

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	E Piera-Adamczyk	
	P Bielak	
	M Dembek	
	M Kut	
	A Kusiak	
	K Koterska	
	M Kozber	
	A Paczes	(Appointed 19 November 2022)
	M Napiorkowska	(Appointed 19 November 2022)
	D Wisniewski	(Appointed 19 November 2022)
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 2022

The trustees present their annual report and financial statements for the year ended 31 August 2022.

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

- The school year 2021 – 22 was conducted without any major Covid restrictions. Due to the work put into place in previous years in mobilising Microsoft Teams in the schools, any pupils who had to isolate due to having Covid were able to participate in lessons.
- The school achieved excellent examination results in both Polish GCSE and A'levels. The examinations once again being marked by AGA Examination Board after a two-year hiatus caused by the Covid Pandemic.
- Acknowledging the changing demographics of the Polish Community, the School introduced Polish lessons for adults for non-Polish parents/partners of Polish parents of children attending the school.
- The school has also introduced a free Parent and Toddler group for children under the age of three. This has helped young children with their social development and helped develop a support group for the parents.
- The school was able to organise a street party by the St Andrew Bobola Church in order to raise funds but more importantly to show case Polish Culture. Highlights included Sikorski Museum, Tatry Folk Dancing troupe, Polish food and Polish music.

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 2022

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.

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

(Resigned 19 November 2022)

M Kut

L Ziolkowska

(Resigned 19 November 2022)

A Kusiak

I Bienkowska

(Resigned 31 August 2022)

K Kisterska

M Kozber

A Paczes

(Appointed 19 November 2022)

M Napiorkowska

(Appointed 19 November 2022)

D Wisniewski

(Appointed 19 November 2022)

The financial statements were approved by the Trustees on 24.6.2023



K Kisterska

Trustee

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 2022.

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

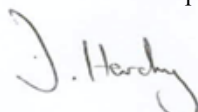
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting 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: 29/06/2023

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
<u>Income from:</u>			
Donations	3	12,543	7,159
Charitable activities	4	112,635	117,107
Other trading activities	5	16,413	1,837
Investments	6	40	171
Other income	7	350	300
Total income		141,981	126,574
<u>Expenditure on:</u>			
Raising funds	8	3,444	-
Charitable activities	9	144,935	137,742
Total resources expended		148,379	137,742
Net expenditure for the year/ Net movement in funds		(6,398)	(11,168)
Fund balances at 1 September 2021		83,115	94,283
Fund balances at 31 August 2022		76,717	83,115

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 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	14		1,717		2,429
Current assets					
Debtors	15	267		115	
Cash at bank and in hand		125,976		126,049	
		<u>126,243</u>		<u>126,164</u>	
Creditors: amounts falling due within one year	16	<u>(32,688)</u>		<u>(32,884)</u>	
Net current assets			93,555		93,280
Total assets less current liabilities			95,272		95,709
Deferred income	17		<u>(18,555)</u>		<u>(12,594)</u>
Net assets			<u>76,717</u>		<u>83,115</u>
Income funds					
Unrestricted funds			76,717		83,115
			<u>76,717</u>		<u>83,115</u>

The financial statements were approved by the Trustees on 24.6.2023



K Kusterska
Trustee

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

Charity information

Parents' Association of the Mikolaj Rej Polish School is a charitable incorporated organisation.

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

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

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.

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

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

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.

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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.

3 Donations

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	-	163
Grants received	12,543	6,996
	<u>12,543</u>	<u>7,159</u>

4 Charitable activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Sales within charitable activities	5,539	-
School fees	97,103	106,952
Textbooks	9,993	10,155
	<u>112,635</u>	<u>117,107</u>

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Fundraising events	8,070	-
Shop income	8,343	1,537
Trading activity income: other	-	300
	<hr/>	<hr/>
Other trading activities	16,413	1,837
	<hr/>	<hr/>

6 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	40	171
	<hr/>	<hr/>

7 Other income

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Other income	350	300
	<hr/>	<hr/>

8 Raising funds

	Unrestricted funds	Total
	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	3,444	-
	<hr/>	<hr/>
	3,444	-
	<hr/>	<hr/>

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

9 Charitable activities

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Staff costs	79,207	93,075
School supplies	3,955	1,232
Gifts & Prizes	6,100	3,740
PR (Literature & Brochures)	5,553	-
Equipment	509	433
Donations	100	50
Textbooks	11,509	10,670
Training costs	360	565
Public Relations	-	1,000
Talent show	1,076	631
Nativity costs	556	1,742
Insurance	2,913	2,611
Rent	23,020	12,709
DBC Checks	1,134	816
Sundry expenses	559	355
	<u>136,551</u>	<u>129,629</u>
Share of support costs (see note 10)	3,291	2,910
Share of governance costs (see note 10)	5,093	5,203
	<u>144,935</u>	<u>137,742</u>

10 Support costs

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	2021 £
Depreciation	1,001	-	1,001	1,134	-	1,134
Kitchen costs	680	-	680	56	-	56
Software costs	922	-	922	1,312	-	1,312
Subscriptions	688	-	688	408	-	408
Accountancy fees	-	3,420	3,420	-	2,700	2,700
Management fees	-	1,601	1,601	-	2,203	2,203
Legal fees	-	72	72	-	300	300
	<u>3,291</u>	<u>5,093</u>	<u>8,384</u>	<u>2,910</u>	<u>5,203</u>	<u>8,113</u>
Analysed between Charitable activities	<u>3,291</u>	<u>5,093</u>	<u>8,384</u>	<u>2,910</u>	<u>5,203</u>	<u>8,113</u>

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

11 Trustees

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

12 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	48	53
Employment costs	2022	2021
	£	£
Wages and salaries	79,207	92,996
Social security costs	-	79
	79,207	93,075

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

13 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

14 Tangible fixed assets

	Fixtures and fittings £
Cost	
Transferred in at 1 September 2021	5,573
Additions	290
At 31 August 2022	5,863
Depreciation and impairment	
Transferred in at 1 September 2021	3,145
Depreciation charged in the year	1,001
At 31 August 2022	4,146
Carrying amount	
At 31 August 2022	1,717
At 31 August 2021	2,429

PARENTS' ASSOCIATION OF THE MIKOLAJ REJ POLISH SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

15 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	2	-
Prepayments and accrued income	265	115
	<u>267</u>	<u>115</u>

16 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other taxation and social security	103	1,700
Trade creditors	9	60
Other creditors	29,606	28,874
Accruals and deferred income	2,970	2,250
	<u>32,688</u>	<u>32,884</u>

17 Deferred income

	2022	2021
	£	£
Other deferred income	<u>18,555</u>	<u>12,594</u>

Deferred income is included in the financial statements as follows:

	2022	2021
	£	£
Deferred income is included within:		
Shown as deferred income on the face of the balance sheet	<u>18,555</u>	<u>12,594</u>
Movements in the year:		
Deferred income at 1 September 2021	12,594	3,960
Released from previous periods	(12,594)	(3,960)
Resources deferred in the year	<u>18,555</u>	<u>12,594</u>
Deferred income at 31 August 2022	<u>18,555</u>	<u>12,594</u>

18 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).