

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	E Piera-Adamczyk	
	P Bielak	
	M Dembek	
	J Dancewicz	
	M Kut	
	L Ziolkowska	
	A Kusiak	
	I Bienkowska	
	K Koterska	
	M Kozber	(Appointed 29 September 2020)
Charity number	1181738	
Registered office	238-246 King Street	
	Hammersmith	
	London	
	W6 0RF	
Independent examiner	Darren Harding ACA FCCA DChA	
	Richard Place Dobson Services Limited	
	1-7 Station Road	
	Crawley	
	West Sussex	
	RH10 1HT	

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

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PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2021

The trustees present their 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 constitution, 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

Objectives and aims

The objects of the CIO are to advance and further education for the public benefit in the Polish language, culture, religion and tradition, in particular, but not exclusively by:

- Providing a supplementary school, Mikolaj rej Polish School, teaching the Polish language, history and geography and providing social and religious education, and;
- Organising educational trips for pupils attending the school.

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

Significant activities

The Mikolaj Rej Polish School is a supplementary school and operates across 32 Saturdays a year teaching the Polish language, Polish history and geography. Children also learn about Polish Culture. They attend from Nursery until year 12 (from the age of 3 to 17), the school prepares pupils to sit GCSE and A' Level in Polish. The school is based in Chiswick. The School also undertakes fund raising activities to finance an enriched curriculum and activities

The school relies heavily on parent volunteers to help with playground duties, fundraising activities and staffing events.

Achievements and performance

Charitable activities

- Covid restrictions were eased in the summer of 2020 and after conducting risk assessments and altering school procedures in line with government guidelines the school was able to open and conduct normal lessons for the autumn term. The school needed to revert to online lessons for the spring term again mobilising learning through Microsoft Teams. The school took advantage of the on-line facility by inviting guests from all walks of life to speak to the pupils. The school was able to open again for the summer term, but was unable to conduct any activities.
- The school achieved excellent examination results in both Polish GCSE and A'levels through the assessment system carried out by the Polish Education Society.
- Fund raising activities were limited due to the Covid 19 Pandemic, but pupils did manage to bring in gifts for less privileged children in a children's home.

Financial review

The School's Financial policy is to hold enough money in reserve to be able to run the school for a year should there be any problems with financing. During online learning, the school managed to save on rental costs. These savings were then passed back to the parents, lower their payments for the third term. Teacher's salaries were maintained throughout, even though it was not guaranteed that payments would cover the full costs.

The trustees has 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.

Trustees gave consideration to the Charities SORP ('Statement of Recommended Practice') Committee's advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity is actively monitoring and managing the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves to survive a future crises.

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

Structure, governance and management

The charity's strategic management is carried out by the Trustees together with the head teacher. The Trustees employ the head teacher, deputy head, teachers and classroom assistants to deliver the rich curriculum. Administrative staff (including accounts staff) assist in the running of the school. The Mikolaj Rej Polish School has good links with the Polish Educational Society (Polska Macierz Szkolna) and shares information about the administration and running of a Polish school with other similar schools in London. The charity also works with the Polish Scouting Association, and the St. Andrew Bobola Roman Catholic Church.

Charity constitution

Due to the pandemic, the charity was unable to hold an AGM. E Piera-Adamczyk stepped down as Chair in November 2020. K Koterska took over the responsibilities and became acting Chair until such a time when an AGM could be held.

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

E Piera-Adamczyk

P Bielak

M Dembek

J Dancewicz

M Kut

L Ziolkowska

A Kusiak

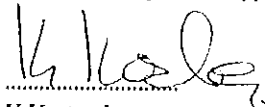
I Bienkowska

K Koterska

M Kozber

(Appointed 29 September 2020)

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



K Koterska

Trustee

Dated: 30.6.2022

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

I report to the trustees on my examination of the financial statements of Parents' Association of the Mikolaj Rej Polish 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

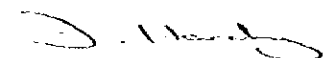
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting 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.



Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

Dated: 30 June 2022

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2021

	Notes	Unrestricted funds 2021 £	Unrestricted funds 2020 £
<u>Income from:</u>			
Donations	3	7,159	138,214
Charitable activities	4	117,107	84,203
Other trading activities	5	1,837	7,624
Investments	6	171	59
Other income	7	300	100
Total income		126,574	230,200
<u>Expenditure on:</u>			
Charitable activities	8	137,742	135,917
Net (expenditure)/income for the year/ Net movement in funds		(11,168)	94,283
Fund balances at 1 September 2020		94,283	-
Fund balances at 31 August 2021		83,115	94,283

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

All income and expenditure derive from continuing activities.

