

Friends of Halstead St. Andrew's School

England & Wales · Charity number 1184432

Details

Other names FRIENDS OF ST. ANDREW'S SCHOOL, WOKING

Status Registered

Legal form CIO

Registered 2019-07-16

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

Contact

Address C/o Halstead St. Andrews School
Church Hill House
Wilson Way
Woking
GU21 4QW

Phone 01483760943

Email hello@friendsofhsa.com

Website friendsofhsa.com

Activities

Objects: THE OBJECTS OF THE CIO ARE:(1) TO ADVANCE THE EDUCATION OF PUPILS WITHIN ST. ANDREW'S SCHOOL, WOKING ("THE SCHOOL"), IN PARTICULAR, BY ASSISTING WITH THE PROVISION OF FACILITIES NOT PROVIDED BY THE SCHOOL FOR EDUCATION AT THE SCHOOL AND BY ANY OTHER MEANS DEEMED APPROPRIATE TO ADVANCE EDUCATION OF THE PUPILS AT THE SCHOOL BY THE TRUSTEES IN EXERCISE OF THEIR DISCRETION.(2)TO ADVANCE SUCH CHARITABLE PURPOSES (ACCORDING TO THE LAW OF ENGLAND AND WALES) AS THE TRUSTEES SEE FIT FROM TIME TO TIME BY PROVISION OF FUNDS AND NON-FINANCIAL SUPPORT TO OTHER REGISTERED CHARITIES FROM TIME TO TIME.

Activities: (1) to advance the education of pupils within Halstead St Andrews School,in particular, by assisting with the provision of facilities not provided by the School for education at the School and by any other means deemed appropriate to advance education of the pupils at the School by the Trustees in exercise of their discretion.(2) to advance such charitable purposes as the trustees see fit

Classification

- **How:** Makes Grants To Organisations
- **What:** Education/training, Other Charitable Purposes
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

Geography

- Surrey

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2024-08-31 | £52,231 | £43,781 | - | - |
| 2023-08-31 | £61,050 | £30,526 | - | - |
| 2022-08-31 | £26,106 | £23,206 | - | - |
| 2021-08-31 | £10,007 | £1,060 | - | - |
| 2020-08-31 | £17,456 | £16,709 | - | - |

Trustees

| Name | Role | Appointed |
|--------------------------------|------|------------|
| Becky Voice | | 2026-02-24 |
| Caroline Louise Black | | 2021-10-12 |
| Isabella Celeste Buckingham | | 2026-02-24 |
| Linda Anastasia Sierra-Parkes | | 2020-09-10 |
| Louise Elizabeth Dendle | | 2025-12-02 |
| Lucie Dennison | | 2023-02-07 |
| Olivia Louise Morgan-Macmillan | | 2024-02-20 |
| Samantha Sarah Jane Ebelthite | | 2024-07-04 |
| Sara Juliette Hardy | | 2023-02-07 |
| Shraddha Prahlad Bhogaita | | 2026-02-24 |

Friends of Halstead St. Andrew's School

England & Wales - Charity number 1184432

Accounts

| | | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|--|---|
| <p>Type of governing document <i>(eg. trust deed, constitution)</i></p> | <p>Constitution adopted at registration on 16 July 2019.</p> <p>The Constitution was updated in November 2023 to reflect the change in name of the CIO from Friends of St. Andrew's School, Woking to Friends of Halstead St. Andrew's School. The name change followed the merger of St. Andrew's School, Woking with Halstead Preparatory School. The merged school opened in September 2023.</p> |
| <p>How the charity is constituted <i>(eg. trust, association, company)</i></p> | <p>Charitable Incorporated Organisation</p> |
| <p>Trustee selection methods <i>(eg. appointed by, elected by)</i></p> | <p>Appointed trustees may be appointed or reappointed at a meeting of the charity trustees.</p> <p>Ex officio trustees are elected as class representatives by the parents of each year group.</p> <p>A nominated trustee may be appointed by the Board of Governors.</p> |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Chair of the trustees meets with the Headmaster and Bursar of Halstead St. Andrew's School on a termly basis to update them on the activities of the CIO and to provide relevant feedback from the parent body.

Section C

Objectives and activities

Summary of the objectives of the charity set out in its governing document

The objectives of the CIO are:

- (1) to advance the education of pupils within Halstead St. Andrew's School ("the School"), in particular, by assisting with the provision of facilities not provided by the School for education at the School and by any other means deemed appropriate to advance education of the pupils at the School by the Trustees in exercise of their discretion.
- (2) to advance such charitable purposes (according to the law of England and Wales) as the Trustees see fit from time to time by provision of funds and non-financial support to other registered charities from time to time.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The CIO holds regular meetings throughout the school year to decide and plan events for the staff, pupils and parents of the school. In planning our activities, the trustees had regard to the guidance issued by the Charity Commission on public benefit.

Funds raised from these events are held in the CIO's bank account. From time to time the school makes applications for grants for specific items of expenditure for the advancement of the education of its pupils. The CIO considers these applications during its regular meetings. If the grant is approved, the CIO provides the funding requested. The funds raised and grants approved are communicated within the school community.

From time to time the trustees may decide to raise funds for the benefit of another registered charity. In this case, a specific activity is identified and communicated for this purpose and only the funds raised from that activity are paid to that other charity.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We, as trustees, decide as a committee how to spend the funds we raise. This is done by considering and voting on the grant applications submitted by the School. We may undertake some longer term projects depending on the needs identified to advance the education of pupils at the School. For example, funding a food technology classroom fit-out. These may require funds to be raised over a longer period.

Over the period 2023-2024, FOHSA contributed £15,005 to the School towards the refurbishment and kitting out of the new Pre-Prep library on the Woodham Rise site, which opened in Spring 2024.

Also, a trustee may nominate a registered charity to raise funds for by undertaking a specific activity. This nomination is considered and voted on by the committee.

We are grateful for the many hours parents have volunteered in helping the CIO undertake its fundraising activities. Without their valuable contribution of time, energy and expertise we would not be able to achieve so much.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Friends of Halstead St. Andrew's School (previously known as Friends of St. Andrew's School, Woking) has operated for many years and registered as a charitable incorporated organisation with the Charity Commission in July 2019.

In the first term of the 2023-2024 academic year, the Charity held its inaugural "Welcome back" event, an opportunity for everyone to get to know one another with the opening of the new merged school. We also held a Pumpkin Trail and Kids only Christmas sale for the children, whilst the parents and staff enjoyed the Quiz Night and Christmas Soiree. The term also saw the inaugural Festive Fair & Laser Light Show, which the whole school community thoroughly enjoyed.

In the Easter term we held a Disco and Easter Trail for the children. The year's activities concluded with the return of the popular Summer Fair, enjoyed by the entire school community, and the Summer Ball for the parents and staff.

