Between July 2024 and June 2025, out of the 52 attendees who attended the two online talks 65% were parents; 25% were professionals (e.g., SLTs); and 10% were both parents and professionals. Out of the 52 attendees, 35% were not associated with the club and 65% were currently or previously associated with our Saturday club.

As there were 18 professionals attending, the impact of our Guest Speaker talks is more widespread than just the total number of attendees. Each participant received advice and information to inform their future work with people with autism and families with children with special needs.

We also shared the talks with volunteers to increase their understanding of autism and the different interventions, therapeutic input and strategies that are available. We survey all attendees of the talks and all respondents said they were pleased they joined the talk and gave positive feedback.

Keep in Touch Day workshops

The Keep in Touch Day workshops were an extension of our Guest Speaker talks. They were able to provide in person workshops with professionals providing practical advice and suggestions to parents and carers.

- Yoga therapy self-care workshop – in person at the club (May 2024)
- SEN yoga teacher
- Dance Psychotherapist
- Wild Science interactive animal experience
- Gardening for relaxation
- Parent advocate and SEN legal advice
- Behaviour Analysis advice from two Board Certified Behaviour Analysts
- Mencap Merton Autism Parents Service Advisor

The aim was for parents to accompany their children and interact in the activities. A particularly popular activity was enjoying playing with the wild exotic animals from animal therapy provider Wild Science. There were also volunteers and behaviour analysts available to engage with the children while the parents took time out for a back and shoulder massage and an aromatherapy massage. The massage and aromatherapy were also offered to children. For many of the children it was their first massage. The deep pressure for both parents and children provided physical, mental, and emotional benefits including stress reduction. Massage provides proprioceptive input, which can help regulate the sensory system of children with autism and help to reduce anxiety. Other activities included a nature hunt, Easter egg hunt and being able to plant seeds to grow flowers for Mother's Day. The Keep in Touch Days were well received with both current and former children and families attending.

Parents appreciated the free flow format where children could move from one activity to another in their own time and space. "All the activities were well balanced for all the children according to their needs."

“Focus Surrey’s ‘Keep in Touch days’ have been “an amazing Saturday morning session to take my son to. (It) allows the children to have the freedom to explore and choose which activity room or space they wish to enjoy, which has been perfect. The setting is familiar and safe for all attendees, and no judgement is made.”

“In particular, my son has enjoyed the outside area with the trampoline, foam messy-play and gardening activities. He has shown a real interest in the yoga session with Wendy and dancing with Gosia, which has been a joy to watch him take part in.”

“As a parent, it has been lovely to reunite with other parents and volunteers that I made friends with whilst attending the Focus Surrey 10-week programme.”

“Much thought has been put into the sessions to provide the children with a variety of play activities, catering for different interests.”

“Even parents and carers have been thought of, and can receive a hand or neck massage, which is an amazing treat as a parent of a special needs’ teen.”

“I have to mention the discussions, yoga and therapy sessions, organised for parents, are brilliant. I feel very relaxed. Talking to professionals and other parents are great opportunities I had during the program.”

Looking Forward

As well as providing a friendly and sociable environment for parents/carers and siblings to meet, the Trustees are focusing on supporting the parents and carers self-care and well-being. Going forward, as well as our Saturday Club and Guest Speaker series, we will continue to pursue opportunities to widen our reach such as therapies and well-being opportunities for families who attend the club.

Recently we have begun seeking funding for more activities to benefit carers including therapies to help carers with their personal well-being. Currently we are providing group therapies such as yoga therapy, massage and aromatherapy – all free of cost to parents and carers whilst their children attend the Saturday club.

This recent project aims to improve mental well-being; offering respite to parents and carers who are more likely to be under increased stress; are more likely to feel isolated and have fewer opportunities to practice self-care due to the high support needs of one or more children with SEN in their family.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The trustees have taken into account the guidance issued by the Charity Commission on public benefit and are confident its activities fit that criteria outlined by The Charities Act 2011 definition of a charitable purpose, explicitly, as one that falls within numbers 4 and 12 of its descriptions of purposes.

4. The advancement of education

12. The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Contribution made by volunteers

Focus Surrey is volunteer based with no staff costs for management. All trustees provide free expert advice from their fields to support the running of the club. During the reporting period,

53 volunteers (excluding trustees) supported the charity (3 volunteers returned for the KIT days).

The majority of guest speakers are professionals or parents who voluntarily give their time and advice for free. Other volunteers also support with recruitment events and fundraisers.

Focus Surrey pays contractors to support the running of the club including the key role of the autism professionals (BCBAs) and experienced ABA tutors who supervise the club. Four of the contractors are self-employed. We also pay an administrator and operations lead to support with operations on club days.

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

Focus Surrey is an in-demand service. It currently has more than 50 children on its waiting list (as of 25th April 2026). There are no other opportunities locally for children with autism to socialise and develop targeted social, communication and play skills using the principles of Applied Behaviour Analysis (ABA).

The charity is giving children unique support which improves engagement in learning and social communication. For some children it is the only behaviour-based support and/or targeted one to one support they receive.

The charity aims to support parents to gain practical information and training, and these families are empowered to help their child to progress their social development and understanding. We are also equipping parents with legal advice from independent SEN advocates and referring parents to legal charities such as SOS-SEN who assist them to update and improve EHCPs and thus improve the long-term education and care of their children. We also frequently provide information-sharing with people who do not join the club by answering queries that come via email, social media or through our website.

On world Autism awareness day on April 2nd and world Autism Awareness month in April 2025 we were proud to launch a new professional video celebrating the achievements of all the neurodiverse children who attend the Saturday club each week. Created by talented filmmaker Milad Zare Mohazabiye the video highlighted the children, volunteers and families who attend the charity's Saturday sessions. Milad spoke to staff, volunteers and supporters over several weeks at the club to produce a wonderful summary of what the charity had achieved thus far. The video can be seen on our website www.focus-surrey.com.

Through our range of Guest Speaker Series talks and the Keep in Touch Days, all attendees received advice and information on therapies and strategies for children with autism. Parents and guests were all impressed with the calibre of the speakers, the majority of who gave their time for free. These sessions provided a vital element of support and continue to educate parents on different strategies and therapies for children with autism. It also gives practical advice and provided advice for professionals who attended. Due to the talks being online and recorded their impact is more widespread, as it is not limited to one locality.

The organised talks and workshops on autism-related subjects, ABA and other interventions helped children with autism to develop their language, play and social skills to reduce isolation, and empower children and families.

The online talks also provide a way of supporting parents on our waiting list before their children can join the club. Most importantly, through the online talks we were still able to support our charitable aims by providing information for parents/carers who may not be able to access the Saturday club due to distance.

The Keep in Touch days were a big success and enabled families who had attended previously to reconnect with other families and renew friendships.

These events enabled the charity to continue raising ambitions and outcomes for children, young people and families. They enabled parents to help themselves, develop resilience and assist their children to live inclusive and independent lives.

Advice was shared both formally and informally and recipients appreciated being connected and being given access to professionals and the invaluable advice of those with lived experience. In addition, many of the parents/carers and volunteers go on to use these principles and ideas while playing and caring for their own family members. Focus Surrey is fostering a community who are committed to supporting children with autism.

The interventions help families to increase resilience and reduce social isolation for parents and their children and enabled social networks to be created and a community maintained.

The launch of the Caring for Carers project enabled parents to take some rare time for themselves to relax and have therapeutic input from professional massage therapists and a yoga therapist. Generally, carers and parents of children with special needs do not have a lot of personal time where they can focus on their own health as they are busy looking after their loved ones. This can impact on their own well-being and ability to be a carer.

Rest is not a luxury, but a clinical necessity for sustaining a stable family life and preventing the collapse of the primary caregiving unit. Consistent stress harms the body, suppresses the immune system and leads to extreme fatigue. Rest breaks are psychologically necessary to let the body rest, regulate hormones and recover from a constant state of high vigilance. Given this, the Caring for Carers project has been invaluable for parents and carers at Focus Surrey.

Performance of fundraising activities against objectives set

All funds derived from fundraising activities were used to subsidise membership fees and to pay for the costs of running the club as well as provide valuable new equipment. Fundraising activities included a raffle, quiz night; a SEN fair; and using a bid writer to apply to charitable trusts to support the charity.

Financial Review

Review of the charity's financial position at the end of the period

See Financial Statements for the Year Ended 30 June 2025

Statement explaining the policy for holding reserves stating why they are held

Focus Surrey aims to have 50% of the cost of running a term in reserves to cover the costs of the next term with further fundraising to continue. At a bare minimum Focus Surrey should have reserves to cover support and governance costs.

Amount of reserves held: See total funds carried forward in the Financial Statements for the Year Ended 30 June 2025

The charity's principal sources of funds (including any fundraising)

The principal source of funds was from membership fees, grants, donations and fundraising activities.

Significant grants in this period from charitable trusts included those from the Masonic Charitable Foundation and the National Lottery Community Fund of which we are incredibly grateful.

The main fundraising activities for the year were grants and membership fees and donations. We received many private donations linked to the club and our guest speaker series and a corporate donation sourced by one of the parents attending the club.

Other fundraising activities included a SEN disco and Christmas raffle with generous donations of prizes from local businesses and the local community. These prizes were sourced by Focus Surrey parents and trustees.

A description of the principal risks facing the charity

The national cost of living crisis and the strain on spending for average families means there has been a decline in raffle sales. Given the impact of rising costs the charity recognises the impact on fundraising and donation activities with supporters having less disposable income. The competitive environment for applying for grants in the charities sector is primarily due to increased demand and a growing need for charitable services, leading to more charities seeking funding to meet this demand. Austerity-era budget cuts have also reduced local authority support, making it harder for charities to secure funding.

We have benefited from the investment in a bid writer who supported us by writing for charitable bids.

Other risks that were discussed by trustees in this fundraising period were the risks associated with running the club without an experienced consultant Board Certified Behaviour Analyst supervising the club each week. It was agreed a BCBA was needed to oversee the training of volunteers and provide behaviour-based strategies to support children at the club. This is why the board of trustees decided to take a break from running the usual 12-week club and instead introduce Keep in Touch Days where parents were on hand to be the primary supervisor of their children. This enabled us to provide an alternate programme which still met our charitable objectives until we hired a new BCBA consultant.

Additional measures that were put in place after returning to operations after the pandemic have been retained including ensuring air circulation and stricter cleaning protocols for any toys that were used or mouthed by children. We now provide home-made disposable playdoh each club day and many other measures to ensure everyone stays safe. We also reminded attendees to ensure anyone who was ill did not attend the club.

We managed the risk of injury and incidents by completing risk assessments each term and reviewing incident reports to ensure we further mitigate risks. We also ensure that we have always more than one first aider available.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)		Charitable Incorporated Organisation
How is the charity constituted? (e.g., unincorporated association, CIO)		Foundation Model Constitution
Trustee selection methods including details of any constitutional provisions		Elected by majority decision

e.g., election to post or name of any person or body entitled to appoint one or more trustees		
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Policies and procedures adopted for the induction and training of trustees

The Management Committee is required to have a minimum of three and a maximum of 12 members at any one time and one third of them are to be re-elected annually by rotation at the Annual General Meeting.

Safeguarding, child protection and risk management.

Focus Surrey recognises its responsibilities in the management of risk, particularly in respect of the children attending and the volunteers trained by the paid staff as well as in its fundraising policy. Focus Surrey's policies are reviewed and updated every term. They include:

- Safeguarding and Child Protection Policy
- Health and Safety Policy
- Risk Assessment
- Equal Opportunities Policy
- Intimate Care Policy
- Privacy and Data Protection policy
- Safeguarding and Criminal Convictions Disclosure Form
- Codes of Conduct (for staff, volunteers and parents/carers)
- Financial Control policy

Reference and Administrative details

Charity name	Focus Surrey
Other name the charity uses	
Registered charity number	1178378
Charity's principal address	37 Stanhope Rd, Carshalton, SM5 4LH

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	Susan Archdall	Chairperson	Entire year	
2	Amanda West		Entire year	
3	June Goh		Entire year	
4	Lisa Masarati		Entire year	
5	Kunhui Rimington		Entire year	
6	Tracey Tibbals		Entire year	
7	Louise Simon		Entire year	
8	Samantha Rahman		Entire year	
9	Thomas Rasey		November 2024 - March 2025	

Declarations


The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Trustee 1

1. Full Name and Position: Susan Archdall, Chair of Trustees
2. Signature 
3. Date: 29/4/26

Trustee 2

1. Full Name and Position: Trustee
2. Signature 
3. Date 29/4/26

You can read more about Focus Surrey at focus-surrey.com or by following us on Instagram @focusabaclubsurrey; Facebook @ABASurreyFocus and Twitter @Focus_Surrey

FOCUS SURREY

Registered Charity Number: 1178378

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2025**



FOCUS SURREY

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FOCUS SURREY

REFERENCE AND ADMINISTRATION FOR THE YEAR ENDED 30 JUNE 2025

Registered Name Focus Surrey

Registered Charity Number 1178378

Principal Address 37 Stanhope Road
Carshalton
SM5 4LH

Charity Trustees Susan Archdall (Chair of Trustees)
Louise Simon
Tracey Tibbals
Samantha Jane Rahman
Kunhui Rimington
Lisa Masarati
June May Lee Goh
Amanda West
Tom Rasey (Appointed November 2024) (Resigned March 2025)

Bankers Barclays

Independent Examiner Community360
Winsley's House
Colchester
CO1 1UG

FOCUS SURREY

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 30 JUNE 2025

I report on the accounts of Focus Surrey for the year ended 30 June 2025 which are set out on pages three to five.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention 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

I 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.

