



***Dyspraxia Education***

***Annual Report 2023***

## **Trustees**

During the period :

<b>Name</b>	<b>Appointed</b>	<b>Status</b>
Mrs Mary Prior	1 <sup>st</sup> Oct 2019	Still in post
Mr Geoff Rutherford	1 <sup>st</sup> Oct 2019	Still in post
Mr Martyn Walley	1 <sup>st</sup> Oct 2019	Still in post
Mrs Kim Hinchliffe	20 <sup>th</sup> Feb 2020	Still in post

Founder / Director: Mrs Cathy Parvin

## **Background**

*“Living with dyspraxia is hard but living in a world that doesn’t understand my dyspraxia is harder”*

Dyspraxia, also called DCD(Developmental Co-ordination Disorder) is a complex, hidden medical condition which not only affects a child’s co-ordination but also other areas such as, perception, sensory processing, organisation and handwriting. It has a profound impact on the child in all areas of life from learning in school, playing football, making friends and even sleeping at night.

Surprisingly, the number of children with DCD is high, yet the awareness, even amongst key professionals remains poor. Approximately 6% of children aged between 5-11 years are affected with 2% being severely affected. This means that in every class there are approximately 2 children with dyspraxia.

Due to this poor awareness of the condition, many children are not recognised as having dyspraxia and are assumed to have behavioural issues, frequently being disciplined for behaviour that is part of their condition. After her daughter’s diagnosis of this condition, Cathy Parvin experienced this lack of awareness first-hand.

Realising the very professionals she turned to for support had not received adequate training and did not have sufficient working knowledge to offer the support her daughter needed.

1 <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1847727/>)

It remains that few Initial Teacher Training courses offer any training in dyspraxia and concerningly, many SENDCOs ( Special Educational Needs and Disability Co-ordinators) admit to feeling that they lack training and knowledge in this condition. The end result is considerable silent suffering of misunderstood children falling through the net. Seeing this deficit in training and more importantly, the profound detrimental impact of this on her daughter, Cathy Parvin set up Dyspraxia Education in 2013. Originally a “Not for profit”, social enterprise called Dyspraxia Education Limited, it was converted into a charity in October 2019.

The charity recognises that addressing this universal lack of awareness, amongst parents/carers, educationalists, health professionals and the wider community is absolutely fundamental in allowing children living with dyspraxia to thrive. To resolve this deficit, Dyspraxia Education offers training and specialist support to teaching staff, professionals and

parents/carers. The ultimate goal being that every child with dyspraxia/ DCD will have teachers/professionals/parents/carers who are equipped and well trained to support them.

## **Objectives**

For the public benefit of supporting children and young people affected by Dyspraxia / DCD (Developmental Co-ordination Disorder) in early years foundation stage, primary, secondary and tertiary education. Achieved by providing support, advice, education and training for families, teaching staff and professionals working with children and young people

## **Structure, governance and management**

Dyspraxia Education (D.E) is a CIO with a constitution. It was originally run as a “Not for Profit” company but converted to a charity in October 2019. Cathy Parvin founded it in 2013 and ran it alone until she approached three trustees in 2019. The first trustee meeting was held on 8th November 2019. There was then a period of overlap between the company ceasing to operate and the charity becoming fully operational, with the financial handover being completed by 1st April 2020.

The four trustees have remained the same for 2023.

Cathy remained an employee until July 2023 but unfortunately there were insufficient funds to continue to employ her. So Cathy continued to work for the charity on a voluntary basis only and has kept the charity running on a day to day basis.

Currently there are 7 volunteers as shown on our website ([www.dyspraxia-ed.co.uk](http://www.dyspraxia-ed.co.uk)) who support our work immensely and for which we are extremely grateful.

All trustees, director and volunteers have access to all our policies. They are kept up to date with all proceedings via trustee meetings, a WhatsApp group and email. All trustees are issued with a login to the charity's finance software which is linked to the bank account for transparency reasons.