Further monies were raised mainly via Easyfundraising, and sales of branded Christmas puddings and Christmas artwork.

With the exception of the Summer Ball, all income and expenses relating to all of the above-mentioned events/sources were received or incurred during the year ended 31 August 2024 and are therefore included in the FoHSA accounts for that period. For the Summer Ball, however, the invoices for the catering costs (of £5k) were not received until after 31 August 2024. As the FoHSA accounts are prepared on a receipts and payments basis, these amounts will therefore be included in the FoHSA accounts for year ended 31 August 2025. (This is the same as for the accounts for year ended 31 August 2023, for which the catering costs for the summer ball (of £4k) and the bar commission (of £0.4k) were only received after 31 August 2023, and were thus included in the y/e 31 Aug 2024 accounts).

Section D

Achievements and performance

Since 1 September 2022, the funds raised from the second-hand uniform "Swop Shop" have been incorporated into the FOHSA accounts. Swop Shop generated just over £2.6k in the year ended 31 August 2024. The funds raised from Swop Shop decreased over the year (from £6k in y/e 31/08/23) as a result of the School's decision to move to a new uniform, meaning that the demand for existing Swop Shop stock of the old uniform dropped significantly.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees decide as a committee how to spend the funds raised. This is done by considering and voting on the grant applications submitted by the school. When deciding on whether to approve the grant applications, the trustees consider, amongst other things, the subject of the grant expenditure, the amount, value for money and the number and age of pupils that will benefit from it.

In addition, the trustees aim to retain a level of reserves which is sufficient to organise and fund the next planned, large, fundraising event.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's main source of funds is from holding events for the benefit of the school community. FOHSA organises socials and events for the parents, children and staff of Halstead St. Andrew's School, Woking. It charges a fee for attendance and participation in these events and also sells items at a profit at these events e.g. food and drinks.

Since 1 September 2022, the funds generated through the second-hand uniform Swop Shop are also incorporated into the FOHSA accounts.

Section F Other optional information

As a CIO, Friends of Halstead St. Andrew's Woking confirms that it has not provided any guarantee during the period. Therefore, there are no potential liabilities under any such guarantee as at 31 August 2024.

Additionally, there is no debt outstanding at 31 August 2024 which is owed by the CIO and secured by an express charge on any of the CIO assets.

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|--|-------------------------------|-----------------------|
| Signature(s) | <i>S E Ebelthite</i> | <i>C. L. Black</i> |
| Full name(s) | Samantha Sarah Jane Ebelthite | Caroline Louise Black |
| Position (eg Secretary, Chair, etc) | Chair | Treasurer |
| Date | 26/6/25. | |

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

Friends of Halstead St Andrew's School (previously known as Friends of St Andrew's School, Woking)

On accounts for the year ended

31 August 2024

Charity no (if any)

1184432

Set out on pages

9-12

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charitable incorporated organisation ("the Charity") for the year ended 31 August 2024.

As the Charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

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

Signed:

E Mills

Date:

27.03.25

Name:

E MILLS

Relevant professional qualification(s) or body (if any):

CIMA (CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS)

Address:

IONA COTTAGE, HORSELL VALE

WOKING

GU21 4QU

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of Halstead St Andrew's School
(previously known as Friends of St Andrew's School, Woking)

1184432

CC16a

Receipts and payments accounts

| | | | |
|------------------------|-----------|----|-----------|
| For the period from | 01-Sep-23 | To | 31-Aug-24 |
|------------------------|-----------|----|-----------|

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|--|--------------------|------------------|-----------------|----------------|----------------|
| | £ | £ | £ | £ | £ |
| | to the nearest | to the nearest | to the nearest | to the nearest | to the nearest |
| | £ | £ | £ | £ | £ |
| A1 Receipts | | | | | |
| Transfer of funds raised previously from Swop Shop | - | - | - | - | 6,067 |
| Events income - current year | 47,877 | - | - | 47,877 | 47,473 |
| Swop Shop Uniform Sales | 3,000 | - | - | 3,000 | 6,812 |
| Commission based income | 519 | - | - | 519 | 471 |
| Donation income | 74 | - | - | 74 | 183 |
| Items sold | 761 | - | - | 761 | 44 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total(Gross income for AR) | 52,231 | - | - | 52,231 | 61,050 |

| | | | | | |
|--|---------------|----------|----------|---------------|---------------|
| A2 Asset and investment sales, (see table). | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 52,231 | - | - | 52,231 | 61,050 |

A3 Payments

| | | | | | | | |
|--|---------------|----------|----------|----------|---------------|---------------|--|
| Donations paid to Halstead St, Andrew's School | 15,005 | - | - | - | 15,005 | | |
| Cost of running events | 27,852 | - | - | - | 27,852 | 29,327 | |
| Miscellaneous expenses | 686 | - | - | - | 686 | 610 | |
| Swop Shop Donations 50% Proceeds | 238 | - | - | - | 238 | 590 | |
| | - | - | - | - | - | - | |
| | - | - | - | - | - | - | |
| | - | - | - | - | - | - | |
| | - | - | - | - | - | - | |
| Sub total | 43,781 | - | - | - | 43,781 | 30,526 | |

A4 Asset and investment purchases, (see table)

| | | | | | | | |
|-----------------------|---------------|----------|----------|----------|---------------|---------------|--|
| | - | - | - | - | - | - | |
| | - | - | - | - | - | - | |
| Sub total | - | - | - | - | - | - | |
| Total payments | 43,781 | - | - | - | 43,781 | 30,526 | |

Net of receipts/(payments)

| | | | | | | | |
|---------------------------------|---------------|----------|----------|----------|---------------|---------------|--|
| A5 Transfers between funds | 8,450 | - | - | - | 8,450 | 30,524 | |
| A6 Cash funds last year end | - | - | - | - | - | - | |
| | 43,118 | - | - | - | 43,118 | 12,594 | |
| Cash funds this year end | 51,568 | - | - | - | 51,568 | 43,118 | |

Section B Statement of assets and liabilities at the end of the period

Categories

Details

B1 Cash funds

| |
|-------------------------------------|
| Current account balance - FoHSA |
| Current account balance – Swop Shop |
| Cash float – Swop Shop |
| Total cash funds |

(agree balances with receipts and payments account(s))

Unrestricted funds
to nearest £

| |
|---------------|
| 36,655 |
| 14,793 |
| 120 |
| 51,568 |

Unrestricted funds
to nearest £

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

Restricted funds
to nearest £

| |
|---|
| - |
| - |
| - |
| - |

Restricted funds
to nearest £

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

Endowment funds
to nearest £

| |
|---|
| - |
| - |
| - |
| - |

Endowment funds
to nearest £

| |
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| - |
| - |
| - |
| - |
| - |
| - |