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

BALANCE SHEET

AS AT 31 AUGUST 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	12		2,429		3,108
Current assets					
Debtors	13	115		2,194	
Cash at bank and in hand		126,049		125,683	
		<u>126,164</u>		<u>127,877</u>	
Creditors: amounts falling due within one year	14	(32,884)		(32,742)	
Net current assets			93,280		95,135
Total assets less current liabilities			<u>95,709</u>		<u>98,243</u>
Deferred income	15		(12,594)		(3,960)
Net assets			<u>83,115</u>		<u>94,283</u>
Income funds					
Unrestricted funds			83,115		94,283
			<u>83,115</u>		<u>94,283</u>

The financial statements were approved by the Trustees on 30.6.22



K Koterska
Trustee

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's constitution, 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)". 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 applying FRS 102 Update Bulletin 1 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 £.

1.2 Charitable funds

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

1.3 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.

Shop and fundraising income are recognised when the income is received.

School fees and text book income are recognised in the period to which they relate. Any fees received in advance will be deferred to the financial year that they relate to.

1.4 Expenditure

Resources expended are accounted for on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% Straight Line
Computers	33% Straight Line

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

(Continued)

1.6 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors are recognised at transaction price unless the arrangement constitutes a financing transaction. Financial liabilities classified as payable within one year are not amortised.

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 at transaction price.

1.8 Taxation

The charity is exempt from corporation tax on its charitable activities.

1.9 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

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 company 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.

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

3 Donations

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	163	10
Government grants	6,996	1,051
Donation from old entity	-	137,153
	<u>7,159</u>	<u>138,214</u>

4 Charitable activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
School fees	106,952	71,586
Textbooks	10,155	12,617
	<u>117,107</u>	<u>84,203</u>

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Fundraising events	-	967
Shop income	1,537	6,657
Trading activity income: other	300	-
	<u>1,837</u>	<u>7,624</u>

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

6 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	171	59

7 Other income

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Other income	300	100

8 Charitable activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Staff costs	93,075	91,980
School supplies	1,232	1,257
Gifts & Prizes	3,740	2,905
PR (Literature & Brochures)	-	192
Equipment	433	514
Donations	50	199
Textbooks	10,670	12,091
Training costs	565	555
Public Relations	1,000	723
Talent show	631	408
Newspapers	-	245
Nativity costs	1,742	-
Insurance	2,611	2,201
Rent	12,709	13,380
DBC Checks	816	852
Sundry expenses	355	609
	129,629	128,111

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

8	Charitable activities	(Continued)	
	Share of support costs (see note 9)	2,910	2,474
	Share of governance costs (see note 9)	5,203	5,332
		<u>137,742</u>	<u>135,917</u>

9	Support costs	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£	£
	Depreciation	1,134	-	1,134	1,157	-	1,157
	Kitchen costs	56	-	56	189	-	189
	Software costs	1,312	-	1,312	663	-	663
	Subscriptions	408	-	408	465	-	465
	Accountancy fees	-	2,700	2,700	-	3,750	3,750
	Management fees	-	2,203	2,203	-	982	982
	Legal fees	-	300	300	-	600	600
		<u>2,910</u>	<u>5,203</u>	<u>8,113</u>	<u>2,474</u>	<u>5,332</u>	<u>7,806</u>
	Analysed between						
	Charitable activities	<u>2,910</u>	<u>5,203</u>	<u>8,113</u>	<u>2,474</u>	<u>5,332</u>	<u>7,806</u>

10 Trustees

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

11 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	<u>53</u>	<u>57</u>
Employment costs	2021 £	2020 £
Wages and salaries	92,996	91,980
Social security costs	79	-
	<u>93,075</u>	<u>91,980</u>

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

12 Tangible fixed assets

	Fixtures and fittings £
Cost	
Transferred in at 1 September 2020	5,118
Additions	455
	<hr/>
At 31 August 2021	5,573
	<hr/>
Depreciation and impairment	
Transferred in at 1 September 2020	2,010
Depreciation charged in the year	1,134
	<hr/>
At 31 August 2021	3,144
	<hr/>
Carrying amount	
At 31 August 2021	2,429
	<hr/>
At 31 August 2020	3,108
	<hr/>

13 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	-	2,093
Prepayments and accrued income	115	101
	<hr/>	<hr/>
	115	2,194
	<hr/>	<hr/>

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	1,700	1,932
Trade creditors	60	196
Other creditors	28,874	28,364
Accruals and deferred income	2,250	2,250
	<hr/>	<hr/>
	32,884	32,742
	<hr/>	<hr/>

15 Deferred income

	2021 £	2020 £
Other deferred income	12,594	3,960
	<hr/>	<hr/>

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

16 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).