David Courtier FMAAT AATQB for and on behalf of:

Date 30/04/2026

Community360, Winsley's House
High Street, Colchester, Essex



FOCUS SURREY

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 30 JUNE 2025

	Unrestricted funds 2025 £	Restricted funds 2025	Total 2025	Total 2024 £
Income				
Donations	5,995	-	5,995	8,576
Grants	3,300	13,661	16,961	4,800
Subscriptions	9,033	-	9,033	17,850
Fundraising events	1,097	-	1,097	5,974
Total income	19,425	13,661	33,086	37,200
Expenditure				
Fundraising events	687	-	687	842
Fundraising costs	4,160	-	4,160	3,520
Contractor costs	11,957	2,411	14,368	21,404
Management (operations)	1,541	1,083	2,624	1,952
Equipment and storage	287	-	287	2,089
Facility hire fees	3,815	2,340	6,155	9,917
Professional fees	340	-	340	340
Insurance	551	-	551	525
Hospitality	391	180	571	365
Gift expenses	222	-	222	289
Operation costs	1,325	-	1,325	2,238
Total expenditure	25,276	6,014	31,290	43,481
Net income/(expenditure)	(5,851)	7,647	1,796	(6,281)
Total funds brought forward	24,634	-	24,634	30,915
Total funds carried forward	18,783	7,647	26,430	24,634

FOCUS SURREY


STATEMENT OF ASSETS AND LIABILITIES AS AT 30 JUNE 2025

	2025 £	2024 £
<u>Monetary assets</u>		
Cash at bank and in hand	26,430	24,634
Total Monetary Assets	26,430	24,634
Unrestricted funds	18,783	24,634
Restricted funds	7,647	-
Total funds	26,430	24,634

Non monetary assets and liabilities

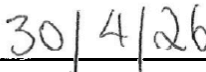
	2025 £	2024 £
Accruals		
Accountancy fee	340	340
	340	340

Signed on behalf of the Trustees:



Susan Archdall

Date:



FOCUS SURREY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2025

1. Accounting policies

These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2019) issued in 2019, with all revenue and expenses shown on a cash basis. Non-monetary Assets and Liabilities are shown as actual values at the end of the year.

Accounts prepared on a cash basis.

Going concern

These accounts have been prepared on a going concern basis.

Related Parties

There were no related parties during the year.

2. Resources expended

These have been analysed using a natural classification.

3. No remuneration was paid to any Trustee or to any person or persons known to be connected with any of them. Expenses incurred on behalf of the charity have been reimbursed to the total of £150.00.

4. Movement in funds

	Balance at 01/07/2024	Income resources	Outgoing resources	Transfer	Balance at 30/06/2025
Unrestricted					
General	24,634	19,425	25,276	-	18,783
Total unrestricted	24,634	19,425	25,276	-	18,783
Restricted					
The National Lottery	-	13,661	6,014	-	7,647
Total restricted	-	13,661	6,014	-	7,647
	24,634	33,086	31,290	-	26,430

FOCUS SURREY

England & Wales - Charity number 1178378

Accounts



FOCUS SURREY

Trustees' Annual Report for the period

From July 1st 2023 Period start date
To June 30th 2024 Period end date

Charity name: Focus Surrey

Charity registration number: 1178378

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document.

Focus Surrey is an independent, not-for-profit volunteer-led Saturday club for children with Autism Spectrum Disorder (also known as ASD or autism) and their families. It aims to assist children with autism to improve their communication, social and play skills within a nurturing, fun and child-centred environment.

Charitable Aims

1. To relieve the needs of children with autism spectrum disorder and other communication difficulties and their families in particular but not exclusively by:

- Providing a structured Saturday club within a safe, nurturing, fun and child-centred environment for children with Autism Spectrum Disorder (ASD).
- Providing a friendly and sociable environment for parents/carers and siblings to meet
- The provision of information for parents/carers through organised talks on ASD-related subjects

2. To advance the education of the public in autism spectrum disorder and other communication difficulties in particular but not exclusively by:

- The provision of training and volunteer opportunities in autism teaching methods based on Applied Behaviour Analysis (ABA) methodologies
- The provision of information sessions on ABA and other interventions, developments and related topics with regard to ASD

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

Focus Surrey provides a learning and social outlet for children and families in the wider Surrey area, including Sutton and neighbouring boroughs, via the evidence-based principles of Applied Behaviour Analysis.

The benefit of the club is threefold – not only are children with autism receiving 1:1 support; the play assistants (previously called tutors) who are all volunteers are gaining training and experience working with children with autism and the parents are receiving peer support, networking opportunities and information via a series of guest speakers.

During the period 1st July 2023 to 30th June 2024 the main activities of the charity were running the Saturday club and all the activities associated with it; running an online guest speaker series and running in-person SEN discos.

Term	Dates From/To	No of Volunteers
13	23 September 2023 to 9 December 2023	37
14	24 February 2024 to 24 May 2024	40

1. Saturday club

During this period Focus Surrey incorporated the following activities into the Saturday club.

Dance and Yoga

We were pleased to be able to continue the dance programme as part of the curriculum to enable the children to keep active; develop their coordination; imitation and gross motor skills. We introduced these sessions full time in February 2023. We were able to host the dance sessions in a separate breakout room and introduce SEN yoga as the SEN dance instructor we hired was also a qualified SEN yoga teacher. She started to introduce yoga to those children who preferred a quieter environment and were able to imitate movement. This helped with sensory regulation and flexibility.

Dance teaches/assists these skills in children with ASD:

- imitation (copying)
- to communicate; many respond to music before they respond to language
- develop coordination and express themselves without needing to speak
- sensory needs.

Learning yoga helps people with ASD to:

- regulate the nervous system by using calming and relaxing techniques
- breathe more fully by learning focused breathing
- ground themselves
- develop their imitation skills.

We have continued to develop these sessions and now use the dance session as an opportunity to communicate with the children choosing a song either verbally or via visual symbols on a choice board. They are learning how to make choices as well as develop turn taking and sharing skills.

Food Technology

In Term 13 and 14 we were able to continue to build on the children's functional and life skills by continuing with a food technology component for all children. This gave an opportunity to practice hand-eye coordination, fine motor skills and developing independence skills by making fruit kebabs, chocolate nests and sandwiches. We also celebrated key dates in the calendar by making Halloween, Christmas and Easter treats.

Gross Motor and Outside Activities

Hiring a venue purposely fitted out for young people with special needs, with secure outdoor space, enables the charity to have more space to offer more physical activities for the children, such as the use of an inground trampoline and grassed area, which helped with sensory regulation. It also provided space for scootering, running and imaginary play games. It also meant that we have been able to introduce gardening and planting as an outdoor activity.

Art Curriculum

The club continued to provide an ongoing arts curriculum where the children have worked on a set art project each week, cutting and pasting, painting, using playdoh and working with different art materials and textiles. The art activities were often themed to the yearly calendar and they produced art related to Halloween, Fireworks night, Eid or Remembrance Day. Through the arts curriculum the children were developing their self-expression as well as their fine motor and hand-eye coordination skills. All children in their first term at the club are able to receive an external art award by taking part in this programme, which is moderated by our art curriculum lead and Trinity moderator <https://www.artsaward.org.uk/site/?id=2300>.

Community Involvement and Volunteers

The charity also reached out to the local volunteer communities, with trustees taking part in collaborative meetings with Merton Connected and continuing our collaboration with Sutton Volunteer Centre. We continued our relationship with a local gardening charity for adults with learning disabilities: FROG Learning CIC.

Trustees visited the Royal Holloway, University of London and Merton College to discuss the volunteering opportunities with students. Focus Surrey has also developed a relationship with Kingston University London's psychology department to offer work experience placements to students – we have had several students volunteer as part of their course requirements both at the club and behind the scenes developing our website and doing research.

The student population of Focus Surrey volunteers were also recognised at the Merton Connected Volunteering event as part of National Student Volunteering Week in February 2024.

Volunteer recognition

Once again, we celebrated National Volunteers Week from June 1st to 7th by highlighting the efforts of our volunteers and including their testimonials on social media and on our website.

It was an opportunity to recognise the fantastic contribution volunteers make to our communities and say "Thank you". Focus Surrey recognised the more than 500 volunteers who have been pivotal to the success of the Saturday club which has been running since September 2016.

Three outstanding volunteers were recognised for their contribution to Focus Surrey at the Merton Partnership Civic Pride Volunteer Awards at a ceremony at AFC Wimbledon on Friday June 7th 2024. We were extremely proud when Skylar Freeman came runner up in the Chris Frost Volunteer of the Year Award at the 2024 awards! A student at Merton College, part of South Thames Colleges Groups, Skylar is a neurodiverse volunteer with autism and dyspraxia who overcomes her own difficulties to support children with autism at Focus Surrey. Skylar uses her walking stick for balance but is still able to run, jump and play with the children each Saturday and has the energy to match the needs of the children at the club.



All volunteers are recognised for their contribution at Focus Surrey's end of term graduation parties with bespoke certificates including individual feedback for each volunteer.

Volunteering

During the reporting period, we recruited and trained more than 77 volunteers. These volunteers played and assisted the children directly at the club while another 10 additional volunteers supported behind the scenes with administration, operations and fundraising.

The impact of our volunteering opportunities has continued as we support people of all ages to gain experience working with children with special needs. Volunteering helps people to build practical skills, teamwork skills and provides training; assisting to build careers in supporting people with special needs.

Focus Surrey is a positive environment which helps to raise awareness in society by introducing disability and autism to many new people within the community, including high school students and those with no previous experience of disability. Volunteers learn transferrable skills including acceptance and inclusivity in all areas of life.

Volunteers at Focus Surrey receive two days of theoretical training on the principles of Applied Behaviour Analysis (ABA) as well as in-person shadowing and direct supervision and training. Through training and practical experience, the volunteers gain/improve some of the following skills:

- The ability to engage with children with autism through play and fun activities
- Skills to capture the child's motivation
- Depending on the skill level of the child, volunteers can practice ways to support children with requesting preferred items or activities.
- Put in practice basic knowledge of some principles of behaviour (e.g., motivation).
- Knowledge of autism and social communication difficulties
- Practical application of an evidence-based teaching method
- Valuable experience working with children with disabilities
- Teamwork skills and working with professionals
- Child/person-centred care approach.

The majority of volunteers are 18 and over and come from varied backgrounds: people with family members with autism; university students studying psychology and education; carers; college students and people looking to gain work experience in childcare. In the reporting period volunteers also included a sibling of a current attendee at the club, who volunteered for her second term as part of her Duke of Edinburgh volunteering component achieving both bronze and silver awards.

Many of our volunteers are neurodiverse themselves. We encourage inclusivity and equal opportunities at Focus Surrey.

One volunteer is Aliza, a high school student with social communication needs herself who said: "When I'm older I want to be a teacher for early years for special needs students and I'm trying to get as much work experience as I can."

"I loved that every week the children liked doing different things. I got to see what they were and weren't interested in. I helped to engage with them in the four different areas - outdoor play, the playroom, art room and music room... We would help them and encourage them to speak and use words. Some children needed to be calmed down and required support to help from feeling dysregulated. We kept notes and provided feedback to parents."

"Overall, I learnt a lot about how to play with and encourage autistic children in a safe setting. I look forward to doing this again in the next term at Focus Surrey."

University College London student Michelle who volunteered for three terms in total said of her experience at Focus Surrey: "I've continued to volunteer because the team are really supportive and I see that the children, the parents and the volunteers get a lot of positive experiences and a sense of community out of it!"

"It's also important to me as someone who studies special and inclusive education as an academic subject to interact with SEN children in real life, and I've really seen the value of communicating and connecting with children through play from volunteering here."

Volunteer Aban, who worked full-time as a teaching assistant in a SEN school while volunteering at Focus Surrey said: "The leaders are so open-minded and they always convey a pleasant and fun-based energy and are constantly supportive. When asking any question, they perfectly explain and teach you how to redirect the child."

Volunteers play with the children in four different areas: the art room, playroom, dance and music room and outdoor space where the children work towards targets set by a Board Certified Behaviour Analyst in consultation with parents.

We request feedback on all training and at the end of each term. Feedback included that training was: "informative"; "educational"; "helped me identify my students' motivations better at work" and that volunteers enjoyed the "role play".

"The training days are so helpful when they introduce you to ABA. Their methods are brilliant and the children love them. They teach a unique approach that I had rarely seen within SEN settings. The affectionate nature of the club inspires you to return and look after this important part of our society, the SEN population who deserve to be very much respected."

Parents and families

We encourage all parents to attend both of the two full-days of training and volunteer with their child. The club benefits parents who can volunteer with their child and receive training for the 2 hours each Saturday they are at the club.

While other parents benefit from networking together in the parents' room – while the children are playing and learning, parents have the chance to relax and take time to be with others going through similar life experiences with children with autism.

When asked why parents enjoyed attending the club, parents said they enjoyed going somewhere their children are accepted and understood.

Parent Zahraa said: "I can relax for the two hours we are at the club as I know that (my child) is in good hands. He enjoys his time there, and all the volunteers are lovely. They play some

great games and there is a fantastic outdoor area with a large trampoline that all the children love”.

“(My child) is listening better now and accepting no. He is no longer trying to eat inedible items, and he is using PECS more to communicate” (PECS = picture exchange communication system).

Parents feel supported with useful information and advice and being able to share knowledge.

Another parent said: “Honestly, it’s been so amazing to be part of Focus, I learned so much from other parents who had been through a similar journey...so a very heartfelt thank you for having us.”

The club is unique in that each child works towards targets set by the consultants and data is taken by the volunteers documenting children’s achievements at the club. Parents have also noticed their children “becoming more interactive”, “starting to engage with other children” or develop friendships and “starting to use full sentences rather than one or two words”.

