



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	22		31	08	23

Section A Reference and administration details

Charity name

Slovak School and Community Manchester

Other names charity is known by

Registered charity number (if any) 1185004

Charity's principal address

2 Silchester Drive

Manchester

Postcode

M408NT

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	Anna Pazdurova	Chairman, Founder, Treasurer	1.7.2019	Trustee themselves, Previously trustee o Czech and Slovak School and Community Manchester
2	Sandra Nazarej	Trustee, Online Manager Warrington Manager	From 1.1.2021	Trustee Themselves
3				
4	Daniela Bessassi	Childsafety Protection Officer	1.7.2020 – 31.12.2022	Trustee themselves
5	Lucia Potocna	PR, Events	1.3.2020-30.6.2022	Trustee themselves
6	Ingrid Harandzda	Manchester School Operations	30.6.2022- present	Trustee themselves
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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
Miroslava Matusikova	From Jan 2024

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Anna Pazdurova - Chairman

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organization
Trustee selection methods (eg. appointed by, elected by)	Appointed by the charity trustees, members of our community are always welcome and invited to step forward to become trustees TAR March

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 organisation has adopted all required policies.
The trustees meet on a regular basis and manage all activities of the charity in accordance with the constitution.
There are policies in place such as: Safeguarding and Child Protection Policy, Safe Recruitment policy based on principles outlined in Constitution of CIO Slovak school and Community Manchester
The charity cooperates on contractual basis with 5 -6 teachers (Incl online). Organization also cooperates with universities in Slovakia and we are providing teacher training via Ministry of Education in Slovakia, Manchester Council – Supplementary Schools Department.
The school cooperates with other Slovak Schools in the UK as well and is a member of the Association of Slovak Schools in the UK.
SCCM also cooperates with other Charitable organizations in the UK and actively supports care homes with "act of kindness" activities with children.
The charity also works closely with the Embassy of Slovakia in London.
The major risk to our activities frequent lack or limited number of suitably qualified teaching staff, so we are on a constant look-out for new colleagues.

Section C Objectives and activities

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

<p>I. To advance education for the public benefit in particular but not exclusively in the language, history, geography, the arts, culture and heritage of <u>Slovakia</u> by:</p> <ul style="list-style-type: none"> • teaching the <u>Slovak</u> language and <u>Slovak</u> history and geography to children, young people; • teaching <u>Slovak</u> language to adults; • promoting and organising events that support <u>Slovak</u> culture, art and folklore; and • organising educational trips for children and young people. <p>II. The promotion of social inclusion for the public benefit among people who are nationals of Slovakia settling in the North West region of England who are socially excluded on the grounds of language and their social position by providing:</p> <ul style="list-style-type: none"> • education and training in the English language; • support and general advice; and • social and recreational facilities and events involving the local community.

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)

<p>When planned and organized our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The main focus of our activities was on the education of the children, sustaining national heritage and teaching them the Slovak language. The charity ran 7 classes including adult classes Slovak. Active classes and online: 1 class preschool kids – class “Motyliky” , class “Sovicky” Adults class 1, English class 1-1 – 1 class, Beginner one to one 1 class, Intermediate online 1 class, Upper intermediate online 1 class, . In total, we had up to 35 children enrolled, up to 25 active. All children lessons were held at Manchester Communication Academy on Saturdays term-time. We held events too Weekly sessions in premises lasted of 3 hours each, online classes max 2 hours depending on age group.</p> <p>Signification miles stone for school was Covid 19 situation and we have been still affected by loss of students during Covid which has never returned to original pre-Covid state, Also the fact we haven'ts received grants from any government in previous periods created significantly challenging situation and had to use reserve funds. We got grants from Slovakia during this reporting period and we covered loses from last period from then and we will also save it as reserves. Therefore volunteers and trustees were not paid any expenses and we involved many volunteers to ensure our organization is running smoothly. In addition we had to Erasmus students hence this had massive impact on finance balance. Half of students decided to continue online which has been positive fact for school long term and for the future. This had significant impact of school and community finances, but we supported community request to our best abilities.</p> <p>For the whole Slovak community, we organised a number of expats events, for children, whole families as well Slovak adult population. Regarding events, we managed to make Carneval , May Day and Saint Nicolas Day. We hosted 40 children from Slovakian Charity in 2022 for full day of program and food and networking who came to visit UK covered by Slovakian Charity. In March 2023 we hosted Slovak Theatre in London and co-organized theatre performance at our premises. The highlight of events was St Nicolaus day where “Santa” was traveling all</p>
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<p>over to Manchester in costume and delivered presents as alternative to traditional folk dance events.</p> <p>We have also some small folk group of singing / dancing children in traditional dresses who perform at our activities.</p> <p>We were privileged to be featured in Slovak TV JOJ and Radio Slovakia. It was great honor to host also His Excellency Mr Lubomir Rehak in Feb 2020, Slovak Ambassador at Slovakia Embassy at premises of our school. We have now secured visit of new Ambassador in 2024.</p> <p>Our teachers took part in trainings specialized in teaching o bilingual kids – Slovakian as second language..</p> <p>Children proactively organized fundraising “Lemon-aid” Stall projects where they were fundraising money for school on internal school events. Now Lemon-aid has a break due to founders decision and transformation process to different style of fundraising and rebranding.</p> <p>At majority of events we were fundraising to cover operational costs of school.</p> <p>Volunteers assisted a lot during events and without them we wouldn't be able to organize it.</p> <p>Trustees took active part in leadership, especially at the events and acted as deputies during running of Manchester operations . Online lessons are running smoothly, there is financial risk though as they have been in loss. Aim is to cover it by grants or increase fees after responsible trustee analyses the situation.</p> <p>Our aim to try to involve more our community during our events and lessons. That said, we are very grateful to the parents of the children enrolled at the school who support our events with contributions to our food stalls or tombolas and who help with some of our events.</p> <p>For unexpected situations, although we do not have an official policy on reserves, we monitor our cash flow very carefully and always have funds to cover the vital costs during the year, such as rent and teachers' payments. Thanks to reserves we survived this year and we hope to get grants for next years.</p> <p>We plan to continue cooperation with local charities and actively promote social inclusion which is our purpose and passion of our people.</p>
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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.