B2 Other monetary assets

Details

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| |
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| |

to nearest £

Details

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B3 Investment assets

Fund to which asset belongs

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|--|
| |
| |
| |
| |
| |
| |

Cost (optional)

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

Current value (optional)

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

B4 Assets retained for the charity's own use

| Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---------|-----------------------------|-----------------|--------------------------|
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |

B5 Liabilities

| Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---------|---------------------------------|-----------------------|---------------------|
| | | - | |
| | | - | |
| | | - | |
| | | - | |
| | | - | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---------------------|-------------------------------|------------------|
| <i>S. Ebelthite</i> | Samantha Sarah Jane Ebelthite | 26/06/25 |
| <i>C.L. Black</i> | Caroline Louise Black | 26/06/25 |

Friends of Halstead St. Andrew's School

England & Wales - Charity number 1184432

Accounts

Trustees' Annual Report for the period

| | | | | | | |
|-------------|-------------------|------|------|-----------------|----|-------------|
| | Period start date | | | Period end date | | |
| From | 01 | Sept | 2022 | To | 31 | August 2023 |

Section A Reference and administration details

Charity name Friends of Halstead St. Andrew's School (previously known as Friends of St. Andrew's School, Woking)

Other names charity is known by FoHSA (previously known as FoSA)

Registered charity number (if any) 1184432

Charity's principal address c/o Halstead St. Andrew's School, Woking,

Church Hill House, Wilson Way,

Woking

Postcode GU21 4QW

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 | Elizabeth Sarah McQuater | | Resigned 7 th February 2023 | |
| 2 | Karen Elizabeth Theunissen | | Resigned 7 th February 2023 | |
| 3 | Linda Sierra Parkes | | | |
| 4 | Sarah Elizabeth Anderson | Chair | | |
| 5 | Dorette Kirsty Porter | | | |
| 6 | Emily Morwenna Jane Larive | | | |
| 7 | Laura Szehofner | Vice-Chair | | |
| 8 | Camilla Katharine Bowker | | Resigned 7 th February 2023 | |
| 9 | Kiyomi Justine Suleski Markham | | | |
| 10 | Laura Schiavo | Secretary | | |
| 11 | Caroline Louise Black | Treasurer | | |
| 12 | Helen Victoria Dawn Turner | | | |
| 13 | Shareen Rae-Sharma | | Resigned 24 th March 2023 | |
| 14 | Sara Juliette Hardy | | Appointed 7 th February 2023 | |
| 15 | Lucie Dennison | | Appointed 7 th February 2023 | |

| | | | |
|----|--|--|--|
| 16 | | | |
| 17 | | | |
| 18 | | | |
| 19 | | | |
| 20 | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|--|--|
| Type of governing document <i>(eg. trust deed, constitution)</i> | Constitution adopted at registration on 16 July 2019. (The Constitution was updated in November 2023 to reflect the change in name of the CIO from Friends of St. Andrew's School, Woking to Friends of Halstead St. Andrew's School. The name change followed the merger of St. Andrew's School, Woking with Halstead Preparatory School. The merged school opened in September 2023.) |
| How the charity is constituted <i>(eg. trust, association, company)</i> | Charitable Incorporated Organisation |
| Trustee selection methods <i>(eg. appointed by, elected by)</i> | Appointed trustees may be appointed or reappointed at a meeting of the charity trustees. Ex officio trustees are elected as class representatives by the parents of each year group. A nominated trustee may be appointed by the Board of Governors. |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Chair of the trustees meets with the Headmaster and Bursar of Halstead St. Andrew's School on a termly basis to update them on the activities of the CIO and to provide relevant feedback from the parent body.

Section C Objectives and activities

Summary of the objectives of the charity set out in its governing document

The objectives of the CIO are:

- (1) to advance the education of pupils within Halstead St. Andrew's School ("the School"), in particular, by assisting with the provision of facilities not provided by the School for education at the School and by any other means deemed appropriate to advance education of the pupils at the School by the Trustees in exercise of their discretion.
- (2) to advance such charitable purposes (according to the law of England and Wales) as the Trustees see fit from time to time by provision of funds and non-financial support to other registered charities from time to time.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The CIO holds regular meetings throughout the school year to decide and plan events for the staff, pupils and parents of the school. In planning our activities, the trustees had regard to the guidance issued by the Charity Commission on public benefit.

Funds raised from these events are held in the CIO's bank account. From time to time the school makes applications for grants for specific items of expenditure for the advancement of the education of its pupils. The CIO considers these applications during its regular meetings. If the grant is approved, the CIO provides the funding requested. The funds raised and grants approved are communicated within the school community.

From time to time the trustees may decide to raise funds for the benefit of another registered charity. In this case, a specific activity is identified and communicated for this purpose and only the funds raised from that activity are paid to that other charity.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We, as trustees, decide as a committee how to spend the funds we raise. This is done by considering and voting on the grant applications submitted by the School. We may undertake some longer term projects depending on the needs identified to advance the education of pupils at the School. For example, funding a food technology classroom fit-out. These may require funds to be raised over a longer period.

Over the period 2022-2023, FoHSA did not make any donations to the School, as the trustees felt it more appropriate that the monies be retained and contributed towards projects once the new merged school opened in September 2023. It is currently anticipated that the monies will be contributed towards the new Pre-Prep library and playground during the academic year 2023-24.

Also, a trustee may nominate a registered charity to raise funds for by undertaking a specific activity. This nomination is considered and voted on by the committee.

We are grateful for the many hours parents have volunteered in helping the CIO undertake its fundraising activities. Without their valuable contribution of time, energy and expertise we would not be able to achieve so much.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Friends of Halstead St. Andrew's School (previously known as Friends of St. Andrew's School, Woking) has operated for many years and registered as a charitable incorporated organisation with the Charity Commission in July 2019.

In the first term of the 2022-2023 academic year, the Charity held a Pumpkin Trail and Kids only Christmas sale for the children, whilst the parents and staff enjoyed the Quiz Night and Christmas Soiree. The term also saw the return of the extremely successful Fireworks evening, which the whole school community thoroughly enjoyed.

In the Easter term we held a Movie Afternoon for families, followed by a Disco and Easter Trail for the children. The year's activities concluded with the return of the popular Summer Fair, enjoyed by the entire school community, and the Summer Ball for the parents and staff.

Further monies were raised mainly via Easyfundraising, sales of branded products and Christmas cards and water bottles.

With the exception of the Summer Ball, all income and expenses relating to all of the above-mentioned events/sources were received or incurred during the year ended 31 August 2023 and are therefore included in the FoHSA accounts for that period. For the Summer Ball, however, the invoices for the catering costs (of £4k) and bar commission (of £461) were not received until after 31 August 2023. As the FoHSA accounts are prepared on a receipts and payments basis, these amounts will therefore be included in the FoHSA accounts for year ended 31 August 2024.