2. Guest Speaker Talks

After taking our Guest Speaker series online after the Covid Pandemic we have continued to be able to support more families from throughout the UK with our online guest speaker series. Between July 2023 and June 2024, 148 families benefited from our online guest speaker series with 60 people attending talks online and a further 88 people viewing the talk at a later date via a recording.

Where possible Focus Surrey also offers in person talks for the parents who attend the club. We held one in-person workshop for parents at the club; a yoga therapy session with qualified yoga therapist Claudia Nagorni, who treated the parents to a popular self-care workshop reminding them all that they should find time in their days for themselves, something which is often tough for carers to do. A total of 26 parents participated in this in-person workshop whilst their children played at our Saturday club.

Many of the attendees of our online guest speaker series were from the greater London area or Surrey, however overall, the attendees originated from a wider area than in past years. For example, we reached people located in Berkshire, Brighton, Cornwall, Gloucestershire, Hampshire, Hertfordshire, Kent, Leicestershire, Manchester, Nottingham, Oxfordshire, Shropshire and Sussex. As word spread we also reached parents and professionals from outside England such as in Wales, Scotland and Canada.

Between July 2023 and June 2024, out of the 148 total attendees; 55% were parents; 31% were professionals (e.g., SLTs); 6% were both parents and professionals; and 3% were students. Out of the 148 attendees, 23% were currently associated with our Saturday club, with the remaining 77% having no current connection to our Saturday club.

Through our range of guest speaker talks, all attendees received advice and information on therapies and strategies for children and families with autism. This means that with each professional attending receiving advice and information to inform their future work with people with autism or SEN families; the impact of our Guest Speaker talks is more widespread than just the total number of attendees alone.

Guest speakers included:

- Carrie Caceres-Taguiang – “Autism and Eating” with Board Certified Behaviour Analyst (November 2023)
- Jane Johnson – “PBS - What is it and how can it support behaviours?” with Speech and Language Therapist Jane Johnson (November 2023)

- Patricia Guerrero – “ABA strategies and Natural Environment Teaching” with BCBA Patricia Guerrero (April 2024).
- Claudia Nagorni – Yoga therapy self-care workshop – in person at the club (May 2024)
- Ben Meadows – “Gestalt Language Processing (echolalia) – A different approach to learning language” with speech and language therapist Ben Meadows (June 2024)

Parents and guests were all impressed with the calibre of the speakers, the majority of who gave their time for free. We shared the talks with volunteers to increase their understanding of autism and the different interventions, therapeutic input and strategies that are available to children. We survey all attendees of the talks. All respondents said they were pleased they joined the talk and gave positive feedback.

Advice was shared both formally through the guest speaker series as well as informally through the Q&A sessions after the talk. Attendees appreciated being connected and being given access to professionals contact details for any further queries.

These talks enabled the charity to continue raising ambitions and outcomes for children, young people and families. They enabled parents to help themselves, develop resilience and assist their children to live inclusive and independent lives.

In addition, many of the parents/carers and volunteers go on to use these principles and ideas while playing and caring for their own family members. Focus Surrey is fostering a community who are committed to supporting children with autism.

Attendees from the guest speaker talks over the reported period said:

- “Ben explained GLP clearly and broke down the steps of this type of processor. Had a great style of talking so easily understood.”
- “Patricia covered a variety of areas (of behaviour analysis) that are now clearer for us to understand.”
- “The entire presentation (on PBS) was quite educating, but my take-home point was the coping strategies”.
- “Jane covered everything that I needed. The signposting to other services was really helpful.”
- “Great presentation (by Carrie), very logical and research-based, I also picked up some creative tools.”
- Carrie provided “a detailed intervention plan. So useful and thorough.”
- “Very informative and look forward to trying out some of the strategies with individuals I work with.”

3. SEN discos

Focus Surrey started running discos for children and young adults with disabilities in December 2021. After the overwhelming success and positive response to the first disco we continued to run Summer, Halloween, Christmas and Easter discos with the venue kindly supplied free of charge by Frames Sports Bar in Coulsdon. The discos were open to all people with disabilities and provide an inclusive environment where everyone can dance, spin and let their hair down with no judgement. As well as having a professional DJ and lights the discos provided other activities and a quiet place for people to take time out from the dance and lights if needed. As well as face painting and glitter tattoos, the children could also take part in themed arts and crafts. At Christmas the children were treated to a visit by Father Christmas who gave everyone a small gift and at Easter they all received an Easter egg.

The benefits of our SEN discos are plenty - some young people experience their first disco ever, while others bring their wider family who are all able to enjoy a dance in a safe space

where everyone feels comfortable. Our SEN disco is purely for fun and enjoyment, a traditional experience of childhood in an inclusive, accepting and relaxed space. Our discos also enable families to network and build friendships as we have regular attendees who look forward to seeing each other and the volunteer team each time they attend.

Looking forward

In order to streamline our activities and focus on the key work of the club it was decided that we would step away from organizing SEN discos for now. Our Saturday Club and Guest Speaker series will continue and we will pursue opportunities to widen our offer such as therapies and well-being opportunities for parents and carers who attend the club.

Recently we have begun seeking funding for more activities to benefit carers including therapies to help carers with their personal well-being. Currently we are providing group therapies such as dance psychotherapy, yoga therapy, massage and aromatherapy – all free of cost to parents and carers whilst their children attend the Saturday club.

This recent project aims to improve mental well-being; offering respite to parents and carers who are more likely to be under increased stress; are more likely to feel isolated and have fewer opportunities to practice self-care due to the high support needs of one or more children with SEN in their family.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The trustees have taken into account the guidance issued by the Charity Commission on public benefit and are confident its activities fit that criteria outlined by The Charities Act 2011 definition of a charitable purpose, explicitly, as one that falls within numbers 4 and 12 of its descriptions of purposes.

4. The advancement of education

12. The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Contribution made by volunteers

Focus Surrey is volunteer-based with no staff costs for management. All trustees provide expert advice from their fields to support the running of the club.

The majority of guest speakers are professionals or parents who voluntarily give their time and advice for free.

Volunteers also support with recruitment events and fundraisers.

Focus Surrey pays contractors to support the running of the club including the key role of the autism professionals (BCBAs) and experienced ABA tutors who supervise the club. We also paid an operations lead to support with some administration tasks and to support with operations on club days.

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

Focus Surrey is an in-demand service. It currently has 63 children on its waiting list (as of 25th April 2025). There are no other opportunities locally for children with autism to socialise and develop targeted social, communication and play skills using the principles of Applied Behaviour Analysis (ABA).

The charity is giving children specific ASD support which improves engagement in learning and social communication. For some children it is the only ABA and/or targeted one to one support they receive.

The charity aims to support parents to gain practical information and training, and these families are empowered to help their family member with autism progress their social development and understanding. We are also equipping parents with legal advice from independent SEN advocates and referring parents to legal charities such as SOS-SEN who assist them to update and improve EHCPs and thus improve the long-term education and care of their children. We also frequently provide information-sharing with people who do not join the club by answering queries that come via email, on social media or through our website.

An important support network is developed between parents and carers attending the club, which enables them to help themselves, develop resilience, reduce social isolation for them and their children and enabled friendships to be created and a community maintained.

Guest speaker Talks

The Guest Speaker series provides a vital element of support and continues to educate parents on different strategies and therapies for children with autism. It also gives practical advice and provided advice for professionals who attended.

Due to the talks being online and recorded their impact is now more widespread, as it is not limited to one locality. During the reporting period, the popularity of the talks increased further as we attracted attendees from a wider geographic area of England, than in previous years, with nearly 70% of attendees connecting with our Saturday club for the first time.

Most importantly we were still able to support our charitable aims by providing information for parents/carers through organised talks on autism-related subjects, ABA and other interventions. This indirectly helped children with autism to develop their language, play and social skills to reduce isolation, and empower children and families. It also provides a way of supporting parents on our waiting list before their children are able to join the club, as well as parents outside of our immediate geographical area.

Training and volunteer opportunities

The provision of Focus Surrey's overall training and volunteer experience has supported volunteers to pursue careers in many different special education-related fields. We are aware of the variety of job roles volunteers move onto, as we are regularly asked to provide references for volunteers applying for jobs in professions such as social care, education, different therapies, psychology and childcare. The club is teaching them not only about ABA and autism but a range of transferrable skills that can be carried through to many different career paths. It is heartening to know that our charity has made an impact on the lives of not only autistic children but also developing practitioners, while also fostering inclusion for all.

Performance of fundraising activities against objectives set

All funds derived from fundraising activities were used to subsidise membership fees and to pay for the costs of running the club as well as provide valuable new equipment. Fundraising activities included a raffle, quiz night; four SEN discos and using a bid writer to apply to charitable trusts to support the charity.

Financial Review

Review of the charity's financial position at the end of the period

See Report of the Trustees and Independently examined Financial Statements for the year ended 30 June 2024

Statement explaining the policy for holding reserves stating why they are held

Focus Surrey aims to have 50% of the cost of running a term in reserves to cover the costs of the next term with further fundraising to continue. At a bare minimum Focus Surrey should have reserves to cover support and governance costs.

Amount of reserves held: See Report of the Trustees and Independently examined Financial Statements for the year ended 30 June 2024.

The charity's principal sources of funds (including any fundraising)

The principal source of funds was from membership fees, grants, donations and fundraising activities.

Significant grants in this period from charitable trusts included those from the Masonic Charitable Foundation and other generous charitable trusts of which we are incredibly grateful.

We had significant corporate donations as well as donors running a ticketed club night playing Garage music. The night of Pure Garage Music with an array of DJs at Frames Sports Bar in Coulsdon had more than 300 people attending, who danced the night away. We are appreciative to the organisers and all the DJs who gave their time for free to support Focus Surrey.

Other fundraising activities included a Christmas raffle with generous donations of prizes from local businesses and the local community. These prizes were sourced by Focus Surrey parents and trustees.

We received a corporate donation of £957 and many private donations linked to the club, our guest speaker series and SEN discos.

A description of the principal risks facing the charity

The national cost of living crisis and the strain on spending for average families means there has been a decline in raffle sales.

We have benefited from the investment in a bid writer who supported us by writing for charitable bids.

Additional measures that were put in place after returning to operations after the pandemic are retained included ensuring air circulation, stricter cleaning protocols for any toys that were used or mouthed by children. We now provide home-made disposable playdoh each

club day and many other measures to ensure everyone stays safe. We also reminded attendees to ensure anyone who was ill did not attend the club.

We managed the risk of injury and incidents by completing risk assessments each term and reviewing incident reports to ensure we further mitigate risks. We also organised a first aid training session for the trustees and staff at the club to ensure that we had more than one first aider available at all times.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)		Charitable Incorporated Organisation
How is the charity constituted? (e.g., unincorporated association, CIO)		Foundation Model Constitution
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees		Elected by majority decision

Policies and procedures adopted for the induction and training of trustees

The Management Committee is required to have a minimum of three and a maximum of 12 members at any one time and one third of them are to be re-elected annually by rotation at the Annual General Meeting.

Safeguarding, child protection and risk management.

Focus Surrey recognises its responsibilities in the management of risk, particularly in respect of the children attending and the volunteers trained by the paid staff as well as in its fundraising policy. Focus Surrey's policies are reviewed and updated every term. They include:

- Safeguarding and Child Protection Policy
- Health and Safety Policy
- Risk Assessment
- Equal Opportunities Policy
- Intimate Care Policy
- Privacy and Data Protection policy
- Safeguarding and Criminal Convictions Disclosure Form
- Codes of Conduct (for staff, volunteers and parents/carers)
- Financial Control policy

Reference and Administrative details

Charity name	Focus Surrey
Other name the charity uses	
Registered charity number	1178378
Charity's principal address	37 Stanhope Rd, Carshalton, SM5 4LH

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	Susan Archdall	Chairperson	Entire year	
2	Amanda West		Entire year	
3	June Goh		Entire year	
4	Lisa Masarati		Entire year	
5	Kunhui Rimington		Entire year	
6	Tracey Tibbals		Entire year	
7	Sam Rahman		Entire year	
8	Louise Simon		Entire year	

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Trustee 1

1. Full Name and Position: Susan Archdall, Chair of Trustees
2. Signature *Susan Archdall*
3. Date: *29/04/2025*

Trustee 2

1. Full Name and Position: Louise Simon, Trustee
2. Signature *Simon*
3. Date *29/04/2025*

You can read more about Focus Surrey at focus-surrey.com or by following us on Instagram @focusaboclubsurrey; Facebook @ABASurreyFocus and Twitter @Focus_Surrey

Income Statement **Year End**
June 2024

Income

Club Fee	17,850
Grant	4,800
Donation - Gift Aid	5,058
Donation - Localgiving	970
Donation - Easy fundraising	24
Donation - People's fundraising Raffle	833
Donations - Other	1,692
Total Donations	8,576
Fundraising income	5,974
Net income from fundraising	5,132
Other Income	-
Net income	37,200

Overheads

Staff - Consultant	(13,891)
Staff - Room lead	(5,625)
Staff - Dance teacher	(1,888)
Staff - Other	-
Staff costs (contractor costs)	(21,404)
Staff - Admin/Management	(1,952)
Rent	(9,917)
Storage	-
Property costs	(9,917)
Professional services - Legal/advice	(340)
Professional services - Guest speakers	-
Professional services - Insurance	(525)
Professional service costs	(4,385)
Operation costs - Food/Drink	(365)
Operation costs - Toys/Equipment	(2,089)

Operation costs - Subscriptions/tools	(513)
Operation costs - Zoom	(187)
Operation costs - Printing/Design	(708)
Operation costs - Telecoms	(72)
Operation costs - DBS checks	(577)
Operation costs - Gifts	(289)
Operation costs - Art award	(61)
Operation costs - Admin	-
Operation costs - Care for carers	-
Operation costs	(4,863)

Other costs (yoga for parents)	(120)
Fundraising costs	(842)
Net Overheads	(43,481)

<u>Net funds raised</u>	<u>(6,282)</u>
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Uncategorised	0
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Net funds raised once allocated	(6,282)
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FOCUS SURREY

Registered Charity Number: 1178378

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024**



FOCUS SURREY

**CONTENTS
FOR THE YEAR ENDED 30 JUNE 2024**

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Receipts and payments account	3
Statement of assets and liabilities	4
Notes to the accounts	5

FOCUS SURREY

REFERENCE AND ADMINISTRATION FOR THE YEAR ENDED 30 JUNE 2024

Registered Name Focus Surrey

Registered Charity Number 1178378

Principal Address 37 Stanhope Road
Carshalton
SM5 4LH

Charity Trustees Susan Archdall (Chair of Trustees)
Louise Simon
Tracey Tibbals
Samantha Jane Rahman
Kunhui Rimington
Lisa Masarati
June May Lee Goh
Amanda West

Bankers Barclays

Independent Examiner Community360
Winsley's House
Colchester
CO1 1UG

FOCUS SURREY

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 30 JUNE 2024

I report on the accounts of Focus Surrey for the year ended 30 June 2024 which are set out on pages three to five.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

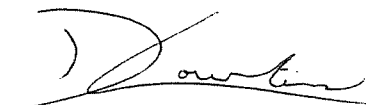
- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or

I 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.