Main income of the school is from the school fees. We keep them to the bare minimum as we want the school to be affordable to the widest possible community. The fees have remained on the same level since the school opened

The fees are supplemented by our fundraising events and activities during our events, such as tombolas, children performances food donations to our food stalls, etc.

WE are grateful for regular volunteers who helped to run school successfully online and offline.

Our aim is to increase marketing levels to attract more community, organize more events and apply for funding to be able to deliver quality events for community to feel like “at home” and make lasting connections and friendships.

Section D

Achievements and performance

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Summary of the main achievements of the charity during the year

The trustees endeavour to continue the successful management of the school, which has grown significantly since its foundation and has established itself as major and the only one Slovak community in the North West with Children from radius of 100 km and online children from all over the UK and Scotland.

Section E

Financial review

Brief statement of the charity's policy on reserves

There is no official policy on reserves, however we proactively keep charity operating charity model in way that reserves are created for unforeseen circumstances. We strictly monitor our cash flow in order to support our operating charity model to create reserves and keep charity and community going thus support communities in the UK.

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.

We organize community fundraising events and we keep expenditures to minimum by keeping volunteers on site. In the future we plan to apply for grants from Slovakia office for Slovaks abroad.

Section F

Other optional information

Receipts and payments account y/e 31/8/2023

		RECEIPTS		PAYMENTS	
CHARITABLE ACTIVITIES	SCHOOL FEES	6090.00	6589.00		
	OTHER	499.00			
FUNDRAISING EVENTS	ENTRY	735.45	875.47		
	REFUND	140.02			
GRANTS INCOME		3215.00	3215.00		
DONATIONS		18.41	18.41		
<u>TOTAL</u>		10697.88	10697.88		
STAFF COST	STAFF COST (TEACHING)			4842.55	6042.55
	ACCOUNTING			1200.00	
PREMISES RENT	PREMISES RENT			2303.00	2303.00
INSURANCE	INSURANCE			0.00	0.00
COST OF CHARITABLE ACTIVITIES	ZOOM			179.88	1287.54
	MATERIAL			140.88	
	PRINTING			178.50	
	POSTAGE			67.72	
	MEETING			249.00	
	REFUND			24.50	
	REWARDS			447.06	
COST OF FUNDRAISING EVENTS	REFRESHMENTS			1002.04	1135.03
	SERVICES			77.52	
	OTHER			55.47	
MARKETING & PROMOTION	TRAVELLING			317.60	384.30
	MARKETING			30.00	
	REPRESENTATION			36.70	
BANK CHARGES	BENK FEES			3.23	3.23
<u>TOTAL</u>				11155.65	11155.65
BALANCE					-457.77

Slovak School and Community Manchester



Balance sheet as at 31.08.2023

		Period
<u>Current Assets</u>		
Cash at bank and in hand		
	Bank Account	1663.14
	Cash	81.71
Account Receivables		0.00
<u>Total Current Assets</u>		1744.85
<u>Current Liabilities</u>		
		0.00
<u>Total Current Liabilities</u>		0.00
<u>Total Assets Less Current Liabilities</u>		1744.85
<u>Capital and Reserves</u>		
	Retained Earnings	2202.62
	Current Year Earnings	-457.77
<u>Total Capital Reserves</u>		1744.85

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)	Anna Pazdurova	Mirka Matusikova
Position (eg Secretary, Chair, etc)	Chair, Acting Treasurer	Trustee
Date	30 th June 2024	