

Charity Registration No. 1179631

WATFORD POLISH SATURDAY SCHOOL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

WATFORD POLISH SATURDAY SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

A Dychton	
A Clarke	(Appointed 1 January 2021)
A Siuciak	(Appointed 1 January 2021)
Maja Dzianott	(Appointed 1 September 2021)
A Gierza	(Appointed 1 September 2021)
D Perkowska	(Appointed 3 November 2021)

Charity number

1179631

Principal address

The Watford UTC
18 Colonial Way
Watford
Hertfordshire
WD24 4PT

Independent examiner

John Wilson FCA ATII
Howard Wilson Chartered Accountants
36 Crown Rise
Watford
Hertfordshire
WD25 0NE

WATFORD POLISH SATURDAY SCHOOL

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WATFORD POLISH SATURDAY SCHOOL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2021

The trustees present their annual report and financial statements for the year ended 31 August 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "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 2019).

Objectives and activities

The object of the charity is the advancement of education for the public benefit in particular but not exclusively in the subjects of the Polish language and Polish culture, traditions, and history.

This aim will be furthered mainly, but not exclusively, through the running of a supplementary school for children and young people in Watford and its environs. The trustees may also advance the object through other means as they decide, such as educational activities in the wider community.

The activities include:

- taking part in the local Watford Celebration events
- inviting local Police to visit the School
- inviting Mayor of Watford to School and organising Q&A session with pupils
- organising picnics for school families and friends as well as the local community.
- Patriotic song concert
- Academy to celebrate the jubilee of Polish Independence Day (regaining country's independence)
- Nativity scene in the School
- Children's Carnival balls
- Easter workshop
- Polish spelling contest on Mother Language Day

Many of these activities could not take place as the Covid restrictions were still in place, however, the school organised some internal activities and online Open Days to keep engaging and cooperating with the community and parents.

The school finished the academic year 2020/2021 in the classrooms, as any other bigger gatherings were still not allowed under the Covid Restrictions in June 2021.

The aims and objectives of the educational plan are achieved by shaping ethical attitudes. Different situations are utilised in developing the student's personality aspects of which include personal culture, work discipline, appropriate behaviour towards colleagues and school employees, respect for the School's property and equipment, tolerance and respect for other people's opinions, a sense of self-respect and dignity, patriotic and civic attitudes.

WATFORD POLISH SATURDAY SCHOOL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

Teaching and educational activities of the School

The School's academic plan has the following aims and objectives:

1. To provide each student with an education tailored to his or her individual needs.
2. To systematically monitor and evaluate the progress of all students.
3. To prepare students for their participation in various competitions
4. To teach children and adolescents Polish language, history, Polish customs and tradition.
5. To support, assist and prepare pupils for GCSE exam

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Academic year 2020/21 was still significantly affected by the global pandemic. Following government advice and mandatory requirements, we created a bubble for each year with separate breaks. We also created a Risk Assessment highlighting risk for each task or activity. We resumed our classroom lessons at school in September 2020 with implementing all safety procedures like wearing masks/PPE, sanitising workspaces, keeping rooms ventilated so we could welcome back our students and provide them with safe learning environment. Unfortunately, we had to go back to online lessons in January 2021 when another national lockdown was announced. We resumed our classroom's lessons and welcomed our students back in person on 13 March 2021.

The Watford Polish Saturday School team recruited two new trustees Alicja Siuciak and Angelika Clarke to the board in January 2021, who brought excellent knowledge and experience running the supplementary School. Sadly, we said goodbye to long-standing Trustee Anna Falek who stepped back from the role in June 2021. We are ever so grateful for her significant work, efforts and dedication over the past several years.

Once again, the academic year 2020/21 was incredibly challenging. due to the global pandemic. Unfortunately, we could not organise any fundraising events in 2020/21, as the new Covid law still did not allow any public events. We managed to adapt to online learning and continue to support children and parents with our education program. We would like to thank the Watford UTC for the support during this difficult and challenging time. We would also like to thank all the trustees, teachers and volunteers who have made the Watford Polish Saturday School a friendly place within the heart of the community.

Achievements and performance

The Charity activities during the year were the provision of Supplementary Education and encouragement to learning for young people between the ages of three to eighteen. Supplementary education, all year round targeting young people and children for four hours a week in the morning Saturday sessions reaching 261 children at the Watford UTC College site and adapted to an online platform during the coronavirus pandemic for the year three and above during January and February 2021.

The School welcomes children from all backgrounds, especially families of Polish heritage, who wish their children to learn the Polish language, promote Polish culture and traditions and bring the community of Watford together. The idea has proven to be hugely successful and families from the Watford area have signed their children to attend. In the academic year 2020/2021 the number of pupils was 261, amongst them a group of students preparing for GCSE exams. It's a drop compared to last year due to the pandemic and Brexit lots of Polish families returned to Poland.

The Trustees are incredibly grateful for massive support from the parents and their ability to stand by the organisation. Their continuous support made it possible for us to grow and reach our present stage of development. Volunteers make a valuable contribution of time, energy, and expertise. We are thankful for the hours volunteers have spent working with young people and children.