David Courtier FMAAT AATQB for and on behalf of:

Date 29/04/2025

Community360, Winsley's House
High Street, Colchester, Essex



FOCUS SURREY

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 30 JUNE 2024

	2024	2023
	£	£
Income		
Donations	8,576	11,617
Grants	4,800	18,713
Subscriptions	17,850	17,050
Fundraising events	5,974	3,411
Total income	37,200	50,791
Expenditure		
Fundraising events	842	430
Fundraising costs	3,520	3,590
Contractor costs	21,404	19,187
Management (operations)	1,952	586
Equipment and storage	2,089	654
Facility hire fees	9,917	10,203
Training	-	240
Professional fees	340	-
Insurance	525	420
Hospitality	365	286
Gift expenses	289	662
Operation costs	2,238	2,205
Total expenditure	43,481	38,463
Net income/(expenditure)	(6,281)	12,328
Total funds brought forward	30,915	18,587
Total funds carried forward	24,634	30,915

FOCUS SURREY

STATEMENT OF ASSETS AND LIABILITIES AS AT 30 JUNE 2024

	2024 £	2023 £
<u>Monetary assets</u>		
Cash at bank and in hand	24,634	30,915
Total Monetary Assets	<u>24,634</u>	<u>30,915</u>
Unrestricted funds	24,634	30,915
Total funds	<u>24,634</u>	<u>30,915</u>

Non monetary assets and liabilities

	2024 £	2023 £
Accruals		
Accountancy fee	340	340
	<u>340</u>	<u>340</u>

Signed on behalf of the Trustees:



Susan Archdall

Date:

29/04/2025

FOCUS SURREY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2024

1. Accounting policies

These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2019) issued in 2019, with all revenue and expenses shown on a cash basis. Non-monetary Assets and Liabilities are shown as actual values at the end of the year.

Accounts prepared on a cash basis.

Going concern

These accounts have been prepared on a going concern basis.

Related Parties

There were no related parties during the year.

2. Resources expended

These have been analysed using a natural classification.

3. No remuneration was paid to any Trustee or to any person or persons known to be connected with any of them. Expenses incurred on behalf of the charity have been reimbursed to the total of £396.14

4. Movement in funds

Unrestricted	Balance at 01/07/2023	Income resources	Outgoing resources	Transfer	Balance at 30/06/2024
General	30,915	37,200	43,481	-	24,634
	<u>30,915</u>	<u>37,200</u>	<u>43,481</u>	<u>-</u>	<u>24,634</u>

FOCUS SURREY

England & Wales - Charity number 1178378

Accounts

FOCUS SURREY

Registered Charity Number: 1178378

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023**





CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From July 1st 2022 **Period start date**
To June 30th 2023 **Period end date**

Charity name: Focus Surrey

Charity registration number: 1178378

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document.

Focus Surrey is an independent, not-for-profit volunteer-led Saturday club for children with Autism Spectrum Disorder (ASD) and their families. It aims to assist children with ASD to improve their communication, social and play skills within a nurturing, fun and child-centred environment.

Charitable Aims

1. To relieve the needs of children with autism spectrum disorder and other communication difficulties and their families in particular but not exclusively by:
 - Providing a structured Saturday club within a safe, nurturing, fun and child-centred environment for children with Autism Spectrum Disorder (ASD).
 - Providing a friendly and sociable environment for parents/carers and siblings to meet
 - The provision of information for parents/carers through organised talks on ASD-related subjects
2. To advance the education of the public in autism spectrum disorder and other communication difficulties in particular but not exclusively by:
 - The provision of training and volunteer opportunities in autism teaching methods based on Applied Behaviour Analysis (ABA) methodologies
 - The provision of information sessions on ABA and other interventions, developments and related topics with regard to ASD

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

Focus Surrey provides a learning and social outlet for children and families in the wider Surrey area, including Sutton and neighbouring boroughs, via the evidence-based principles of Applied Behaviour Analysis.

The benefit of the club is threefold – not only are children with Autism receiving 1:1 support; the play assistants (previously called tutors) who are all volunteers are gaining training and experience working with children with Autism and the parents are receiving peer support, networking opportunities and information via a series of guest speakers.

At the start of the period 1st July 2022 to 30th June 2023 the main activities of the charity were running the Saturday club and all the activities associated with it; running an online guest speaker series and running an in-person SEN disco.

Term	Dates From/To	No of Volunteers
11	17 September 2022 to 10 December 2022	34
12	25 February 2023 to 27 May 2023	29

We were pleased to be able to introduce a dance programme as part of the curriculum to enable the children to keep active; develop their coordination; imitation and gross motor skills and keep fit. With initial support of National Lottery Community Fund, we received funding for food technology and a SEN dance instructor. We trialled the sessions in November 2022 and introduced them full time in February 2023. We were able to host the dance sessions within the art room so that the children who were not interacting with or motivated by visual arts could participate in the dancing. The SEN dance instructor we hired was also a qualified SEN yoga teacher who started to introduce yoga to those children who preferred a quieter environment and were able to imitate movement. This helped with regulation and flexibility. We moved the dance session into a separate room where each group benefited from 30-minute combined dance and/or yoga session.

Dance teaches/assists these skills in children with ASD:

- imitation (copying)
- to communicate; many respond to music before they respond to language
- develop coordination and express themselves without needing to speak
- sensory needs.

Learning yoga helps people with ASD to:

- regulate the nervous system by using calming and relaxing techniques
- breathe more fully by working on learning focused breathing
- ground themselves and support them to develop their imitation skills.

We have continued to develop these sessions and now use the dance session as a means to communicate by choosing a song either verbally or via visual symbols on a choice board. They are learning how to make choices as well as develop turn taking and sharing skills.

In Term 11 and 12 we were able to continue to build on the children's functional and life skills by continuing with a food technology component for all children. They were practising their hand-eye coordination, fine motor skills and developing independence skills by making fruit kebabs and sandwiches. We also celebrated key dates in the calendar by decorating biscuits with icing during Halloween and making white chocolate crispies at Christmas and chocolate nests at Easter.

As a result of the support from grants and fundraising we were able to move to a venue in September 2022 that was specifically fitted out for young people with special needs and had secure outdoor space. This was also a result of the previous venue increasing its fees by 50 per cent, meaning hiring the Aurora provision in Merton College was now a comparable cost.

We have moved to the Aurora provision which has a secure garden space and ground level trampoline. We had previously trialled this venue and were drawn to the space where the children could run and enjoy the sun on their faces and wind in their hair.

This enabled the charity to have additional space to be able to offer more physical activities for the children, such as scootering, ball skills and running games, which helped with sensory regulation.

The club continued to provide an ongoing arts curriculum where the children have worked on a set art project each week, cutting and pasting, painting, using playdoh and working with different art materials and textiles. The art activities were themed to the yearly calendar and they produced art themed to Halloween or Fireworks night or poppies for Remembrance Day and art works specific to Easter or Eid. The children were developing their fine motor and hand-eye coordination skills, as well as learning about the benefits of expression, through the visual and performing arts component. All children in their first term at the club are able to receive an external art award by taking part in Trinity College London Arts Award <http://www.artsaward.org.uk/site/?id=1346> thanks to an Accredited Arts Award adviser on staff.

Community Involvement

The charity also reached out to the local Merton volunteer community, with trustees taking part in collaborative meetings with Merton Connected and continuing our collaboration with Sutton Volunteer Centre. Trustees attended the Sutton Volunteer Showcase at Sutton Library on 18 April 2023 to showcase the volunteer opportunities at Focus Surrey and give people the opportunity to learn about what we did at the club – including making fruit kebabs.

We were able to celebrate the historic occasion of the Coronation of King Charles III with [Focus Surrey](#) families and volunteers. We celebrated at the club with parents and volunteers taking part in a Great British Bake-Off competition and a feast. Parents and volunteers all baked, cooked or brought food to share in a communal lunch. We were also treated to a live trombone rendition of *God Save the King* and *Rule Britannia* during the lunch by one of our volunteers. During the day the children also took part in royal-themed arts and craft and food technology activities by decorating both paper and biscuit crowns. It was wonderful to be a part of [TheBigHelpOut](#) and show what an impact volunteering has on our community.



Volunteers

We also recognised the contribution of all volunteers by taking part in the national Volunteers Week in 2023 and featuring a blog written by one volunteer each day of the week on our social media channels from 1 to 7 June 2023.

It was an opportunity to recognise the fantastic contribution volunteers make to our communities and say thank you. Focus Surrey recognised the more than 380 volunteers who have been pivotal to the success of the Saturday club which has been running since September 2016 <https://www.focus-surrey.com/testimonials>.

Three outstanding volunteers were recognised for their contribution to Focus Surrey at the Merton Partnership Civic Pride Volunteer Awards at a ceremony at AFC Wimbledon on Friday June 2nd. Tom Rasey, Louise Simon and Happy Sile Hu were nominated by Focus Surrey staff, parents and trustees for their contribution to the club. You can read about their nominations here <https://www.focus-surrey.com/testimonials>.

All volunteers are recognised for their contribution at the end of term graduation parties with bespoke certificates including individual feedback for each volunteer. We combined our graduation with a party at Christmas time with Father Christmas and his helper elf giving a gift to all the children.

From July 2022 to June 2023, we recruited and trained more than 63 volunteers. These volunteers worked directly with the children while another 10 additional volunteers supported behind the scenes with administration, operations and fundraising.

The impact of the volunteer experience has continued as we continue to support people of all ages to get experience working with children with special needs as well as building their teamwork skills. Volunteering helps volunteers to build practical skills and gives support to work with autistic children which assists people wanting to build a career in special needs. It is a positive environment which raises awareness in society by introducing disability and autism to many new people within the community including high school students. Volunteers learn transferrable skills they can take forward in their careers in other professions.

Volunteers at Focus Surrey receive two days of theoretical training on the principles of Applied Behaviour Analysis (ABA) as well as in-person shadowing and on the job training. Through training and practical experience, the volunteers gain/improve some of the following:

- The ability to engage with children with autism through play and fun activities
- Skills to capture the child's motivation
- Depending on the skill level of the child, volunteers can practice ways to support children with requesting preferred items or activities
- Put in practice basic knowledge of some principles of behaviour (e.g., motivation)
- Knowledge of autism and social communication difficulties
- Practical application of an evidence-based teaching method
- Valuable experience working with children with disabilities
- Teamwork skills and working with professionals.

The majority of volunteers are 18 and over and come from varied backgrounds: people with family members with autism; university students studying psychology and education; carers; college students and people looking to gain work experience in childcare.

Volunteers play with the children in four different rooms: the art room, playroom, dance and music room and outdoor space where the children work towards targets set by a Board Certified Behaviour Analyst in consultation with parents. Volunteers included two siblings of past and current attendees at the club who volunteered as part of their Duke of Edinburgh award. This was the first time Focus Surrey had children volunteer as part of the Duke of Edinburgh Scheme and it is fitting that the first volunteers were siblings of children with autism. They supported with running the food technology sessions as well as supporting running the outdoor play activities. Izzy aged 12 said:

“After attending Focus Surrey, I find it easier to help out with my brother and help my mum.”

“It has helped me to see other kids that are similar to him...I wanted to come to help not just to help my brother but other kids with autism.”

Focus Surrey also invites parents/carers to two full days of training each term.

We request feedback on all training. This included:

“The way it was presented made it enjoyable to learn and helped with understanding what children with autism find difficult and how they communicate.”

and

“I loved the effort put by all the speakers to explain elements and theoretical approaches we needed to be aware of.”

At the end of the term when reflecting back on the 12 weeks they volunteered at the club, volunteers said **“The support, training, time and effort by the organisation... (is) amazing” and “incredible”**.

One volunteer said: **“Every Saturday is the highlight of my week”**.

Parents and families

We encourage all parents to attend the training and volunteer with their child. The club also benefits parents who can volunteer with their child and get on the ground training for the 2 hours each Saturday they are at the club. Other parents benefit from networking together in the parents' room. While the children are playing and learning, the parents have the chance to relax and take time to be with others going through similar life experiences with children with autism.

When surveyed why they enjoyed attending the club, parents said that Focus Surrey is a **“great environment”, “enables me as a parent to let my guard down and relax and socialise with the other parents”** and a **“perfect place for children and parents to learn”**.