In addition, with effect from 1 September 2022, the funds raised from the second-hand uniform "Swop Shop" have been incorporated into the FoHSA accounts. Swop Shop has been running for many years,

Section D

Achievements and performance

generating funds from the sale of second-hand uniform, but has been run independently from FoHSA, with its own bank account. However, as both FoHSA and the Swop Shop ultimately have the same aims, in terms of generating funds to advance the education of the pupils at Halstead St. Andrew's, the trustees of FoHSA, along with the team who run the Swop Shop, felt it appropriate that going forward, with effect from 1 September 2022, the funds raised by Swop Shop be incorporated into the FoHSA accounts. Swop Shop generated just over £6k in the year ended 31 August 2023.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees decide as a committee how to spend the funds raised. This is done by considering and voting on the grant applications submitted by the school. When deciding on whether to approve the grant applications, the trustees consider, amongst other things, the subject of the grant expenditure, the amount, value for money and the number and age of pupils that will benefit from it.

In addition, the trustees aim to retain a level of reserves which is sufficient to organise and fund the next planned, large, fundraising event.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's main source of funds is from holding events for the benefit of the school community. FoHSA organises socials and events for the parents, children and staff of Halstead St. Andrew's School, Woking. It charges a fee for attendance and participation in these events and also sells items at a profit at these events e.g. food and drinks.

The funds generated through the second-hand uniform Swop Shop are also, with effect from 1 September 2022, now incorporated into the FoHSA accounts.

Section F

Other optional information

As a CIO, Friends of Halstead St. Andrew's Woking confirms that it has not provided any guarantee during the period. Therefore, there are no potential liabilities under any such guarantee as at 31 August 2023.


Additionally, there is no debt outstanding at 31 August 2023 which is owed by the CIO and secured by an express charge on any of the CIO assets.

Section G

Declaration

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|-----------------------|
| Signature(s) |  | C.L. Black |
| Full name(s) | Sarah Elizabeth Anderson | Caroline Louise Black |
| Position (eg Secretary, Chair, etc) | Chair | Treasurer |

Date 26/06/24

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

Friends of Halstead St Andrew's School (previously known as Friends of St Andrew's School, Woking)

On accounts for the year ended

31 August 2023

Charity no (if any)

1184432

Set out on pages

9-12

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charitable incorporated organisation ("the Charity") for the year ended 31 August 2023.

As the Charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Independent examiner's statement

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

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

Signed:

E Mills

Date:

27.06.24

Name:

E MILLS

Relevant professional qualification(s) or body (if any):

CIMA (CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS)

Address:

IONA COTTAGE, HORSELL VALE

WOKING

GU21 4QU

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of Halstead St Andrew's School
(previously known as Friends of St Andrew's School, Woking)

1184432

CC16a

Receipts and payments accounts

| | | | |
|---------------------|-----------|----|-----------|
| For the period from | 01-Sep-22 | To | 31-Aug-23 |
|---------------------|-----------|----|-----------|

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|--|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Transfer of funds raised previously from Swop Shop | 6,067 | - | - | 6,067 | - |
| Events income - current year | 47,473 | - | - | 47,473 | 25,297 |
| Swop Shop Uniform Sales | 6,812 | - | - | 6,812 | - |
| Commission based income | 471 | - | - | 471 | 526 |
| Donation income | 183 | - | - | 183 | 206 |
| Items sold | 44 | - | - | 44 | 78 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total(Gross income for AR) | 61,050 | - | - | 61,050 | 26,106 |

A2 Asset and investment sales, (see table).

| | | | | | |
|-----------------------|---------------|----------|----------|---------------|---------------|
| | - | - | - | - | |
| | - | - | - | - | |
| Sub total | - | - | - | - | - |
| Total receipts | 61,050 | - | - | 61,050 | 26,106 |

A3 Payments

| | | | | | |
|--|---------------|---|---|---|---------------|
| Donations paid to Halstead St, Andrew's School | - | - | - | - | 3,674 |
| Cost of running events | 29,327 | - | - | - | 19,372 |
| Miscellaneous expenses | 610 | - | - | - | 161 |
| Swap Shop Donations 50% Proceeds | 590 | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 30,526 | - | - | - | 23,207 |

A4 Asset and investment purchases, (see table)

| | | | | | |
|-----------------------|---------------|----------|----------|----------|---------------|
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 30,526 | - | - | - | 23,207 |

Net of receipts/(payments)

| | | | | | |
|------------------------------------|---------------|----------|----------|----------|---------------|
| A5 Transfers between funds | 30,524 | - | - | - | 2,900 |
| A6 Cash funds last year end | 12,594 | - | - | - | 9,694 |
| Cash funds this year end | 43,118 | - | - | - | 12,594 |

Section B Statement of assets and liabilities at the end of the period

Categories

Details

B1 Cash funds

| |
|-------------------------------------|
| Current account balance - FoHSA |
| Current account balance – Swop Shop |
| Cash float – Swop Shop |
| Total cash funds |

(agree balances with receipts and payments account(s))

Unrestricted funds

| | |
|--------------|--------|
| to nearest £ | 30,810 |
| | 12,098 |
| | 210 |
| | 43,118 |

Unrestricted funds

| | |
|--------------|---|
| to nearest £ | - |
| | - |
| | - |
| | - |
| | - |
| | - |

Restricted funds

| | |
|--------------|---|
| to nearest £ | - |
| | - |
| | - |
| | - |

Restricted funds

| | |
|--------------|---|
| to nearest £ | - |
| | - |
| | - |
| | - |
| | - |
| | - |

Endowment funds

| | |
|--------------|---|
| to nearest £ | - |
| | - |
| | - |
| | - |

Endowment funds

| | |
|--------------|---|
| to nearest £ | - |
| | - |
| | - |
| | - |
| | - |
| | - |

B2 Other monetary assets

Details

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Details

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B3 Investment assets

Fund to which asset belongs

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Cost (optional)

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Current value (optional)

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B4 Assets retained for the charity's own use

| Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---------|-----------------------------|-----------------|--------------------------|
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |

B5 Liabilities

| Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---------|---------------------------------|-----------------------|---------------------|
| | | - | |
| | | - | |
| | | - | |
| | | - | |
| | | - | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|--------------------------|------------------|
|  | Sarah Elizabeth Anderson | 26/6/24 |
|  | Caroline Louise Black | 26/06/24 |

Friends of Halstead St. Andrew's School

England & Wales - Charity number 1184432

Accounts

Trustees' Annual Report for the period

| | | | | | | |
|-------------|-------------------|------|------|-----------------|----|-------------|
| | Period start date | | | Period end date | | |
| From | 01 | Sept | 2021 | To | 31 | August 2022 |

