



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	April	2023		31st	march	Year 2024

## Section A Reference and administration details

Charity name	English For All
Other names charity is known by	
Registered charity number (if any)	1184976
Charity's principal address	8 Manor Road
	Benton
	Newcastle upon Tyne
	Postcode NE7 7XS

### 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	Munir Ahmed	Treasurer		Quorate of group
2	Lesley Dolman	Chair		"
3	Mohaned Elnour			"
4	Chloe Fox			"
5	Kenza McCullough			"
6				
7				
8				
9				

### 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)	CIO Foundation
How the charity is constituted (eg. trust, association, company)	CIO – Charitable Incorporated Organisation - formed July 2019
Trustee selection methods (eg. appointed by, elected by)	Selected from interested parties (previous students / volunteers included) Appointed by a resolution passed by a quorate of trustees at a properly convened meeting of the charity trustees.

## 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.

New trustees receive induction, an information pack and links to Charity Commission documents. Also access to an established trustee for support. As part of the charity's strategy we have adopted a subcommittee model (which includes both core and wider members of the charity) as a way of delivering on roles and responsibilities. This supports us in monitoring our work and promoting effectiveness.

Development of 3 subcommittees (Finance, Governance, and Social impact) to report to Chair (Chair on one committee only). Subcommittee needs at least 1 trustee, plus 2 others from volunteers, staff, students or wider community.

Established policies to be reviewed and updated annually i.e. Financial Management and includes a number of additional policies/procedures such as, Equity, Diversity and Inclusion, Safeguarding, Online, Health and Safety, GDPR, Volunteering, Environmental, Risks and Whistle Blowing. To consider additional policies as they become relevant i.e., social media etc.

In addition, a skills audit was conducted to reflect on Trustee skills and allow us to address any gaps.

The structure of the charity aims to be non-hierarchical and to promote equal voices across the board although the Chair has a remit of regard (responsibility).

Participatory principles – equal voice, students participate in choice of curriculum and activities. Charity welcomes partnerships/projects with other organisations/wider community.

English For All enjoy a number of collaborative relationships with local organisations such as Tyne & Wear Archives and Museums, BALTIC Contemporary Art Gallery, Newcastle Council in addition to other charities supporting asylum seekers and refugees such as, West End Refugee Service, Community Foundation and Host Nation. These are described in greater detail below.

A major risk to the charity is funding shortfalls. This is being addressed through organisation of grant applications/proposals and development of a funding pipeline aligned with the budget and working towards diversifying our funders.

Cost of living increases also have an impact.

Meeting and/or adapting to sudden increases in changing needs or numbers of participants, such as responding to an increase in Work and Thrive and Jobcentre referrals. This was managed through our volunteer support and the flexibility of the team in sharing the workload of an additional class.

As far as possible we mitigate against risk with appropriate policies and

working practices. Where necessary, external advice is sought to supplement internal expertise such as laying clear operational foundations in order to strengthen the charity's resilience.

## Section C

## Objectives and activities

C

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

To advance the education and training of those seeking asylum and refugees and migrants in need, within Newcastle (and the wider area at discretion of Trustees).

Objects include provision of ESOL (English as a Second or Other Language) programmes, information and signposting, and - as part of our objective enabling access to learning, and budget permitting - some assistance with travel fares for those in need and housed in outlying areas.

Our approach supports participants to gain language skills, confidence and connectedness and the opportunity to thrive.

The charity's main activities – aims to offer and develop English classes, conversation groups and expanded volunteer support from a Newcastle upon Tyne based charity. Also to promote a strong base that values English Language provision across the area, helping to meet needs of the most disadvantaged and marginalised migrants.

In setting our objectives and planning our activities, English For All Trustees have responded to the Charity Commission's general guidance on public benefit and, in particular, promotion of access to education for refugees, asylum seekers and migrants in the Newcastle area (Tyne and Wear).

A range of different groups have continued to benefit from our work: ESOL learners can find out about any available classes to meet their needs, including online provision.