One parent said **“they have supported me immensely with useful information and advice whenever I needed it”**

When asked what is going well for their children at the club, parents said their children are **“becoming more interactive”, “starting to engage with other children”** or **“starting to use full sentences rather than one or two words”**.

One parent said their child **“enjoys coming to a place where they have fun and learn skills but most importantly are accepted and understood”**.

Guest Speaker Talks

After taking our Guest Speaker series online after the Covid Pandemic we have continued to be able to support more families from throughout the UK with our online guest speaker series.

We had 208 people attend talks online and in-person between July 2022 and June 2023 (compared to 166 between June 2021 and 2022). The majority were online and viewed the talk either live or through a recording shared after the event. Where possible Focus Surrey also offers in-person talks for the parents who attend the club. We held two in-person workshops for parents at the club – a talk from parent author Sarah Ziegel and parents also

received a yoga therapy session while at the club. Qualified yoga therapist Claudia Nagorni treated the parents to a popular self-care workshop reminding them all that they should find time in their days for themselves, something which is often tough for carers to do.

Many of the online talk attendees were from the greater London area or Surrey, however we also reached families throughout the UK in Yorkshire, Wales and Ireland, who previously couldn't access our in-person talks, as well as some families from outside the UK such as in Greece and the UAE.

We reached more than 123 additional children/families who didn't or have yet to attend the club, through our online guest speaker series as parents, carers and professionals from outside the club attended talks on behaviour analysis and speech and language therapies. The talks benefited at least 208 children whose parents or professionals received advice and information on therapies and strategies for children and families with ASD: 59% of these attendees were not already club members; 55% were parents; 31% were professionals (e.g., SLTs); 6% were both parents and professionals; and 3% were students, so the impact of the advice given is infinite.

Guest speakers included:

- Louise Begley (BCBA) – Direct Instruction and Precision Teaching with Board Certified Behaviour Analyst (October 2022)
- Claudia Nagorni – Yoga therapy self-care workshop – in person at the club (November 2022)
- Tara Millan-Brophy (SaLT) – Language and Literacy for Children with Learning Difficulties with Speech and Language Therapist and Behaviour Analyst Tara Millan-Brophy (December 2022)
- Justine Rhind (SaLT) – How Prompt Therapy Can Support Communication with Speech and Language Therapist Justine Rhind (January 2023)
- Sarah Ziegel author and parent – Spoke about her personal journey – in person at the club (April 2023)
- Paschalis Terzidis (SaLT) - Zones of Regulation with Speech and Language Therapist Paschalis Terzidis (May 2023)

Parents and guests were all impressed with the calibre of the speakers who gave their time for free. We shared the talks with volunteers to increase their understanding of autism and the different treatments and strategies that are available to children. We survey all talks and all respondents said they were pleased they joined the talk and gave positive feedback.

These talks enabled the charity to continue raising ambitions and outcomes for children, young people and families. They enabled parents to help themselves, develop resilience and assist their children to live inclusive and independent lives.

In addition, many of the parent/carer volunteers go on to use these principles and ideas while playing and caring for their own family members. Focus Surrey is building a community who are committed to helping children with Autism.

Attendees from the guest speaker talks over the reported period said:

“The learning experience was refreshing. The instructor's approach was direct and concise.”

And

The talks were “very informative” with “lots of information to digest and then implement with clients” and “good tips and advice about using ABA therapy”.

SEN discos

Focus Surrey started running discos for children and young adults with disabilities in December 2021. After the overwhelming success and positive response to the first disco we have continued to run Summer, Halloween, Christmas and Easter discos with the venue kindly supplied free of charge by Frames Sports Bar in Coulsdon. The discos are open to all people with disabilities and provide an inclusive environment where everyone can dance, spin and let their hair down with no judgement. As well as having a professional DJ and lights the discos also provide other activities and a quiet place for people to take time out from the dance and lights if needed. As well as face painting and glitter tattoos, the children can also take part in themed arts and crafts. At Christmas the children were treated to a visit by Father Christmas who gave everyone a small gift and at Easter they all received an Easter egg.

The benefits of a SEN disco are plenty - some young people experience their first disco ever, while others bring their wider family who are all able to enjoy a dance in a safe space where everyone feels comfortable. Our SEN disco is purely for fun and enjoyment, a traditional experience of childhood in an inclusive, accepting and relaxed space. Our discos also enable families to network and build friendships as we have regular attendees who look forward to seeing each other and the volunteer team each time they attend.

Attendees of our popular SEN discos said they were “relaxed and perfect”, “a great vibe” and a “brilliant night”.

Looking forward

Our Saturday Club, guest speaker series and seasonal parties will all continue and we will pursue opportunities to widen our reach. Recently we have begun seeking funding for day trips and more carers respite to take place over school holidays, when parents/carers experience a long period of time without routine and a lack of resources, such as clubs and activities suitable for their families.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The trustees have taken into account the guidance issued by the Charity Commission on public benefit and are confident its activities fit that criteria outlined by The Charities Act 2011 definition of a charitable purpose, explicitly, as one that falls within numbers 4 and 12 of its descriptions of purposes.

4. The advancement of education

12. The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Contribution made by volunteers

Focus Surrey is volunteer-based with no staff costs for management. All trustees provide expert advice from their fields to support the running of the club. All guest speakers are professionals or parents who voluntarily give their time and advice for free.

Volunteers also support with running the SEN discos.

Focus Surrey pays contractors to support the running of the club including the key role of the Autism professionals (BCBAs) and experienced ABA tutors who supervise the club. We also paid an operations lead to support with some administration tasks and to support with operations on club days.

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

Focus Surrey is an in-demand service. It currently has 70 children on its waiting list (as of 23rd April 2024). There are no other opportunities locally for children with ASD to socialise and develop targeted social, communication and play skills using the principles of Applied Behaviour Analysis (ABA).

The charity has given some children the only specific ASD support their parents can afford, helping to motivate the children to engage in their learning; for others it is the only ABA and focused one-on-one support received.

The charity aims to support parents to gain practical information and training, and these families are empowered to help their family member with autism, progress their social development and understanding. We are also equipping parents with legal advice from independent SEN advocates and referring parents to legal charities such as SOS-SEN who assist them to update and improve EHCPs and thus improve the long-term education of their children.

The guest speaker series which we ran and developed as an online presence during the pandemic provided a vital element of support and continued to educate parents on different strategies and therapies for children with autism. It also gave practical advice and provided professional advice for some professionals who attended.

Most importantly we were still able to support our charitable aims by providing information for parents/carers through organised talks on ASD-related subjects, ABA and other interventions. This indirectly helped children with autism to develop their language, play and social skills to reduce isolation, and empower children and families.

It also provides a way of supporting parents on our waiting list before their children are able to join the club. We also frequently provide information sharing with people who do not join the club by answering queries via email, on social media or through our website.

The talks helped parents to increase resilience and reduce social isolation for them and their children and enabled social networks to be created and a community maintained. Advice was shared both formally through the guest speaker series as well as informally through the Q&A sessions after the talk. Attendees appreciated being connected.

Performance of fundraising activities against objectives set

All funds derived from fundraising activities were used to subsidise membership fees and to pay for the costs of running the club.

Fundraising activities included a raffle, quiz night on November 26th 2022; four SEN discos and using a bid writer to apply to charitable trusts to support the charity.

Financial Review

Review of the charity's financial position at the end of the period

See Report of the Trustees and Unaudited Financial Statements for the year ended 30 June 2023.

Statement explaining the policy for holding reserves stating why they are held

Focus Surrey aims to have 50% of the cost of running a term in reserves to cover the costs of the next term with further fundraising to continue. At a bare minimum Focus Surrey should have reserves to cover support and governance costs.

Amount of reserves held: See the report further below.

The charity's principal sources of funds (including any fundraising)

The principal source of funds was from membership fees, grants, donations and fundraising activities.

Significant grants in this period from charitable trusts included those from the National Lottery Community Fund and Tesco Community Grants and other generous charitable trusts of which we are incredibly grateful.

The main fundraising activities for the year were grants and membership fees. We also had significant corporate donations as well as donors running a ticketed club night playing Garage music. The night of Pure Garage Music with an array of DJs at Frames Sports Bar in Coulsdon had more than 300 people attending, who danced the night away to the music of 18 DJs. We are appreciative to the organisers and all the DJs who gave their time for free to support Focus Surrey.

Other fundraising activities included a Christmas raffle with generous donations of prizes from local businesses and the local community. These prizes were sourced by Focus Surrey parents and trustees.

We received a corporate donation of £4000 and many private donations linked to the club, our guest speaker series and SEN discos.

A description of the principal risks facing the charity

The national cost of living crisis and the strain on spending for average families means there has been a decline in raffle sales and donations.

We have benefited from the investment in a bid writer who supported us by writing for charitable bids.

Additional measures that were put in place after returning to operations after the pandemic were retained included ensuring air circulation, stricter cleaning protocols for any toys that were used or mouthed by children. We now provide home-made disposable playdoh each day and many other measures to ensure everyone stays safe. We also reminded volunteers

and families of the government's covid compliance measures and ensured anyone who was ill did not attend the club and that everyone tested regularly.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)		Charitable Incorporated Organisation
How is the charity constituted? (e.g., unincorporated association, CIO)		Foundation Model Constitution
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees		Elected by majority decision

Policies and procedures adopted for the induction and training of trustees

The Management Committee is required to have a minimum of three and a maximum of 12 members at any one time and one third of them are to be re-elected annually by rotation at the Annual General Meeting.

Safeguarding, child protection and risk management.

Focus Surrey recognises its responsibilities in the management of risk, particularly in respect of the children attending and the volunteers trained by the paid staff as well as in its fundraising policy. Focus Surrey's policies are reviewed and updated every term. They include:

- Safeguarding and Child Protection Policy
- Health and Safety Policy
- Risk Assessment
- Equal Opportunities Policy
- Intimate Care Policy
- Privacy and Data Protection policy
- Safeguarding and Criminal Convictions Disclosure Form
- Codes of Conduct (for staff and parents)
- Financial Control policy

Reference and Administrative details

Charity name	Focus Surrey
Other name the charity uses	
Registered charity number	1178378
Charity's principal address	37 Stanhope Rd, Carshalton, SM5 4LH

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	Susan Archdall	Chairperson	Entire year	
2	Amanda West		Entire year	
3	June Goh		Entire year	
4	Lisa Masarati		Entire year	
5	Kunhui Rimington		Entire year	
6	Kathy Kelly		Entire year	
7	Tracey Tibbals *		April 2023 - current	
8	Sam Rahman *		April 2023 - current	
9	Louise Simon *		April 2023 - current	

* Focus Surrey also added 3 new trustees this year with expertise in supporting children with SEN and marketing. Board Certified Behaviour Analyst Tracey Tibbals who has previously supported the club as a consultant and has more than 25 years' experience working with children with autism and learning difficulties officially joined the board of trustees to support with specialist advice and operations. Focus Surrey parent and marketing specialist Sam Rahman joined the board of trustees to continue to support with marketing and events. Long-term volunteer Louise Simon who has volunteered since 2018 and is a qualified speech and language therapist will continue to support the club with administration, operations and specialist speech, language and communication needs.


Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Trustee 1

1. Full Name and Position: Susan Archdall, Chair of Trustees

2. Signature 

3. Date: 27/04/2024

Trustee 2

1. Full Name and Position: Amanda West, Trustee

2. Signature 

3. Date 27/04/2024

You can read more about Focus Surrey at focus-surrey.com or by following us on Instagram @focusabaclubsurrey; Facebook @ABASurreyFocus and Twitter @Focus_Surrey

FOCUS SURREY

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FOCUS SURREY

REFERENCE AND ADMINISTRATION FOR THE YEAR ENDED 30 JUNE 2023

Registered Name Focus Surrey

Registered Charity Number 1178378

Principal Address 37 Stanhope Road
Carshalton
SM5 4LH

Charity Trustees Susan Archdall (Chair of Trustees)
Louise Simon
Tracey Tibbals
Samantha Jane Rahman
Kunhui Rimington
Kathleen Kelly
Lisa Masarati
June May Lee Goh
Amanda West

Bankers Barclays

Independent Examiner Community360
Winsley's House
Colchester
CO1 1UG

FOCUS SURREY

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 30 JUNE 2023

I report on the accounts of Focus Surrey for the year ended 30 June 2023 which are set out on pages three to five.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention 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

I 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:
Community360, Winsley's House
High Street, Colchester, Essex

Date 29/04/2024



FOCUS SURREY

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 30 JUNE 2023

	2023 £	2022 £
Income		
Donations	11,617	7,034
Grants	18,713	11,637
Subscriptions	17,050	13,220
Fundraising events	3,411	6,151
Total income	50,791	38,042
Expenditure		
Fundraising events	430	48
Fundraising costs	3,590	4,341
Staff costs	19,187	20,205
Management (operations)	586	815
Equipment and storage	654	1,203
Facility hire fees	10,203	5,050
Training	240	-
Insurance	420	377
Hospitality	286	336
Gift expenses	662	948
Governance costs	2,205	1,151
Total expenditure	38,463	34,474
Net income/(expenditure)	12,328	3,568
Total funds brought forward	18,587	15,020
Total funds carried forward	30,915	18,587

FOCUS SURREY

STATEMENT OF ASSETS AND LIABILITIES AS AT 30 JUNE 2023

	2023 £	2022 £
<u>Monetary assets</u>		
Cash at bank and in hand	30,915	18,587
Total Monetary Assets	<u>30,915</u>	<u>18,587</u>
Unrestricted funds	30,915	18,587
Total funds	<u>30,915</u>	<u>18,587</u>
<u>Non monetary assets and liabilities</u>		
	2023 £	2022 £
Accruals		
Accountancy fee	340	-
	<u>340</u>	<u>-</u>

Signed on behalf of the Trustees:



Amanda West

Date:

27/04/2024

FOCUS SURREY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2023

1. Accounting policies

These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2019) issued in 2019, with all revenue and expenses shown on a cash basis. Non-monetary Assets and Liabilities are shown as actual values at the end of the year.