WATFORD POLISH SATURDAY SCHOOL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

The School employs 20 teachers and 2 teaching assistants. Employing qualified teaching staff to teach children and young people of different ages and ensuring high standards of teaching to enable the young people to take their GCSE examination. In addition, the School has a librarian for students and parents.

Financial review

During the year the charity made a surplus of £1,202 (2020 - £1,374), The balance on reserves at 31 August 2021 was £2,597 (2020 - £1,395).

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

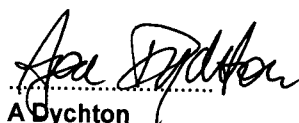
The charity was established on 21 August 2018.

The trustees who served during the year and up to the date of signature of the financial statements were:

A Falek	(Resigned 3 July 2021)
M Duda	(Resigned 31 December 2020)
A Dychton	
A Clarke	(Appointed 1 January 2021)
A Siuciak	(Appointed 1 January 2021)
Maja Dzianott	(Appointed 1 September 2021)
A Gienza	(Appointed 1 September 2021)
D Perkowska	(Appointed 3 November 2021)

None of the trustees has any beneficial interest in the charity.

The trustees' report was approved by the Board of Trustees.


.....
A Dychton

Trustee

Dated: 19/05/22

WATFORD POLISH SATURDAY SCHOOL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2021

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WATFORD POLISH SATURDAY SCHOOL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WATFORD POLISH SATURDAY SCHOOL

I report to the trustees on my examination of the financial statements of Watford Polish Saturday School (the charity) for the year ended 31 August 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

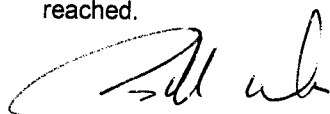
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



John Wilson FCA ATII

Howard Wilson Chartered Accountants
36 Crown Rise
Watford
Hertfordshire
WD25 0NE

Dated: 19/5/2022

WATFORD POLISH SATURDAY SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2021

		Unrestricted funds 2021 £	Unrestricted funds 2020 £
	Notes		
<u>Income and endowments from:</u>			
Donations and legacies	3	100	2,082
Provision of educational services	4	87,295	83,852
Other trading activities	5	-	420
Other income	6	3,539	-
Total income		<u>90,934</u>	<u>86,354</u>
<u>Expenditure on:</u>			
Provision of educational services	7	<u>89,732</u>	<u>84,980</u>
Net income for the year/ Net movement in funds		1,202	1,374
Fund balances at 1 September 2020		<u>1,395</u>	<u>21</u>
Fund balances at 31 August 2021		<u><u>2,597</u></u>	<u><u>1,395</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WATFORD POLISH SATURDAY SCHOOL

BALANCE SHEET

AS AT 31 AUGUST 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Cash at bank and in hand		32,881		13,114	
Creditors: amounts falling due within one year	10	(30,284)		(11,719)	
Net current assets			2,597		1,395
Income funds					
Unrestricted funds			2,597		1,395
			2,597		1,395

The financial statements were approved by the Trustees on 19/05/22


A Dychton
Trustee

WATFORD POLISH SATURDAY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

Charity information

Watford Polish Saturday School is an unincorporated charity.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, despite the ongoing and potential effects of COVID-19, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees continue to adopt the going concern basis of accounting in preparing the financial statements and no adjustments to the results or the carrying values declared in these financial statements are required, and none have been made.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of VAT.

WATFORD POLISH SATURDAY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

(Continued)

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

WATFORD POLISH SATURDAY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	100	2,082

4 Provision of educational services

	Provision of educational services	Provision of educational services
	2021	2020
	£	£
Fees receivable	85,809	79,375
Government Furlough Grant	1,486	-
Ancillary trading income	-	4,477
	87,295	83,852

5 Other trading activities

	Total	Unrestricted funds
	2021	2020
	£	£
Fundraising events	-	420

6 Other income

	Unrestricted funds	Total
	2021	2020
	£	£
Other income	3,539	-

WATFORD POLISH SATURDAY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

7 Provision of educational services

	2021 £	2020 £
Staff costs	38,513	36,829
Training	107	431
Bakery costs	-	4,737
Premises costs	32,093	28,987
Insurance costs	299	707
Office costs	14,131	10,416
Computer costs	3,371	1,848
Travel and subsistence costs	-	30
Bank charges and other finance costs	134	83
Governance costs	1,084	912
	<u>89,732</u>	<u>84,980</u>
	<u>89,732</u>	<u>84,980</u>

Governance costs comprise independent examiner's fee of £1,084 (2019 - £912).

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Education services	<u>30</u>	<u>31</u>
Employment costs	2021	2020
	£	£
Wages and salaries	<u>38,513</u>	<u>36,829</u>

There were no employees whose annual remuneration was more than £60,000.

WATFORD POLISH SATURDAY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

10 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Other taxation and social security		-	488
Deferred income	11	27,439	9,699
Other creditors		997	-
Accruals and deferred income		1,848	1,532
		<u>30,284</u>	<u>11,719</u>

11 Deferred income

	2021 £	2020 £
Other deferred income	<u>27,439</u>	<u>9,699</u>

12 Related party transactions

There were no disclosable related party transactions during the year.