Since moving to the Divercity Hub the charity has established a strong presence in the community and, two years on from this new partnership, continues to develop its services:

- continuing online ESOL provision in addition to in-person classes
- meeting and/or adapting to diverse or changing needs such as responding to an increase in Work and Thrive and Jobcentre referrals
- raising awareness of this vulnerable group, promoting our purposes and ESOL learning, and acting with sensitivity and respect
- widening our partnerships

Through development of their knowledge of English and increased confidence, participants gain agency over their lives in a new country.

*"I wanted to let you know that I had planned to meet you one last time. The reason is that I have some great news to share – I've finally managed to secure a job! I wanted to take this opportunity to express my gratitude to both you and T in person. Could you please inform T about it and convey my sincere appreciation to her? Your support and efforts have played a crucial role in my journey." (BA)*

**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 online women's group has continued with steady numbers and continued interest. Some are unable to attend the in-person classes and the women's group is their only opportunity to speak English. Long-lasting relationships have formed with several participants.

Through our partnerships, benefits have been extended to other organisations involved in supporting ESOL learners, for example, a better understanding of effective ESOL provision, improved and more sensitive advice offered to service users, and development of skills. These are illustrated in more detail below (please see Achievements and Performance) and include our work with Newcastle City Council, Sanctuary and Arts Culture Network. Tyne and Wear Archives and Museums, World Jewish Relief and Virtual School.

It is our experience that displaced people are extremely keen to learn, work and contribute to the society in which they have sought sanctuary and are therefore committed to acquiring English. The long-term benefits of laying the foundations for integration and participation through the learning of English, are clear.

### 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.

**Volunteers** are integral to our work and are greatly valued. Their support makes it possible to run our service, assisting the teaching staff, working with individual participants and often acting as interpreters.

T, a committed volunteer who has supported us since our inception was *"looking for some way to be of service to others as I'm retired and this support for others gives me a feeling of purpose and usefulness in my life. I have sympathy for the situation in which asylum seekers have found themselves and am pleased to show them they are welcome in this country."*

D started volunteering as a teaching assistant in early 2023 hoping to *"... gain experience teaching English so that I can progress with my career....and improve my teaching skills and help people trying to settle into their new home"*. With the guidance of our teachers, he supported 1-1 in class and worked with small groups. D's reliability and commitment added to the resilience of the charity. He has since found a paid teaching position.

K, a volunteer teacher, and H, a student she has worked with, have been producing a public transport guide for those new to the city. Another volunteer, J, has done some teaching in the evening classes.

Our Volunteer Project, set up to facilitate opportunities for sanctuary seekers through volunteering, offers induction and training, and cultivates skills and personal development.

Wider local partnerships and volunteering opportunities have been promoted, such as Tyne and Wear Archives and Museums' Multaka Project where student-volunteers facilitate conversations on shared culture, history, belonging.

Also with Tyne & Wear Archives & Museums, the "Conversation Box" we curated, relating to Newcastle's heritage and designed to inspire conversation and create connections for those newly resident in the area, has become part of the museum's "Boxes of Delight" educational loans service. Volunteers will be trained to deliver community sessions.

5 volunteers have been inducted in collaboration with the local grassroots organisation, Conversation Group.

In spring 2024 we visited the Language Cafe at the Baltic which provides an inviting space for language learners to practice and improve their skills as well as taking part in accessible art sessions and to share food. As a

result of our feedback we have been invited to provide training for their volunteers. This is scheduled to begin in November 2024.

EFA have regularly accessed the support of Newcastle Volunteer Coordinators at Connected Voice. This has been invaluable, enabling us to strengthen our network and collaboration with other local organisations.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

From April 2023 - The charity continues to review governance and management priorities, seeking external support via Community Foundation etc. We continued with policy development, IT skills (through a unification of admin and communication using Teams), as well as increasing networking, collaborations to develop volunteering, and sharing more information on a range of issues, such as:

- accounting for diverse needs - more advanced language learners, women only classes, unaccompanied young asylum seekers
- continued reliance on temporary hotel provision for asylum seekers resulting in a very negative impact
- Government rhetoric / policy creating an increasingly more hostile environment for migrants overall

The trustees knew that the charity would require a more stable financial / fundraising platform in order to build a resilient future. An experienced friend of the charity provided advice and fundraising support which led to several successful grant applications, realising just over £30,000.