Accounts prepared on a cash basis.

Going concern

These accounts have been prepared on a going concern basis.

Related Parties

There were no related parties during the year.

2. Resources expended

These have been analysed using a natural classification.

3. No remuneration was paid to any Trustee or to any person or persons known to be connected with any of them.

4. Movement in funds

	Balance at 01/07/2022	Income resources	Outgoing resources	Transfer	Balance at 30/06/2023
Unrestricted					
General	18,587	50,791	38,463	-	30,915
	<u>18,587</u>	<u>50,791</u>	<u>38,463</u>	<u>-</u>	<u>30,915</u>

FOCUS SURREY

England & Wales - Charity number 1178378

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From July 1st 2021 **Period start date**
To June 30th 2022 **Period end date**

Charity name: Focus Surrey

Charity registration number: 1178378

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document.

Focus Surrey is an independent, not-for-profit volunteer-led Saturday club for children with Autism Spectrum Disorder (ASD) and their families. It aims to assist children with ASD to improve their communication, social and play skills within a nurturing, fun and child-centred environment.

Charitable Aims

1. To relieve the needs of children with autism spectrum disorder and other communication difficulties and their families in particular but not exclusively by:

- Providing a structured Saturday club within a safe, nurturing, fun and child-centred environment for children with Autism Spectrum Disorder (ASD).
- Providing a friendly and sociable environment for parents/carers and siblings to meet
- The provision of information for parents/carers through organised talks on ASD-related subjects

2. To advance the education of the public in autism spectrum disorder and other communication difficulties in particular but not exclusively by:

- The provision of training and volunteer opportunities in autism teaching methods based on Applied Behaviour Analysis (ABA) methodologies
- The provision of information sessions on ABA and other interventions, developments and related topics with regard to ASD

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

Focus Surrey provides a learning and social outlet for children and families in the wider Surrey area, including Sutton and neighbouring boroughs, via the evidence-based principles of Applied Behaviour Analysis.

The benefit of the club is threefold – not only are children with Autism receiving 1:1 support; the tutors who are all volunteers are gaining training and experience working with children with ASD and the parents are receiving peer support, networking opportunities and information via a series of guest speakers.

At the start of the period 1st July 2021 to 30th June 2022 the main activities of the charity were preparation for, and getting the Saturday club up and running again after closing from March 3,

2020 due to the Covid pandemic. In September 2021, after an 18-month hiatus due to Covid19 restrictions and various lockdowns, Focus Surrey was back up and running in Cheam to support children with autism again. In order to do this, we had to fundraise in a difficult climate when people weren't going out or attending events. We also had to review all of our policies and procedures to ensure they were Covid compliant and that we were providing a safe space for children, families, volunteers and staff.

Term	Dates From/To	No of Volunteers
9	September 11 th to November 20 th , 2021	43
10	March 5 th to June 11 th , 2022	44

We were so pleased to be able to provide this valuable resource again to families whose children had missed out on social activities as clubs had been closed since the start of the pandemic, respite reduced or cancelled and schooling had been intermittent or on a part-time basis for so many. The Focus Surrey community were so excited to have the children return with a wonderful group of new volunteers learning all about ABA.

We also were pleased to be able to introduce a programme designed specifically for children with autism to support their hand-eye coordination and increase their fitness through learning golf skills. In Term 9 the Golf Trust delivered the Els for Autism [#GameOn](#) curriculum in partnership with Focus Surrey during the club session. This is a programme developed by [Els for Autism](#) in Florida and is being delivered in the UK by the Golf Trust.

And when the children weren't playing golf, they were exploring the toys and sensory room and enjoying the art and crafts, while their parents were taking a welcome break in the parents' room, which enabled them to sit and talk with other families who were going through similar experiences bringing up children with autism. It was wonderful to have the Focus Surrey community back together again.

In November 2021, we took the Saturday club outdoors for the first time for two consecutive sessions. This enabled the children to practice their newly learnt golf skills on a real grassed area rather than indoors. We spent two days at Farm Road Outdoor and Gardening - FROG Group in Morden who supported the children to take part in planting and exploring a different venue with outdoor space. The children were gardening, they were planting bulbs in the ground as well as working in the polytunnel to plant and water seeds under cover. They also explored a nearby nature trail as well as playing outdoor games such as football and golf, on the large football field.

Having an outdoor space where the children could run and enjoy the sun on their faces and wind in their hair, led the management committee to start to plan to move our activities to a new venue with outdoor space in September 2022.

In February 2022, we introduced another popular active element to support the children to develop their coordination and gross motor skills and keep fit. We introduced performing arts for the first time by including dance and movement sessions as part of the curriculum, with the support of a dance movement psychotherapy student. The club had already provided an ongoing arts curriculum where the children have worked on a set art project each week, cutting and pasting, painting, using playdoh and working with different art materials and textiles. We were able to host the dance sessions within the art room so that the children who were not interacting with or motivated by visual arts could participate in the dancing. The children were developing their fine motor and hand-eye coordination skills, as well as learning about the benefits of expression, through the visual and performing arts component.

Dance Movement Psychotherapy trainee Gosia approached Focus Surrey to gain practical experience for her coursework in leading Dance Movement Psychotherapy sessions. She wrote a report for each child who participated to share details of their development and explained the reasons why she volunteered at the Saturday club:

“Focus Surrey gave me an opportunity to meet and work with unique children and young people with Autism but also their families, other volunteers, and professionals, who I could learn from...When attending the Saturday club, I often feel like a member of a big family and each week I enjoy sharing the experience of creating something meaningful together. On my way back home, I return with a feeling of deep satisfaction and connection”

“I find that there is a lot of gratitude, joy and love in the air during the time we spend on Saturdays and it's all thanks to Focus Surrey who gathered the community of open minded, inspiring and dedicated people, who together make a difference in the world.”

One of the parents said of her child's experience: “Thank you so much for lovely report from Gosia, it is very encouraging to know that (my daughter) is interested in other areas of art ... I will keep exploring possibilities how she can develop her interests in the future.”

In Term 10, we were able to build on the children's functional and life skills by introducing a food technology component for the older children. They were practising their hand-eye coordination, fine motor skills and developing independence skills by making fruit kebabs, chocolate nests and sandwiches. It was so successful we continued with food technology in subsequent terms.

The impact of the volunteer experience has continued as we continue to support people of all ages to get experience working with children with special needs as well as building their teamwork skills. Volunteers support children working on specific targets and help them to gain the following experience and skills: Knowledge of autism and social communication difficulties; Practical application of an evidence-based teaching method; valuable experience working with children with disabilities and teamwork skills and working with professionals.

From the club's inception in September 2016 until 30th June 2022, we had recruited and trained more than 320 volunteers. These volunteers worked directly with the children or supported behind the scenes with administration, operations and fundraising.

Volunteers at Focus Surrey receive two days of theoretical training on the principles of Applied Behaviour Analysis (ABA) as well as in-person shadowing and on the job training. Through training and practical experience, the volunteers gain/improve some of the following skills:

- the ability to engage with children with autism through play and fun activities
- skills to capture the child's motivation
- depending on the skill level of the child, volunteers can practice ways to support children with requesting preferred items or activities.
- put in practice basic knowledge of some principles of behaviour (e.g., motivation).

Each term volunteers who attended the club are surveyed and asked for feedback. In the reporting period feedback included that the club was “well organised”; “carefully planned” and “took into account each child's needs individually”. Other feedback included:

- “The most important thing I will say is that volunteering at Focus Surrey has really helped me to build practical skills and given me lots of support in order to work with autistic children.”
- “I like the environment (full of love and respect for the children) created by all the people in Focus Surrey. They are trying their best to dedicate their time and energy to helping children with special needs as well as raising awareness in society”.
- “I feel that it (the training) will be really useful in aiding me in my career in the future”
“Everyone was supported to speak about any problem. And it also enabled me to learn how to communicate with autistic children, even though I have not had any previous experience”
- “Focus ABA Club Surrey has not only improved the children's confidence but also mine - it was such a rewarding experience being able to watch your student progress and grow and reach their potential.”

- “It is a brilliant concept and adds value to so many peoples’ lives not only for pupils but volunteers and paid staff.”
- “I have learnt transferable skills here such as patience and empathetic skills that I also used in other job training, involving children.”

All volunteers are provided with an individualised certificate explaining what they have achieved at the club with photographs of their attendance that term. One volunteer said: “I was so impressed at the amount of effort put into thanking the volunteers personally – nice touch. Also, it created a real community for volunteers and parents which is wonderful”

While the children are playing and learning the parents have the chance to relax and take time to be with others going through similar life experiences with children with autism. Parents also reported that they saw improvements in their children’s abilities as a result of attending the club, including improved communication skills and social skills. Feedback from parents included:

- “It’s a great feeling knowing your child is in safe hands. It gave me an opportunity to speak with other parents, share stories and support one another.”
- “His sharing of information is being improved.”
- “My daughter loves coming to Focus, she has improved her engagement in activities, improved her social skills, she is happy during and after sessions. She learnt new skills, she is more patient, engaged in activities, asking for things. My child is happy and safe.”
- “There is not any club like Focus which will support her needs.”
- “He tried new things which he is not normally doing at home which was great. And he improved in interacting with his peers.”
- “He is communicating what he wants to do more. He is better at keeping calm when tired.”
- “Far more talking and longer attention span with playing.”

Another parent’s feedback was they had seen “less hitting and more sharing” and “better listening” from their child as a result of the input from the club.

We encourage all parents to attend the training and to volunteer with their child if possible. One parent volunteer said “I have a better understanding of how to play with him at home”, as a result of the training.

Guest speaker series

We remained in regular communication with parents during Lockdown to support families and continued to share resources, as well as continuing to run our guest speaker series which we took online. This was then able to support more families than it had when run in-person in Surrey as it opened up the possibility of more people attending, as people did not have to come to the club venue.

We had 181 people attend talks online between June 2021 and July 2022. Many of the attendees were from the greater London area, however we also reached families throughout the UK in Surrey, Yorkshire, the South of England, Wales and the Midlands, who previously couldn’t attend our in-person talks, as well as some families from other places in Europe.

This benefited at least another 181 children whose parents or professionals received advice and information on therapies and strategies for children and families with ASD. 87% of these attendees were not already club members. 44% were parents, 41% were professionals (e.g., SLTs), and 5% were both parents and professionals, so the impact of the advice given is infinite.

The subject of the organised talks included:

- Teaching self-help skills
- Supporting children with routines and repetitive behaviour
- Visual impairment and complex disability
- Securing ABA therapy provision from the local authority
- Beyond pencil grip
- ADHD and neurodiversity
- Alternative augmentative communication

Parents and guest speakers were all impressed with the calibre of the speakers who gave their time for free. We shared the talks with volunteers to increase their understanding of autism and the different treatments and strategies that are available to children. We survey all talks and all respondents said they were pleased they joined the talk and gave positive feedback. Parents and professionals appreciated the talks being online. "The time was perfect for me as I had finished work and was able to join at a suitable time for me," one attendee said.

These talks enabled the charity to continue raising ambitions and outcomes for children, young people and families. They enabled parents to help themselves, develop resilience and assist their children to live inclusive and independent lives.

In addition, many of the parent/carer volunteers go on to use these principles and ideas while playing and caring for their own family members. Focus Surrey is building a community who are committed to helping children with ASD.

When Focus Surrey reopened to children following the national Lockdowns, increased behavioural issues were seen. The children had experienced isolation and ongoing disruption to routines during and following the Lockdown periods. For some individuals when returning to the club it was necessary to put in extra support to assist with transition; sensory regulation and developing their social skills. Children were sent social stories to support them with their return to the club.

The club became even more vital as children with impaired social skills had suffered significantly during the pandemic and needed extra support to once again be able to join group activities, share toys and space with other children. Being able to offer additional planned physical activities for the children such as golf and dance also helped with sensory regulation.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The trustees have taken into account the guidance issued by the Charity Commission on public benefit and are confident its activities fit that criteria outlined by The Charities Act 2011 definition of a charitable purpose, explicitly, as one that falls within numbers 4 and 12 of its descriptions of purposes.

4. The advancement of education

12. The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Contribution made by volunteers

Focus Surrey is volunteer-based with no staff costs for management. All trustees provide expert advice from their fields to support the running of the club. All guest speakers are professionals or parents who voluntarily give their time and advice for free.

Volunteers also supported with organising and assisting at the SEN discos.

Focus Surrey pays contractors to support the running of the club including the key role of the Autism professionals (BCBAs) and experienced ABA tutors who supervise the club. We also paid a cleaner to support with Covid compliance and an administrator for some administration tasks before we found a volunteer administrator who then took on the role for free. The administrator supported with organising the guest speaker series, consolidating the administration processes, and improving the reporting and marketing processes.

We had previously paid an operations lead to support with operations on club days but we were able to find a volunteer to take on this role, which reduced the cost of operations. Other volunteers assisted with administration and accountancy advice.

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

Focus Surrey is an in-demand service. It currently has 83 children on its waiting list (as of 23rd April 2023). There are no other opportunities locally for children with ASD to socialise and develop targeted social, communication and play skills using the principles of Applied Behaviour Analysis (ABA).

The charity has given some children the only specific ASD support their parents can afford, helping to motivate the children to engage in their learning; for others it is the only ABA and focused one-on-one support received.

The charity aims to support parents to gain practical information and training, and these families are empowered to help their family member with autism progress their social development and understanding. We are also equipping parents with legal advice from independent SEN advocates and referring parents to legal charities such as SOS-SEN who assist them to update and improve EHCPs and thus improve the long-term education of their children.