## **Trustee and Volunteer training and development**

Trustees do not have direct contact with children, parents, carers or teachers. This is done by Cathy. Therefore, Cathy is the Designated Safety Officer and her DSO Safeguarding Training Level 3 is current until Dec 2024. She also has an enhanced DBS on the “Update Service” which she takes whenever she attends schools or homes.

All the trustees have received some training in dyspraxia and have access to the online workshops if required. They have a really good understanding and appreciation of the challenges these children and their families face and some have lived experience.

## **Volunteers**

Jenny supports the charity in many ways by offering advice and taking the minutes in meetings. Friends helped to sew bean bags for our Jimbo Fun boxes.

Mark continues to support the charity by dealing with the finances, the IT and offers business and legal advice. He helps edit videos.

Nadeen and family continue to support the charity with many roles.

Debbie and Geoff carry out mail shots to schools when required.

Ella helped with some email marketing.

All volunteers are supervised and trained by Cathy.

### **Relationships with other agencies**

Over the years Cathy has developed excellent relationships with many other agencies, from charities, occupational therapist departments, businesses, learning support teams and outreach bases. She was also a committee member for the National Handwriting Association but decided to step down from this role due to the time needed for D.E. However she is still in touch with them and has a good relationship with both the NHA and the Dyspraxia Foundation.

### **Activities:**

#### **1. Helplines and face to face support.**

The first port of call for a parent/carer/teacher/professional, of a child or young person affected by dyspraxia is the helpline. The helpline has been maintained and has been a vital source of support for 60-70 children and their families. Approximately 350, hours of direct support has been given. Despite many difficulties due to lack of funding, support was still delivered either by zoom or when possible, face to face.

Since the pandemic many families are really struggling to get help for their child in school and are facing excessively long waits for professional help. This appears to have brought about a huge increase in families seeking help through the EHCP (Education and Health Care Plan) process. This has meant that although the number of families we help has remained at approximately 70 per year, the amount and depth of help they are receiving is considerably higher. Some families are receiving hours of help almost on a daily basis. As a charity we recognise the need to help families wherever and whenever they need us to. There is a huge lack of affordable help for these families going through this process which is extremely challenging. We found ourselves “handholding” many through this complex process. Five families were supported through the tribunal process. This led to the charity investing in further training from IPSEA to try to meet this ever-increasing need. Cathy completed this between Feb -April.

All the families we supported through this process were successful in gaining an EHCP for their child. Follow up demonstrated that when properly supported these children were happier, showed considerably less symptoms of stress. Dysregulation episodes disappeared and the children made significant progress.

In school observations and support for children continued with approximately five visits mainly to Cranham School in Worcester.

## **2. Advocating for children or young people in meetings at educational settings.**

Much of D.E's work is about developing relationships and increasing understanding for these children and young people amongst key adults in their lives. During 2023 Cathy attended both virtual and actual meetings advocating for children. This was sometimes in schools, CAMHS appointments, Community Paediatrician appointments or mediation with the Local Authorities during the EHCP process.

## **3. Training professionals such as teachers in education settings in dyspraxia/DCD and offering them ongoing support.**

Over 2023 requests for training in schools and universities slightly reduced. Some sessions were delivered live via zoom. These training sessions indirectly help hundreds of children by equipping either their teacher or parent to support them well.

Face to face training was delivered in schools but also in colleges and even at an Army training centre. The annual lecture for PE students at Worcester University was also well attended and the students particularly enjoyed asking Cathy's daughter questions about her experience at school of PE lessons. One student from Manchester University asked for advice because he was designing a game to help children develop fine motor skills. A few online workshops were bought by schools and one college.

## **4. Sale of the motor skills programme called Jimbo fun.**

Sales of Jimbo Fun and Junior Jimbo Fun Motor Skills for Handwriting continued and feedback was excellent.