**Online classes:** EFA has continued to grow and, through our programme of online lessons, activities and projects (beginners, women's, evening conversation, 1/1 additional support) have had a positive impact on participants:

*"Joining Wednesday online lessons for two hours expanded my vocabulary, improved grammar, and boosted overall language proficiency. Now I feel more confident expressing myself in various contexts, whether it be professional communication or everyday conversations. One of the most remarkable outcomes of participating in this language program has been the substantial boost in my self-confidence. As a non-native speaker it was not easy to overcome my fears to communicate with natives. Now, I am studying master's degree at Newcastle University. The investment of time and effort of this program has proven to be invaluable, and I wholeheartedly recommend it to anyone seeking help." (SA)*

*"It's been an wonderful time with you. I enjoyed a lot and I learned a lot from you. Before I joined the conversation, I thought I would never speak flexible like now I can. I am so pleased that I found you. You all are very much helpful and all the topics were so fruitful and interesting to me. I want to attend your women's conversation again that I can practice my English with you. It will be great opportunity for me to attend the class again. After doing women's conversation I really feel confident and easily can communicate with other. So I really appreciate it and I liked the your way conversation. Thank you so much for giving me this opportunity. Thanks a lot. (H)*

**In-person class** attendances (for all levels of English, small groups, 1-1

and advanced evening conversation) have also increased, and an additional class was set up at the beginning of the year in response. This has proved extremely popular. Through visits and workshops with the Discovery Museum, Laing, and Baltic galleries and other local places such as Summerhill Community Gardens, Grainger Market, Beamish Museum, and St. Nicholas' Cathedral, we aim to provide our students with enriching experiences, to learn more about their new environment and its cultural heritage, and thereby engender connections to Newcastle. *"I'm so happy to attend English For All. The well-experienced teachers are all very welcoming and they have a sensitive approach with the students. I love both the traditional classes and the educational outings. My English skills are improving in a nice, friendly and fun environment."* (M)

The charity's wider, extra-curricular social/cultural events were all well-attended and included a community film screening of Ken Loach's 'The Old Oak' at Tyneside Cinema; the annual community picnic in Leazes Park; a ladies afternoon tea at Cullercoats and the winter/end of year party.

Our central objective – offering entrance to education to those encountering barriers to it - is enhanced by our relationships with cultural and educational organisations. They broaden our reach and innovate the services and opportunities we are able to offer. As such, we welcome new collaborations and partnerships and have strengthened existing ones such as: Kittiwake Trust, Great North Museum, Hancock, Tyne & Wear Archives & Museums, Kings College London, and those supporting displaced and disadvantaged people (e.g. Host Nation, West End Refugee Service). Students have gained valuable support and benefitted from these wider resources and connections.

In addition:

World Jewish Relief asked us to deliver a six week "English for Work" course (July – September 2023).

In response to the rise in referrals by Newcastle Virtual School for unaccompanied asylum-seeking children, we delivered an additional 2 classes per week.

We welcomed new referrals via the active Inclusion Officer, Work & Thrive (Newcastle upon Tyne), Jobcentre Plus, Refugee Council and Newcastle College.

With Tyne & Wear Archives & Museums the charity continued to develop a "Welcome to Newcastle" project, curating a "Conversation Box" of objects relating to Newcastle's heritage. A curriculum was designed around the objects which are used to promote discussion and inspire conversation through making personal and cultural connections. It is now part of the museum's educational loans service and was promoted at the Multaka and Sanctuary Award celebration event in April 2024 at the Great North Museum: Hancock. The success of the Multaka Project, where student-volunteers facilitate conversations on shared culture, history and belonging, was celebrated.