The guest speaker series which we ran and developed as an online presence during the pandemic provided a vital element of support and continued to educate parents on different strategies and therapies for children with autism. It also gave practical advice and provided professional advice for some professionals who attended.

"It was very informative and relevant to my clients," one attendee said.

Most importantly we were still able to support our charitable aims by providing information for parents/carers through organised talks on ASD-related subjects, ABA and other interventions. This indirectly helped children with autism to develop their language, play and social skills to reduce isolation, and empower children and families.

Feedback from the talks was positive with attendees appreciating the practical advice, ABA strategies being explained as well as the resources provided. Feedback included:

- "It was very informative and thoroughly helpful. I enjoyed listening from the very beginning throughout to the end. I appreciate everyone being so respectful."
- "(She) gave really good examples and strategies to support children backed up with research."
- "The information shared was highly informative and really useful."
- "I enjoyed the whole webinar but I think the part I enjoyed the most was around support AAC users with their emotions."

The talks helped parents to increase resilience and reduce social isolation for them and their children and enabled social networks to be created and a community maintained. Advice was

shared both formally through the guest speaker series as well as informally through the Q&A sessions after the talk. Attendees appreciated being connected.

The charity also held its second online pamper evening on February 25th, 2021 for parents and carers and friends of the club to reconnect and have some much-needed time to focus on their own well-being as well as raise money for the club. As well as Focus Surrey parents and carers, there were volunteers and staff, long-time supporters and family and friends, all there to support Focus Surrey.

- “We had a relaxing time - it was nice to have a treat and look after ourselves” - which many parents and especially parents with children with special needs don't often get the chance to do but something we all deserve!

Performance of fundraising activities against objectives set

As fundraising activities and opportunities were limited in the previous year because of the Covid pandemic, we had to work extra hard to raise funds to continue to run the club and pay for increased costs due to the pandemic. All funds derived from fundraising activities were used to subsidise membership fees and to pay for the costs of running the club.

Fundraising activities included a raffle, pamper evening, SEN discos, a Garage Night and using a bid writer to apply to charitable trusts to support the charity.

Focus Surrey started running discos for children and young adults with disabilities in December 2021. After the overwhelming success and positive response to the first disco we ran another in Easter, Summer, Halloween and continue to keep running them in 2023. The discos are open to all people with disabilities and provide an inclusive environment where everyone can dance, spin and let their hair down with no judgement. As well as having a professional DJ and lights the discos also provide other activities and a quiet place for people to take time out from the dance and lights if needed. As well as face painting and glitter tattoos, the children can also take part in themed arts and crafts or have their photo taken with photobooth accessories.

The benefits of a SEN disco are plenty - some young people experience their first disco ever, while others bring their wider family who are all able to enjoy a dance in a safe space where everyone feels comfortable. Our SEN disco is purely for fun and enjoyment, a traditional experience of childhood in an inclusive, accepting and relaxed space.

Feedback on the discos included: “What a great night! One of (my son's) favourite things in life is a disco (mine too actually) and it is a precious, rare treat to go to such an inclusive SEN event, and meet and dance with my and (my son's) pals. Thanks to all for arranging, we had a ball!”

“We had a great time...so lovely for (my son) to be able to be himself in a safe space with no judgement. Thank you for letting us be a part of it and well done to you and your team.”

Financial Review

Review of the charity's financial position at the end of the period

See Report of the Trustees and Unaudited Financial Statements for the year ended 30 June 2022 (Appendix 1)

Statement explaining the policy for holding reserves stating why they are held

Focus Surrey aims to have 50% of the cost of running a term in reserves to cover the costs of the next term with further fundraising to continue. At a bare minimum Focus Surrey should have reserves to cover support and governance costs.

Amount of reserves held: See Report of the Trustees and Unaudited Financial Statements for the year ended 30 June 2022

The charity's principal sources of funds (including any fundraising)

The principal source of funds are from membership fees, grants, donations and fundraising activities.

We experienced a significant loss of income due to the pandemic and missed two potential terms because we were unable to open in September 2020 or March 2021 because of government restrictions on numbers meeting indoors as well as lack of funds. As a result, we diversified our fundraising and started to approach charitable trusts for grants as well as continuing to organise fundraising events and receive donations. Significant grants from charitable trusts included those from the Community Foundation for Surrey, Tesco Community Grants and the Toy Trust.

The main fundraising activities for the year were grants and membership fees. We also held a ticketed club night playing Garage music and introduced discos for those with disabilities. Other fundraising activities included a raffle, cake stall and an online pamper evening.

We received a corporate donation of £2000 and many private donations linked to the Saturday club, guest speaker series and SEN discos.

A description of the principal risks facing the charity

The national Lockdown due to the Covid pandemic led to early closure of the club in March 2020 and not running again in September 2020 nor the first half of 2021 as previously planned. All in-person fundraising events and activities had to be cancelled.

However, as restrictions were eased, in June 2021 we started to resume in-person fundraising activities and benefited from the investment in a bid writer who supported us by writing for charitable bids which explains the variance in income and expenditure between Year End 2021 and Year End 2022. We also benefited from the club being open and parents paying towards the charity's running costs through membership fees.

When the club opened after the Coronavirus pandemic, we kept abreast of, and ensured compliance with, government regulations ensuring that we also shared information with the Focus Surrey community.

Additional measures that were put in place included ensuring air circulation, having a cleaner on site who could wipe down surfaces between groups and during the sessions. We also introduced stricter cleaning protocols for any toys that were used or mouthed by children. We provided hand washing reminders, additional hand sanitiser, introduced home-made disposable playdoh and many other measures to ensure everyone stayed safe. We also reminded volunteers and families of the government's Covid compliance measures and ensured anyone who was ill did not attend the club

and that everyone tested regularly. Most of these measures continued after the government regulations were eased.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)		Charitable Incorporated Organisation
How is the charity constituted? (e.g., unincorporated association, CIO)		Foundation Model Constitution
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees		Elected by majority decision

Policies and procedures adopted for the induction and training of trustees

The Management Committee is required to have a minimum of three and a maximum of 12 members at any one time and one third of them are to be re-elected annually by rotation at the Annual General Meeting.

Safeguarding, child protection and risk management.

Focus Surrey recognises its responsibilities in the management of risk, particularly in respect of the children attending and the volunteers trained by the paid staff as well as in its fundraising policy.

Focus Surrey's policies are reviewed and updated every term. They include:

- Safeguarding and Child Protection Policy
- Health and Safety Policy
- Risk Assessment
- Equal Opportunities Policy
- Intimate Care Policy
- Privacy and Data Protection policy
- Safeguarding and Criminal Convictions Disclosure Form
- Codes of Conduct (for staff and parents)
- Financial Control policy

Reference and Administrative details

Charity name	Focus Surrey
Other name the charity uses	
Registered charity number	1178378
Charity's principal address	37 Stanhope Rd, Carshalton, SM5 4LH

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	Susan Archdall	Chairperson	Entire year	
2	Amanda West		Entire year	
3	June Goh		Entire year	
4	Lisa Masarati		Entire year	
5	Kunhui Rimington		Entire year	
6	Kathy Kelly		Entire year	
7	Tracey Tibbals *		April 2023 - current	
8	Sam Rahman *		April 2023 - current	
9	Louise Simon *		April 2023 - current	


* Focus Surrey also added 3 new trustees in 2023 with expertise in supporting children with SEN and marketing. Board Certified Behaviour Analyst Tracey Tibbals (who has previously supported the club as a consultant and has more than 25 years' experience working with children with autism and learning difficulties) officially joined the board of trustees to support with specialist advice and operations. Focus Surrey parent and marketing specialist Sam Rahman joined the board of trustees to continue to support with marketing and events. Long-term volunteer Louise Simon, who has volunteered since 2018, and qualifies as a speech and language therapist in July will continue to support the club with administration, operations and specialist speech, language and communication needs.

Declarations


The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Trustee 1

1. Full Name and Position: Susan Archdall, Chair of Trustees
2. Signature 
3. Date: 29/04/2023

Trustee 2

1. Full Name and Position: Kunhui Rimington, Trustee
2. Signature 
3. Date: 29/04/2023.

You can read more about Focus Surrey at focus-surrey.com or by following us on Instagram @focusabaclubsurrey; Facebook @ABASurreyFocus and Twitter @Focus_Surrey

Appendix 1

Focus Surrey

Charity Number 1178378
Company number: CEO14093

Report of the Trustees and Unaudited Financial Statements For the period ended 30 June 2022

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and financial statements for the charitable company for the year ended 30 June 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1st January 2022).

Notes

Income and endowments from:		2022	2021
Donations, grants and legacies		18,671.53	8,050.82
Other trading activities	3	<u>19,371.13</u>	<u>1,397.69</u>
Total		<u>38,042.66</u>	<u>9,448.51</u>

Expenditure on:			
Charitable activities	6	-4,389.47	-3,404.00
Support Costs	7	<u>-30,084.55</u>	<u>-2,316.00</u>
Total		<u>-34,474.02</u>	<u>-5,720.00</u>

Total			
Net income/expenditure		3,568.64	3,728.51

Reconciliation of Funds

Total Funds brought forward	Balance on 01/07/2021	15,020.05	11,291.32	Balance on 1/07/2020
Total Funds carried forward	Balance on 30/06/2022	18,587.19	15,020.05	Balance on 30/06/2021

Current Assets	2022	2021
Cash at bank and in hand	18,587.19	15,020.05
Net current assets	18,587.19	15,020.05
Liabilities	0.00	0.00
Total Assets less current liabilities	<u>18,587.19</u>	<u>15,020.05</u>

Net assets	18,587.19	15,020.05
Total Funds	<u>18,587.19</u>	<u>15,020.05</u>
The funds of the charity		
Unrestricted income funds	18,587.19	15,020.05
Total funds	<u>18,587.19</u>	<u>15,020.05</u>

For the period ended 30 June 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for complying with the requirements of the Act, with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised by the Board and signed on behalf by:

Susan Archdall
Chair of Trustees



1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at the market value and the re-evaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice" applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2022)., Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

Focus Surrey meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes(s).

Going concern

2. Income from donations and legacies

Unrestricted Funds	2022	2021
Donations Received	7,034.53	4,858.67
Grants Received	11,637.00	3,000.00
Subscriptions Received	<u>13,220.00</u>	<u>-700.00</u>
	<u>31,891.53</u>	<u>7,158.67</u>

3. Income earned from other activities

Unrestricted funds	2022	2021
Fundraising events	6,151.13	2,290.33
	<u>38,042.66</u>	<u>9,449.00</u>

5. Analysis of Grants

Eight grants totalling £11,637 including grants from Community Foundation for Surrey; The Toy Trust and Tesco Community Grants - Groundwork UK

Total Grants received	<u>11,637.00</u>
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6. Expenditure on other trading activities

Unrestricted funds	2022	2021
Fundraising events	-48.47	0.00
Fundraising costs	<u>-4,341.00</u>	<u>-2,676.00</u>
	<u>-4,389.47</u>	<u>-2,676.00</u>

7. Costs of charitable activities by fund type

Unrestricted Funds	2022	2021
Staff costs	-20,205.50	0.00
Support costs (see note 10.)	<u>-9,879.05</u>	<u>-3,043.78</u>
	<u>-30,084.55</u>	<u>-3,043.78</u>

8. Total expenditure	<u>-34,474.02</u>	<u>-5,719.78</u>
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9. Costs of charitable activities by activity type	Activities undertaken directly (staff costs)	Support costs (see 10.)	2022	2021
	-20,205.50	-9,879.05	-30,084.55	-3,044.00

10. Analysis of support costs

Support costs	2022	2021
Management (operations)	-815.00	-1,686.65
Equipment and Storage	-1,202.93	-365.00
Facility Hire Fees	-5,050.00	0.00
Insurance	-377.04	-362.04
Hospitality	-335.75	0.00
Gift Expenses	-947.79	0.00
Governance Costs	-1,150.54	-630.99
	<u>-9,879.05</u>	<u>-3,044.68</u>

11. Movement in funds

	Balance at 01/07/2021	Incoming resources	Outgoing Resources	Balance at 30/06/2022
Unrestricted funds				
General	15,020.05	38,042.66	-34,474.02	18,587.19
General	<u>15,020.05</u>	<u>38,042.66</u>	<u>-34,474.02</u>	<u>18,587.19</u>

12. Unrestricted funds previous year

	Balance at 01/07/2020	Incoming resources	Outgoing Resources	Balance at 30/06/2021
General	11,291.00	9,449.00	-5,720.00	15,020.05
General	<u>11,291.00</u>	<u>9,449.00</u>	<u>-5,720.00</u>	<u>15,020.05</u>

Note: Increase of £10 to 2021's outgoing resources due to administration error

	2022	2021
13. INCOME AND ENDOWMENT		
Donations and Legacies	7,034.53	5,089.00
Grants receivable	11,637.00	3,000.00
Subscriptions	13,220.00	-700.00
	<u>31,891.53</u>	<u>7,389.00</u>

Other Trading activities		
Fundraising events	<u>6,151.13</u>	<u>2,060.00</u>
Total incoming resources	<u>38,042.66</u>	<u>9,449.00</u>

14. EXPENDITURE

Other trading activities	2022	2021
Fund raising events costs	-48.47	0.00
Fund raising costs	<u>-4,341.00</u>	<u>-2,676.00</u>
	<u>-4,389.47</u>	<u>-2,676.00</u>
Charitable activities		
Cost of direct charitable activity	(staff costs) -20,205.50	0.00
	<u>-20,205.50</u>	<u>0.00</u>

SUPPORT COSTS

Management	-815.00	-1,686.65
Equipment and Storage	-1,202.93	-365.00
Premises Costs	-5,050.00	0.00
Insurance	-377.04	-362.04
Hospitality	-335.75	0.00
Gift Expenses	-947.79	0.00
Governance Costs	<u>-1,150.54</u>	<u>-630.99</u>
Total Support costs	<u>-9,879.05</u>	<u>-3,044.68</u>

Total Resources Expended	<u>-34,474.02</u>	<u>-5,720.68</u>
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NET INCOME	<u>3,568.64</u>	<u>3,728.51</u>
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15. Focus Surrey Independent Examiners Report to the Trustees for the year ended 30 June 2022

I report to the trustees on my examination of the accounts of the charitable company for the year ended 30 June 2022.