## **Achievements**

- Continuation of the charity given the huge financial challenges it faced.
- Delivering in excess of 300 hours of direct support to 70 children and families
- Giving advice to schools regarding children with dyspraxia and how to help them
- Several handwriting assessments and in school observations which involved giving specific advice to parents and teachers.
- Delivery of several live online seminars and face to face training sessions.
- "Filling the gap" for parents facing excessively long waits for professional help with their child or when they are turned away because their child was not deemed "severe" enough to join the excessively long waiting list for professionals. However they were still facing significant daily challenges with nowhere to turn to for help.
- Completion of IPSEA training to enable us to help those going through EHCP application process.

## Financial Review

Finances continue to be a major challenge. To keep the charity afloat the decision was made to not employ Cathy but for the charity to be run solely on a voluntary basis. This has saved considerable funds and allowed the charity to keep going. There are still monthly overheads and the Eveson grant and money raised from training and the sale of Jimbo Fun have helped to cover these costs.

## Declarations

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

Signed on behalf of the charity's trustees:

Signature(s)

.....

Full name(s).....

Date :-

Signature(s)

.....

Full name(s).....

Date :-

**DYSPRAXIA EDUCATION**  
**(A Charitable Incorporated Organisation )**

**Annual Report Financial Statements**  
**for the year ended 31 December 2023**

**Registered Charity Number**  
**1185572**

**DYSPRAXIA EDUCATION  
REPORT OF THE TRUSTEES  
For the year ended 31 December 2023**

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**DYSPRAXIA EDUCATION  
REPORT OF THE TRUSTEES  
For the year ended 31 December 2023**

**REFERENCE AND ADMINISTRATION DETAILS**

**Registered Charity Number:** 1185572

**Registered Office**

9 Malvern Road  
Worcester  
WR2 4LE

**Trustees**

Mary Prior  
Kimera Hinchliffe  
Martyn Walley  
Geoffrey Rutherford

**Independent Examiner**

James Wright - Anderson  
Duffy Regan Ltd  
9 Malvern Road  
Worcester  
WR2 4LE

**DYSPRAXIA EDUCATION  
REPORT OF THE TRUSTEES  
For the year ended 31 December 2023**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**  
**Governing Document**

CIO Foundation Registered 01 October 2019

The Trustees for the purpose of Charity law and throughout this report are referred to as the Trustees.

**Recruitment and Appointment of new Trustees**

Trustees are the people responsible for controlling the work, management and administration of the Charity on behalf of its beneficiaries. Generally trustees are treasurer, chair, board member. The trustees are responsible for keeping this list up to date and can do this by updating their details as they happen through the online service.

**Related Parties**

Details of related parties, and any associated transactions, are shown in the notes to the accounts.

**Risk Management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

**OBJECTIVES AND ACTIVITIES**

**Objectives and Aims**

For the public benefit of supporting children and young people affected by Dyspraxia / DCD ( Developmental Co-ordination Disorder) in yearly years foundation stage, primary, secondary and tertiary education. Achieved by providing support, advice, education and training for families and professionals working with children and young people.

**ACHIEVEMENT AND PERFORMANCE**

**Internal and External Factors**

The trustees have made a full assessment of the internal and external factors that may affect these financial statements and do not deem any factor material enough to have an impact.

## **FINANCIAL REVIEW**

### **Reserves Policy**

The trustees have set a policy to ensure that the level of available reserves is sufficient to ensure that the charity can continue during any period of unforeseen difficulty. The value of reserves each year is the figure brought forward from the previous year plus the surplus ( or loss sustained) from the current year. Funds are also required for our continued and expanding range of services The total unrestricted reserves at 31 December 2023 £2,939 (31 December 2022 £1,592)

## **TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The Charity trustees are responsible for preparing a trustees ' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources , including the income and expenditure of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles of the Charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity, and which enable them to ascertain the financial position of the charity, and which enable them to ensure that the financial statements comply with applicable law, regulations and trust deed.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The financial statements comply with statutory requirements, the governing document and the statement of recommended practice (SORP 2005).