Section A Reference and administration details

Charity name Friends of St Andrew's School, Woking

Other names charity is known by FoSA

Registered charity number (if any) 1184432

Charity's principal address c/o St Andrew's School, Woking,

Church Hill House, Wilson Way,

Woking

Postcode GU21 4QW

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 | Elizabeth Sarah McQuater | | | |
| 2 | Karen Elizabeth Theunissen | | | |
| 3 | Linda Sierra Parkes | | | |
| 4 | Sarah Elizabeth Anderson | Chair | | |
| 5 | Dorette Kirsty Porter | | | |
| 6 | Emily Morwenna Jane Larive | | | |
| 7 | Laura Szehofner | Vice-Chair | | |
| 8 | Camilla Katharine Bowker | | | |
| 9 | Kiyomi Justine Suleski Markham | | | |
| 10 | Clair Joanne Stokes | | Resigned 18 January 2022 | |
| 11 | Laura Schiavo | Secretary | Appointed 12 October 2021 | |
| 12 | Caroline Louise Black | Treasurer | Appointed 12 October 2021 | |
| 13 | Helen Victoria Dawn Turner | | Appointed 12 October 2021 | |
| 14 | Shareen Rae-Sharma | | Appointed 12 October 2021 | |
| 15 | | | | |
| 16 | | | | |

| | | | |
|----|--|--|--|
| 17 | | | |
| 18 | | | |
| 19 | | | |
| 20 | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution adopted at registration on 16 July 2019 |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed trustees may be appointed or reappointed at a meeting of the charity trustees. Ex officio trustees are elected as class representatives by the parents of each year group. A nominated trustee may be appointed by the Board of Governors. |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Chair of the trustees meets with the Headmaster and Bursar of St. Andrew's School on a termly basis to update them on the activities of the CIO and to provide relevant feedback from the parent body.

Section C Objectives and activities

Summary of the objectives of the charity set out in its governing document

The objectives of the CIO are:

- (1) to advance the education of pupils within St. Andrew's School, Woking ("the School"), in particular, by assisting with the provision of facilities not provided by the School for education at the School and by any other means deemed appropriate to advance education of the pupils at the School by the Trustees in exercise of their discretion.
- (2) to advance such charitable purposes (according to the law of England and Wales) as the Trustees see fit from time to time by provision of funds and non-financial support to other registered charities from time to time.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The CIO holds regular meetings throughout the school year to decide and plan events for the staff, pupils and parents of the school. In planning our activities, the trustees had regard to the guidance issued by the Charity Commission on public benefit.

Funds raised from these events are held in the CIO's bank account. From time to time the school makes applications for grants for specific items of expenditure for the advancement of the education of its pupils. The CIO considers these applications during its regular meetings. If the grant is approved, the CIO provides the funding requested. The funds raised and grants approved are communicated within the school community.

From time to time the trustees may decide to raise funds for the benefit of another registered charity. In this case, a specific activity is identified and communicated for this purpose and only the funds raised from that activity are paid to that other charity.

During the period covered by this report (1 Sept 2021 – 31 Aug 2022), fundraising activities have resumed (compared to the prior year) following the lifting of the majority of COVID 19 restrictions.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We, as trustees, decide as a committee how to spend the funds we raise. This is done by considering and voting on the grant applications submitted by the School. We may undertake some longer term projects depending on the needs identified to advance the education of pupils at the School. For example, funding a food technology classroom fit-out. These may require funds to be raised over a longer period.

Also, a trustee may nominate a registered charity to raise funds for by undertaking a specific activity. This nomination is considered and voted on by the committee.

We are grateful for the many hours parents have volunteered in helping the CIO undertake its fundraising activities. Without their valuable contribution of time, energy and expertise we would not be able to achieve so much.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Friends of St. Andrew's School, Woking has operated for many years and registered as a charitable incorporated organisation with the Charity Commission in July 2019.

Following the release of the majority of restrictions imposed due to Covid 19, a full programme of activities and fundraising events was able to resume during the period covered by this report, 1 Sept 2021-31 August 2022. (The previous period's activities had been significantly impacted due to the Covid 19 restrictions being in place.)

In the first term of the academic year, the Charity held a Quiz Night for parents and staff of the school. This was followed by a Movie Night, Pumpkin Trail and Kids only Christmas sale for the children.

In the Easter term we held a Valentines soiree for the parents and teachers, with a Disco and Easter Trail for the children. The year's activities concluded with the return of the popular Summer Fair, enjoyed by the entire school community, and the Summer Ball for the parents and staff.

Further monies were raised mainly via Easyfundraising, sales of branded products and Christmas cards and tea towels.

The Charity contributed £3,674 towards new table-tennis tables for the School.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees decide as a committee how to spend the funds raised. This is done by considering and voting on the grant applications submitted by the school. When deciding on whether to approve the grant applications, the trustees consider, amongst other things, the subject of the grant expenditure, the amount, value for money and the number and age of pupils that will benefit from it.

In addition, the trustees aim to retain a level of reserves which is

sufficient to organise and fund the next planned, large, fundraising event.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's main source of funds is from holding events for the benefit of the school community. FoSA organises socials and events for the parents, children and staff of St. Andrew's School, Woking. It charges a fee for attendance and participation in these events and also sells items at a profit at these events e.g. food and drinks.

During the period of this report (1 September 2021-31 August 2022), we are pleased that a full programme of activities and fundraising events was able to resume following the release of the majority of Covid-19 restrictions. (The previous period's activities had been significantly impacted due to the Covid 19 restrictions being in place.)

Section F Other optional information

As a CIO, Friends of St. Andrew's Woking confirms that it has not provided any guarantee during the period. Therefore, there are no potential liabilities under any such guarantee as at 31 August 2022.

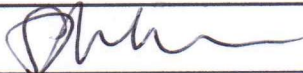

Additionally, there is no debt outstanding at 31 August 2022 which is owed by the CIO and secured by an express charge on any of the CIO assets.

Following the relaxation of Covid-19 restrictions, we are pleased to have been able to resume holding events for the benefit of the school and its community.

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|---|
| Signature(s) |  |  |
| Full name(s) | Sarah Elizabeth Anderson | Caroline Louise Black |
| Position (eg Secretary, Chair, etc) | Chair | Treasurer |

Date 29 June 2023

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

Friends of St Andrew's School, Woking

On accounts for the year ended

31 August 2022

Charity no (if any)

1184432

Set out on pages

8-11

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charitable incorporated organisation ("the Charity") for the year ended 31 August 2022.