Responsibilities and basis of report

The charity Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act').

In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act. Independent examiners statement I have completed my examination.

I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or

2. the accounts do not accord with those records; or

3. the accounts do not comply with the requirements of section 396 of the 2006 Act 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; or

4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

A handwritten signature in cursive script that reads "T. Rasey". The signature is written in black ink and is positioned above a horizontal dotted line.

Thomas Lee Rasey - ACMA, CGMA

26 Brendon House,
Sutton
Surrey

FOCUS SURREY

England & Wales - Charity number 1178378

Accounts



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From July 1st 2020 (Period start date) to June 30th 2021 (Period end date)

Charity name: Focus Surrey

Charity registration number: 1178378

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document.

Focus Surrey is an independent, not-for-profit volunteer-led Saturday club for children with autism spectrum disorder (ASD) and their families. It aims to assist children with ASD to improve their communication, social and play skills within a nurturing, fun and child-centred environment.

Charitable Aims

1. To relieve the needs of children with autism spectrum disorder and other communication difficulties and their families in particular but not exclusively by:

- Providing a structured Saturday club within a safe, nurturing, fun and child-centred environment for children with autism spectrum disorder (ASD).
- Providing a friendly and sociable environment for parents/carers and siblings to meet
- The provision of information for parents/carers through organised talks on ASD-related subjects

2. To advance the education of the public in autism spectrum disorder and other communication difficulties in particular but not exclusively by:

- The provision of training and volunteer opportunities in autism teaching methods based on Applied Behaviour Analysis (ABA) methodologies
- The provision of information sessions on ABA and other interventions, developments and related topics with regard to ASD

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

Focus Surrey aims to assist children with ASD and communication difficulties to improve their communication, social and play skills within a nurturing, fun and child-centred environment. Focus Surrey provides a learning and social outlet for children and families in the wider Surrey area, including Sutton and neighbouring boroughs, via the evidence-based principles of Applied Behaviour Analysis.

The benefit of the club is threefold – not only are children with Autism receiving 1:1 support; the tutors who are all volunteers are gaining training and experience working with children with ASD and the parents are receiving peer support, networking opportunities and information via a series of guest speakers.

The charity works with Board Certified Behaviour Analysts and experienced ABA tutors to support children with special educational needs and disabilities and their families using the approach and science of Applied Behaviour Analysis (ABA).

In the period 1st July 2020 to 30th June 2021 the main activities of the charity were suspended due to the club being closed because of the Covid pandemic and restrictions on indoor group activities.

However, we were keen to support parents and families in whatever way we could and we maintained communication and shared resources with parents and ran a very popular online guest speaker series which was able to support more families in Lockdown than it had when run in-person in Surrey.

Prior to Covid, Focus Surrey's guest speaker series was open to the public, where professionals working with children with ASD gave parents and guests an introduction to ABA, advice on Education Health Care Plans (EHCPs), speech and language therapy (SLT) and occupational therapy strategies, as well as talks from parents whose children have been taught using ABA.

Due to Covid restrictions and not being able to run the club in person, it was decided to take the guest speaker series online. This opened up the possibility of more people attending, as people did not have to come to the club venue to attend.

Parents and guests were overwhelmingly positive about the "high calibre" of the guest speakers who all give their time for free.

We had 224 people attend online between June 2020 and July 2021 compared to 77 external guests in the previous year. Many of the guest speaker attendees were from the greater London area, however we also reached families throughout the UK in Surrey, Yorkshire, the South of England and the Midlands, who previously couldn't attend our in-person talks. As well as some families from as far away as Australia, United States, Brazil, Dubai, Puerto Rico, Greece, Turkey and Morocco.

This benefited at least another 224 children whose parents or professionals received advice and information on therapies and strategies for children and families with ASD. Over 90% of these attendees were not already club members. 80% were parents and almost 20% were professionals (e.g., SLTs), so the impact of the advice given is infinite.

Guest speakers included:

- Board Certified Behaviour Analyst (BCBA) James Adcock and Speech and Language Therapist Emma Pomroy spoke about developing positive professional relationships and how ABA and SLT can work together
- SOS!SEN advisor June Goh gave advice on how to seek local authority/school support for ABA
- ABA Access4All founder Jane McCready spoke about ABA and the Teenage Years and helping autistic children develop independence skills for a better quality of life in adulthood.
- Donna Benton and Claire King from Autism Partnership spoke about shared ways to help generalise ABA skills into the home
- Dually qualified SLT and BCBA Bethan Mair Williams spoke about developing language skills in "Beyond Manding"
- Occupational Therapist Heather Greenaway spoke about sensory behaviours and needs within the restrictions and stressors imposed on us by or left over from the Covid-19 pandemic.
- Occupational Therapist Shelley Birkett Eyles shared her expertise on movement and activities to assist with co-ordination, sensory issues, writing and fine motor skills

This was some of the feedback received in response to the question 'Please tell us what you enjoyed about the talk?'

29/10/2020 ABA & SALT - Emma Pomroy and James Adcock

Open honesty about the relationship between ABA consultants and SLT, and how they can work together as a team to reach the best outcome for the child. I also gained some ideas on how I can help my children more.

10/11/2020 ABA & SEN Provision – June Goh

The empathy of the speaker - she was answering the questions considering a 360 point of view. It helps a lot to have realistic expectations.

These talks enabled the charity to continue raising ambitions and outcomes for children, young people and families. They enabled parents to help themselves, develop resilience and assist their children to live inclusive and independent lives.

In addition, many of the parent/carer volunteers go on to use these principles and ideas while playing and caring for their own family members. Focus Surrey is building a community who are committed to helping children with ASD.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The trustees have taken into account the guidance issued by the Charity Commission on public benefit and are confident its activities fit that criteria outlined by The Charities Act 2011 definition of a charitable purpose, explicitly, as one that falls within numbers 4 and 12 of its descriptions of purposes.

4. The advancement of education

12. The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Contribution made by volunteers

Focus Surrey is volunteer-based with no staff costs for management. All trustees provide expert advice from their fields to support the running of the club. All guest speakers are professionals or parents who voluntarily give their time and advice for free.

Focus Surrey pays contractors to support the running of the club including the key role of the Autism professionals (BCBAs) and experienced ABA tutors who supervise the club. In this period when the club was not running the only staff costs was for an administrator who supported with organising the guest speaker series, consolidating the administration processes, and improving the reporting and marketing processes.

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

Focus Surrey is an in-demand service. It currently has 118 children on its waiting list (as of 26 April 2022).

There are no other opportunities locally for children with ASD to socialise and develop targeted social, communication and play skills using the principles of Applied Behaviour Analysis (ABA).

The charity has given some children the only specific ASD support their parents can afford, helping to motivate the children to engage in their learning; for others it is the only ABA and focused one-on-one support received.

The charity aims to support parents to gain practical information and training, and these families are empowered to help their family member with autism progress their social development and understanding. We are also equipping parents with legal advice from independent SEN advocates and also referring parents to legal charities who assist them to update and improve EHCPs and thus improve the long-term education of their children.

Between July 2020 and June 2021 when the club was forced to close because of the global pandemic and national Lockdowns, Focus Surrey continued to give regular updates and share resources and learning materials with its members as well as share resources with other supporters via social media. Focus Surrey still worked hard to support families wherever possible.

Families of disabled children were even more isolated than normal during the pandemic, schools shut down or provided reduced hours and families lost the support of familiar routines for their children who relied on them to reduce their anxieties. For some families they lost their respite or short breaks as organisations closed down and carers couldn't come into the home as often. Others were afraid to take their vulnerable children out in the brief periods they were allowed to socialise outdoors.

Focus Surrey provided networking opportunities by facilitating an informal group where parents could keep in touch and support each other informally through social media.

One parent wrote: *"Thank you so for the hard work you put into Focus Surrey. You have inspired me. I hope that one day I'll be able to open a children's centre for children with learning disabilities."*

The guest speaker series which we ran throughout the pandemic provided a vital element of support and continued to educate parents on different strategies and therapies for children with autism. It also gave practical advice and provided professional advice for some professionals who attended.

One speech and language therapist said: *"I learnt a lot and would highly recommend as a very well spent hour.... So many of our members would really enjoy that and learn a lot from it."*

Most importantly we were still able to support our charitable aims by providing information sessions on ABA and other interventions, developments and related topics with regard to ASD and providing information for parents/carers through organised talks on ASD-related subjects. This indirectly helped children with autism to develop their language, play and social skills to reduce isolation, and empower children and families.

Feedback from the talks was positive with attendees appreciating the *"Honesty, openness & practical advice from speakers"* and ABA and strategies being explained in *"straightforward language for parents"*. Attendees also appreciated: *"The practical examples and the useful resources. Also, the positive attitude of the speaker, very inspiring."*

"I gained some ideas on how I can help my children more."

“(The speaker) was informative and had a very good balance of formative knowledge with an informal approach which is very appealing to a parent.”

Parents also appreciated hearing other “parent’s perspectives and what they have learned so far from supporting their teenagers with ASD, e.g., challenges, what has surprised them, what they have found useful.”

“It helps a lot to have realistic expectations.”

The talks helped parents to increase resilience and reduce social isolation for them and their children and enabled social networks to be created and a community maintained. Advice was shared both formally through the guest speaker series as well as informally through the Q&A sessions after the talk. Attendees also appreciated being connected and being able to see one another at times online when the country was in Lockdown.

The charity also held an online pamper evening for parents and carers and friends of the club in March 2021 for parents to reconnect and have some much-needed time to focus on their own well-being as well as raise money for the club.

Performance of fundraising activities against objectives set

Fundraising activities and opportunities were limited because of the Covid pandemic, but where possible we aimed to raise funds to pay for the next term, when we could once again meet in person. All funds derived from fundraising activities were used to subsidise membership fees and to pay for the costs of running the club.

Financial Review

Review of the charity’s financial position at the end of the period

Income: £9,449

Expenditure: (£5,710)

Statement explaining the policy for holding reserves stating why they are held

Focus Surrey aims to have 50% of the cost of running a term in reserves to cover the costs of the next term with further fundraising to continue. At a bare minimum Focus Surrey should have reserves to cover support and governance costs.

The charity’s principal sources of funds (including any fundraising)

The principal source of funds is from membership fees, grants, donations and fundraising activities.

We experienced a significant loss of income due to Covid 19 and missed two potential terms. We were unable to open in September 2020 or March 2021 because of government restrictions on numbers meeting indoors as well as lack of funds. As a result, we diversified our fundraising and started to approach charitable trusts for fundraising as well as continuing to organise fundraising events and get donations.

Most of the financial activity from Year End 2021 was made from March to June 2021 as the club started to fundraise in order to start up again in September 2021. The club held a free guest speaker series asking for donations and then introduced a small fee for some talks in order to raise further funds. A pamper evening and raffle in March 2021 account for the majority of the fundraising income. We also received a £3000 grant from a charitable trust in 2021, along with a corporate donation of £2000.

A description of the principal risks facing the charity

As the country went into national Lockdown due to the Covid pandemic in March 2020; October 2020 and January 2021, fundraising events and activities were cancelled which explains the variance in income and expenditure between Year End 2020 and Year End 2021.

This restricted the fundraising activities the charity could do. All activities had to be moved online, a small amount of income was generated by online shopping and donations but the majority of fundraising and grant submissions did not take place until after March 2021.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document		Foundation Model Constitution
How is the charity constituted?		Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees		Elected by majority decision

Policies and procedures adopted for the induction and training of trustees

The Management Committee is required to have a minimum of three and a maximum of 12 members at any one time and one third of them are to be re-elected annually by rotation at the Annual General Meeting.

Safeguarding, child protection and risk management.

Focus Surrey recognises its responsibilities in the management of risk, particularly in respect of the children attending and the volunteers trained by the paid staff as well as in its fundraising policy. Focus Surrey's policies are reviewed and updated every term. They include:

- Safeguarding and Child Protection Policy
- Health and Safety Policy
- Risk Assessment
- Equal Opportunities Policy
- Intimate Care Policy
- Privacy and Data Protection policy
- Safeguarding and Criminal Convictions Disclosure Form
- Codes of Conduct (for staff and parents)
- Financial Control policy

Reference and Administrative details

Charity name	Focus Surrey
Other name the charity uses	

Registered charity number	1178378
Charity's principal address	37 Stanhope Rd, Carshalton, SM5 4LH

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	Susan Archdall	Chairperson	Entire year	
2	Amanda West		Entire year	
3	June Goh		Entire year	
4	Lisa Masarati		Entire year	
5	Kunhui Rimington		14/05/2021 to current	
6	Kathy Kelly		14/05/2021 to current	

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Trustee 1

1. Full Name and Position: Susan Archdall, chair of trustees

2. Signature



3. Date: 29/04/2022

Trustee 2

1. Full Name and Position: Lisa Masarati, Trustee

2. Signature



3. Date 29/04/2022

You can read more about Focus Surrey at focussurrey.co.uk or by following us on Instagram @focusabaclubsurrey; Facebook @ABASurreyFocus and Twitter @Focus_Surrey