English For All delivered training at the Sanctuary and Arts Culture Network sharing and promoting participatory approaches to ESOL which was well-received. Partners have suggested we apply for Sanctuary Award status.

At the beginning of 2024 we were invited by Newcastle City Library to submit a proposal to create a set of pre-prepared lessons designed

## Section D

## Achievements and performance

for self-directed and collaborative English language learning in the community. We are awaiting a response to the proposal.

Networking and sharing has increased across arts and ESOL groups such as the ESOL Forum and Sanctuary and Culture Network.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Our reserves policy is to hold 4 months' of salary expenses plus significant project costs.

Change to staffing structure may require different levels of reserve. This is to be decided by trustees.

### Details of any funds materially in deficit

### 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.

This year has marked an increase in income.

An independent examiner was brought in to examine the accounts and report to the trustees.

A crowdfunder raised £5017 for our digital access project to support students with refurbished tech (mobiles, tablets) when need arises. SIM cards with 6 months of free data have been distributed following another successful application relating to digital inclusion.

## Section F

## Other optional information

The still-felt loss of our Chair and co-founder, Philip, did impact on strategy, however, with the support of the team, trustees, volunteers and our wider network of relationships, the charity has continued to develop, as already described.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s) LP Dolman

<b>Full name(s)</b>	Lesley Patricia Dolman	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	16.12.2024	



English For All  
Registered Charity 1184976  
8 Manor Road Benton Newcastle Upon Tyne NE7 7XS

Consolidated Accounts for the year ending March 2024

		Unrestrict ed Funds	Restricted Funds						Totals	Totals
			William Leech Fund	The Hilden Charitable Fund	Newcastle City Council	J Knott	National Lottery	Barbour	2023-24	2022-23
		£	£	£	£	£	£	£	£	£
<b>Retained Surplus b/f</b>		<b>11207.90</b>	<b>2190.93</b>	<b>1266.67</b>					<b>14665.50</b>	<b>10311.96</b>
<b>INCOME</b>										
	Grants	0.00			5000.00	3080.33	3333.33	250.00	11663.67	20250.00
	Fund Raising	0.00							0.00	1000.00
	Donations	1419.99							1419.99	4855.24
	Services	8632.00							8632.00	1500.00
	Gift Aid	1090.20							1090.20	0.00
<b>Total Income</b>		<b>11142.19</b>	<b>0.00</b>	<b>0.00</b>	<b>5000.00</b>	<b>3080.33</b>	<b>3333.33</b>	<b>250.00</b>	<b>22805.86</b>	<b>27605.24</b>
<b>EXPENDITURE</b>										
	Teaching /Salaries	14036.66		1266.67	5000.00	3080.33	3333.33		26717.00	21120.00
	IT/Tele Communications	0.00	1500.78						1500.78	70.72
	Travel	32.85	155.60						188.45	97.60
	Refreshments	117.30							117.30	129.70
	Stationery/Printing	0.00	166.40						166.40	205.22
	Training/Resources	0.00	368.15					250.00	618.15	343.38
	Rent/Hire	1655.00							1655.00	1275.00
	Governance	310.37							310.37	10.08
	Misc Expenses ( Admin)	39.00							39.00	0.00
	Accountancy	375.00							375.00	0.00
<b>Total Expenditure</b>		<b>16566.18</b>	<b>2190.93</b>	<b>1266.67</b>	<b>5000.00</b>	<b>3080.33</b>	<b>3333.33</b>	<b>250.00</b>	<b>31687.45</b>	<b>23251.70</b>
Surplus /(Deficit)		-5423.99	-2190.93	-1266.67	0.00	0.00	0.00	0.00	-8881.59	4353.54
<b>Prepaid Grants for 23/24</b>						6160.67	16666.67	1250.00	24077.33	0.00
<b>Retained Surplus c/f</b>		<b>5783.91</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6160.67</b>	<b>16666.67</b>	<b>1250.00</b>	<b>29861.24</b>	<b>14665.50</b>