As the Charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

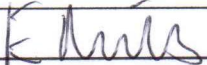
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

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

Signed:



Date:

29.06.23

Name:

E MILLS

Relevant professional qualification(s) or body (if any):

CIMA (CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS)

Address:

IONA COTTAGE, HORSELL VALE

WOKING

GU21 4QU

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of St Andrew's School, Woking

1184432

CC16a

Receipts and payments accounts

| | | | |
|------------------------|-----------|----|-----------|
| For the period from | 01-Sep-21 | To | 31-Aug-22 |
|------------------------|-----------|----|-----------|

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|--|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Transfer of funds raised prior to registration | - | - | - | - | - |
| Events income - current year | 25,297 | - | - | 25,297 | - |
| Events income - future years | - | - | - | - | 8,772 |
| Commission based income | 526 | - | - | 526 | 636 |
| Donation income | 206 | - | - | 206 | 181 |
| Items sold | 78 | - | - | 78 | 418 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total(Gross income for AR) | 26,106 | - | - | 26,106 | 10,007 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 26,106 | - | - | 26,106 | 10,007 |

A3 Payments

| | | | | | |
|--------------------------------------|---------------|----------|----------|---------------|--------------|
| Donations paid to St Andrew's School | 3,674 | - | - | 3,674 | - |
| Cost of running events | 19,372 | - | - | 19,372 | 949 |
| Miscellaneous expenses | 161 | - | - | 161 | 111 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 23,206 | - | - | 23,206 | 1,060 |

A4 Asset and investment purchases, (see table)

| | | | | | |
|------------------|----------|----------|----------|----------|----------|
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |

Total payments

| | | | | | |
|--|--------|---|---|--------|-------|
| | 23,206 | - | - | 23,206 | 1,060 |
|--|--------|---|---|--------|-------|

Net of receipts/(payments)

| | | | | | |
|--|-------|---|---|-------|-------|
| | 2,900 | - | - | 2,900 | 8,947 |
|--|-------|---|---|-------|-------|

A5 Transfers between funds

| | | | | | |
|--|---|---|---|---|---|
| | - | - | - | - | - |
|--|---|---|---|---|---|

A6 Cash funds last year end

| | | | | | |
|--|-------|---|---|-------|-----|
| | 9,694 | - | - | 9,694 | 747 |
|--|-------|---|---|-------|-----|

Cash funds this year end

| | | | | | |
|--|--------|---|---|--------|-------|
| | 12,594 | - | - | 12,594 | 9,694 |
|--|--------|---|---|--------|-------|

Section B Statement of assets and liabilities at the end of the period

Categories

Details

B1 Cash funds

| |
|-------------------------|
| Current account balance |
| |
| |
| |

Total cash funds

(agree balances with receipts and payments account(s))

Unrestricted funds

to nearest £

| |
|--------|
| 12,594 |
| - |
| - |
| 12,594 |

OK

Unrestricted funds

to nearest £

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

Restricted funds

to nearest £

| |
|---|
| - |
| - |
| - |
| - |

OK

Restricted funds

to nearest £

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

Endowment funds

to nearest £

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| - |
| - |
| - |
| - |

OK

Endowment funds

to nearest £

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| - |
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B2 Other monetary assets

Details

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Details

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Fund to which asset belongs

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Cost (optional)

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Current value (optional)

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B3 Investment assets

Details

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Fund to which asset belongs

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Cost (optional)

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| - |

Current value (optional)

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| - |
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B4 Assets retained for the charity's own use

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When due (optional)

Amount due (optional)

Fund to which liability relates

Details

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B5 Liabilities

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

[Handwritten Signature]
ChBlack

Sarah Elizabeth Anderson
Caroline Louise Black

29/06/23
29/06/23

Friends of Halstead St. Andrew's School

England & Wales - Charity number 1184432

Accounts

Trustees' Annual Report for the period

| | | | | | | | |
|-------------|-------------------|------|------|-----------|-----------------|--------|------|
| | Period start date | | | | Period end date | | |
| From | 01 | Sept | 2020 | To | 31 | August | 2021 |

Section A Reference and administration details

Charity name Friends of St Andrew's School, Woking

Other names charity is known by FoSA

Registered charity number (if any) 1184432

Charity's principal address

| | |
|---------------------------------|-----------------|
| c/o St Andrew's School, Woking, | |
| Church Hill House, Wilson Way, | |
| Woking | |
| Postcode | GU21 4QW |

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 | Lesley Hill | | Resigned 10 Sept 2020 | |
| 2 | Elizabeth Sarah McQuater | Treasurer | | |
| 3 | Karen Elizabeth Theunissen | | | |
| 4 | Linda Sierra Parkes | Secretary | Appointed 10 Sept 2020 | |
| 5 | Sarah Elizabeth Anderson | | Appointed 9 February 2021 | |
| 6 | Dorette Kirsty Porter | | Appointed 9 February 2021 | |
| 7 | Emily Morwenna Jane Larive | | Appointed 9 February 2021 | |
| 8 | Laura Szehofner | | Appointed 9 February 2021 | |
| 9 | Camilla Katharine Bowker | | Appointed 9 February 2021 | |
| 10 | Kiyomi Justine Suleski Markham | | Appointed 9 February 2021 | |
| 11 | Clair Joanne Stokes | | Appointed 9 February 2021 | |
| 12 | | | | |
| 13 | | | | |
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| 16 | | | | |
| 17 | | | | |
| 18 | | | | |

| | | | |
|----|--|--|--|
| 19 | | | |
| 20 | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution adopted at registration on 16 July 2019 |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed trustees may be appointed or reappointed at a meeting of the charity trustees. Ex officio trustees are elected as class representatives by the parents of each year group. A nominated trustee may be appointed by the Board of Governors. |

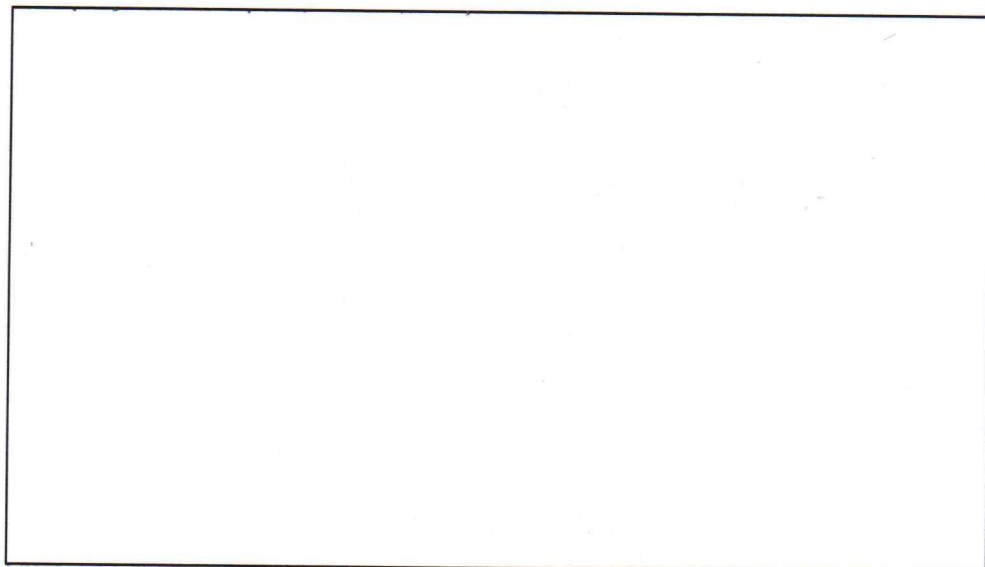
Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage

| |
|--|
| |
|--|

them.



Section C

Objectives and activities

Summary of the objectives of the charity set out in its governing document

The objectives of the CIO are:

- (1) to advance the education of pupils within St. Andrew's School, Woking ("the School"), in particular, by assisting with the provision of facilities not provided by the School for education at the School and by any other means deemed appropriate to advance education of the pupils at the School by the Trustees in exercise of their discretion.
- (2) to advance such charitable purposes (according to the law of England and Wales) as the Trustees see fit from time to time by provision of funds and non-financial support to other registered charities from time to time.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The CIO holds regular meetings throughout the school year to decide and plan events for the staff, pupils and parents of the school. In planning our activities, the trustees had regard to the guidance issued by the Charity Commission on public benefit.

Funds raised from these events are held in the CIO's bank account. From time to time the school makes applications for grants for specific items of expenditure for the advancement of the education of its pupils. The CIO considers these applications during its regular meetings. If the grant is approved, the CIO provides the funding requested. The funds raised and grants approved are communicated within the school community.

From time to time the trustees may decide to raise funds for the benefit of another registered charity. In this case, a specific activity is identified and communicated for this purpose and only the funds raised from that activity are paid to that other charity.

During the period covered by this report (1 Sept 20 – 31 Aug 2021), fundraising activities were limited (compared to previous years) due to COVID 19 restrictions.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We, as trustees, decide as a committee how to spend the funds we raise. This is done by considering and voting on the grant applications submitted by the School. We may undertake some longer term projects depending on the needs identified to advance the education of pupils at the School. For example, funding a food technology classroom fit-out. These may require funds to be raised over a longer period.

Also, a trustee may nominate a registered charity to raise funds for by undertaking a specific activity. This nomination is considered and voted on by the committee.

We are grateful for the many hours parents have volunteered in helping the CIO undertake its fundraising activities. Without their valuable contribution of time, energy and expertise we would not be able to achieve so much.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Friends of St. Andrew's School, Woking has operated for many years and registered as a charitable incorporated organisation with the Charity Commission in July 2019.

Due to restrictions imposed due to Covid 19 in March 2020, very limited activities and fundraising events were able to take place during the period covered by this report, 1 Sept 2020-31 August 2021.

In anticipation of being able to hold the School Ball in July 2021, £8,772 in ticket sales was raised, however, unfortunately the event had to be postponed until July 2022, and the monies have in the meantime been held in the CIO's bank account.

Further monies were raised mainly via Easyfundraising, sales of branded products and Christmas cards.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees decide as a committee how to spend the funds raised. This is done by considering and voting on the grant applications submitted by the school. When deciding on whether to approve the grant applications, the trustees consider, amongst other things, the subject of the grant expenditure, the amount, value for money and the number and age of pupils that will benefit from it.

In addition, the trustees aim to retain a level of reserves which is sufficient to organise and fund the next planned, large, fundraising event.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's main source of funds is from holding events for the benefit of the school community. FoSA organises socials and events for the parents, children and staff of St. Andrew's School, Woking. It charges a fee for attendance and participation in these events and also sells items at a profit at these events e.g. food and drinks.

During the period of this report (1 September 2020-31 August 2021), very limited fundraising activities were able to take place due to the restrictions imposed due to the Covid 19 pandemic.

Section F Other optional information

As a CIO, Friends of St. Andrew's Woking confirms that it has not provided any guarantee during the period. Therefore, there are no potential liabilities under any such guarantee as at 31 August 2021.

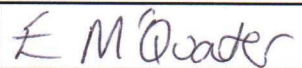

Additionally, there is no debt outstanding at 31 August 2021 which is owed by the CIO and secured by an express charge on any of the CIO assets.

We hope to continue holding events for the benefit of the school and its community as soon as the restrictions imposed due to Covid 19 are sufficiently relaxed.

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|---|
| Signature(s) |  |  |
| Full name(s) | Elizabeth McQuater | KAREN THEUNISSEN |
| Position (eg Secretary, Chair, etc) | Trustee | TRUSTEE |
| Date | 14 June 2022 | |



Receipts and payments accounts

For the period
from

01-Sep-20

To

31-Aug-21

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Transfer of funds raised prior to registration | - | - | - | - | 2,144 |
| Events income - current year | - | - | - | - | 13,824 |
| Events income - future years | 8,772 | - | - | 8,772 | - |
| Commission based income | 636 | - | - | 636 | 947 |
| Donation income | 181 | - | - | 181 | 134 |
| Items sold | 418 | - | - | 418 | 407 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 10,007 | - | - | 10,007 | 17,456 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 10,007 | - | - | 10,007 | 17,456 |
| A3 Payments | | | | | |
| Donations paid to St Andrew's School | - | - | - | - | 6,000 |
| Cost of running events | 949 | - | - | 949 | 10,547 |
| Miscellaneous expenses | 111 | - | - | 111 | 162 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 1,060 | - | - | 1,060 | 16,709 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 1,060 | - | - | 1,060 | 16,709 |
| Net of receipts/(payments) | 8,947 | - | - | 8,947 | 747 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 747 | - | - | 747 | - |
| Cash funds this year end | 9,694 | - | - | 9,694 | 747 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|----------------------|-------------------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Current account balance | 9,694 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 9,694 | - | - |
| | | | | |

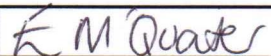
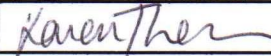
| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | | | |
| Details | | | |
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |

| | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|--------------------------------|-----------------|-----------------------------|
| B3 Investment assets | | | |
| Details | | | |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |

| | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|--------------------------------|-----------------|-----------------------------|
| B4 Assets retained for the charity's own use | | | |
| Details | | | |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |

| | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|------------------------------------|--------------------------|------------------------|
| B5 Liabilities | | | |
| Details | | | |
| | | - | |
| | | - | |
| | | - | |
| | | - | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|--------------------|------------------|
|  | Elizabeth McQuater | 14/06/22 |
|  | KAREN THEUNISSEN | 14/06/22 |

Friends of Halstead St. Andrew's School

England & Wales - Charity number 1184432

Accounts

Trustees' Annual Report for the period

| | | | |
|-------------------|----|-----------------|--------|
| Period start date | | Period end date | |
| From | 16 | July | 2019 |
| | | To | 31 |
| | | | August |
| | | | 2020 |

Section A Reference and administration details

| | |
|---|--|
| Charity name | Friends of St. Andrew's School, Woking |
| Other names charity is known by | FoSA |
| Registered charity number (if any) | 1184432 |
| Charity's principal address | C/O St.Andrew's School, Woking |
| | Church Hill House, Wilson Way |
| | Woking |
| | Postcode GU21 4QW |

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 | Lesley Hill | | | |
| 2 | Elizabeth McQuater | | | |
| 3 | Karen Theunissen | | | |
| 4 | | | | |
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| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity’s trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution adopted at registration on 16 July 2019. |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed charity trustees may be appointed or reappointed at a meeting of the charity trustees. Ex officio trustees are elected as class representatives by the parents of each year group. A nominated trustee may be appointed by the Board of Governors. |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

| |
|--|
| |
|--|

Summary of the objects of the charity set out in its governing document

The objects of the CIO are:
 (1) to advance the education of pupils within St. Andrew's School, Woking ("the School"), in particular, by assisting with the provision of facilities not provided by the School for education at the School and by any other means deemed appropriate to advance education of the pupils at the School by the Trustees in exercise of their discretion.
 (2) to advance such charitable purposes (according to the law of England and Wales) as the Trustees see fit from time to time by provision of funds and non-financial support to other registered charities from time to time.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The CIO holds regular meetings throughout the school year to decide and plan events for the staff, pupils and parents of the school. In planning our activities, the trustees had regard to the guidance issued by the Charity Commission on public benefit.

Funds raised from these events are held in its bank account. From time to time the school makes applications for grants for specific items of expenditure for the advancement of the education of its pupils. The CIO considers these applications during its regular meetings. If the grant is approved, the CIO provides the funding requested. The funds raised and grants approved are communicated within the school community.

From time to time the trustees may decide to raise funds for the benefit of another registered charity. In this case, a specific activity is identified and communicated for this purpose and only the funds raised from that activity are paid to that other charity.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We, as trustees, decide as a committee how to spend the funds we raise. This is done by considering and voting on the grant applications submitted by the school. We may undertake some longer term projects depending on the needs identified to advance the education of pupils at the school. For example, funding a food technology classroom fit-out. These may require funds to be raised over a longer period.

Also, a trustee may nominate a registered charity to raise funds for by undertaking a specific activity. This nomination is considered and voted on by the committee.

We are grateful for the many hours parents have volunteered in helping the CIO undertake its fundraising activities. Without their valuable contribution of time, energy and expertise we would not have been able to achieve so much.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Friends of St. Andrew's School, Woking has operated for many years and is pleased to have now registered as a charitable incorporated organisation with the Charity Commission.

In the first term of the academic year, the Charity held a Quiz Night for parents and staff of the school. This was followed by a Movie and Pizza Night for the children of the school. We then held a Fireworks Evening for the parents and children. The term ended with a Christmas Soiree for the parents and teachers.

We held a disco for the children in the Easter term.

No further events were held because of the restrictions imposed due to Covid 19 in March 2020.

The funds raised from these events totalled £3,277.

Further monies were raised mainly via Easyfundraising, sales of branded products and Christmas cards.

The Charity paid the school £6,000 for the fit-out of the food technology classroom. This completed its commitment to the school in this regard.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees decide as a committee how to spend the funds raised. This is done by considering and voting on the grant applications submitted by the school. When deciding on whether to approve the grant applications, the trustees consider, amongst other things, the subject of the grant expenditure, the amount, value for money and the number and age of pupils that will benefit from it.

In addition, the trustees aim to retain a level of reserves which is sufficient to organise and fund the next planned, large, fundraising event.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's main source of funds is from holding events for the benefit of the school community. FoSA organises socials and events for the parents, children and staff of St. Andrew's School, Woking. It charges a fee for attendance and participation in these events and also sells items at a profit at these events e.g. food and drinks.

We are pleased to have completed this year a long-term funding objective by fully paying for the fit-out of the new library and food technology classroom.

Section F**Other optional information**

As a CIO, Friends of St. Andrew's Woking confirms that it has not provided any guarantee during the period. Therefore, there are no potential liabilities under any such guarantee as at 31 August 2020.

Additionally, there is no debt outstanding at 31 August 2020 which is owed by the CIO and secured by an express charge on any of the CIO assets.

We hope to continue holding events for the benefit of the school and its community as soon as the restrictions imposed due to Covid 19 are sufficiently relaxed.

Section G**Declaration**

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

Signed on behalf of the charity's trustees

| | | |
|--|--------------------|--|
| Signature(s) | <i>E. McQuater</i> | |
| Full name(s) | Elizabeth McQuater | |
| Position (eg Secretary, Chair, etc) | | |
| Date | 17 May 2021 | |



Receipts and payments accounts

CC16a

For the period
from

16-Jul-19

To

31-Aug-20

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| | - | - | - | - | - |
| Fundraising income prior to 16 July 2019 | 2,144 | - | - | 2,144 | - |
| Events income | 13,824 | - | - | 13,824 | - |
| Commission based income | 947 | - | - | 947 | - |
| Donation income | 134 | - | - | 134 | - |
| Items sold | 407 | - | - | 407 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 17,456 | - | - | 17,456 | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 17,456 | - | - | 17,456 | - |
| A3 Payments | | | | | |
| Donations paid to St Andrew's School | 6,000 | - | - | 6,000 | - |
| Cost of running events | 10,547 | - | - | 10,547 | - |
| Office administration expenses | 162 | - | - | 162 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 16,709 | - | - | 16,709 | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 16,709 | - | - | 16,709 | - |
| Net of receipts/(payments) | 747 | - | - | 747 | - |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | 747 | - | - | 747 | - |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|----------------------|-------------------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | | | | |
| | Current account balance | 747 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 747 | - | - |

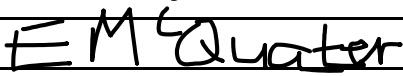
| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|----------------|--|--|---|
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|----------------|--|------------------------|-------------------------------------|
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|----------------|--|------------------------|-------------------------------------|
| B4 Assets retained for the charity's own use | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|----------------|--|----------------------------------|--------------------------------|
| B5 Liabilities | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|--------------------|-------------------------|
|  | Elizabeth McQuater | 17/05/2021 |
| | | |