## **SIGNED ON BEHALF OF THE BOARD OF TRUSTEES**

**Geoffrey Rutherford**

Date

**DYSPRAXIA EDUCATION**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**  
**For the year ended 31 December 2023**

I report on the accounts of the Trust for the year ended 31 December 2023 set out on pages 6 to 12.

This report is made solely to the Trustees in accordance with Sections 43 and 44 of the Charities Act 1993. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees for my examination work.

**Respective responsibilities of Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

**Opinion**

In connection with my examination, no other matter has come to our attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
**James Wright -Anderson FCCA**  
**Chartered Certified Accountant**  
**Duffy Regan & Co**  
**9 Malvern Road**  
**Worcester WR2 4LE**

**DYSPRAXIA EDUCATION**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(Incorporating Income & Expenditure Account)**  
**For the year ended 31 December 2023**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>Income and Expenditure</b>					
Incoming resources	1	7,053	-	7,053	14,994
Interest Earned		-	-	-	-
<b>Total Incoming Resources</b>		<b>7,053</b>	<b>-</b>	<b>7,053</b>	<b>14,994</b>
<b>Resources Expended</b>					
Charitable activities		5,046	3,556	8,602	27,981
Governance costs		660	-	660	600
<b>Total Resources Expended</b>		<b>5,706</b>	<b>(3,556)</b>	<b>9,262</b>	<b>28,581</b>
In Year Adjustments		-	-	-	-
Net movement in funds		1,347	-	(2,209)	(13,587)
Total funds b/f		1,592	9,533	11,125	24,712
Transfers		-	-	-	-
<b>Total Funds Carried Forward</b>		<b>2,939</b>	<b>5,977</b>	<b>8,916</b>	<b>11,125</b>

There are no recognised gains or losses in 2023 other than the result for the year.  
All activities derive from continuing operations.

**DYSPRAXIA EDUCATION**  
**BALANCE SHEET**  
**as at 31 DECEMBER 2023**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Fixed Assets		1	-	267	267
		1	-	267	267
<b>Current Assets</b>					
Stocks		276	-	276	1,170
Debtors		1,034	-	1,034	1,391
Cash at bank and in hand		2,769	5,977	8,746	10,454
		4,079	5,977	10,056	13,282
<b>Creditors</b> - Amounts falling due within one year	6	1,140	-	1,140	2,157
<b>Net Assets</b>		<b>2,939</b>	<b>5,977</b>	<b>8,916</b>	<b>11,125</b>
<b>Funds of the charity</b>					
<b>Unrestricted funds</b>	7	2,939		2,939	1,592
<b>Restricted funds</b>			5,977	5,977	9,533
<b>Total funds</b>		<b>2,939</b>	<b>5,977</b>	<b>8,916</b>	<b>11,125</b>

Approved by the Trustees and signed on their behalf by:

**MARTYN WALLEY**

**GEOFFREY RUTHERFORD**

Date .....

Date .....

**DYSPRAXIA EDUCATION**  
**NOTES TO THE ACCOUNTS**  
**31 December 2023**

**General information**

The Charity is registered in England & Wales with the charities commission.

**Statement of compliance**

These financial statements have been prepared in compliance with FRS I 02, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS I 02) (Charities SORP (FRS I 02)) and the Charities Act 2011, and the Companies Act 2006.

**1. Accounting policies**

**(a) Basis of preparation**

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**(b) Judgements and Key Sources of Estimation Uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome.

**(c) Incoming Resources**

- (i) All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.
- (ii) **Legacies and Donations** are accounted for as soon as the amount receivable has been determined.

**(d) Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

**(e) Stocks**

Stocks are valued at the lower of cost and net realisable value, after making do allowance for obsolete and slow-moving items.

**(f) Taxation**

The charity is exempt from tax on its charitable activities.

**(g) Financial Instruments**

The Charity holds the following financial instruments

- Short term trade and other debtors and creditors; and
- Cash and bank balances.

All financial instruments are classified as basic.

The Charity has chosen to apply the recognition and measurement principles in FRS I02.



**NOTES TO THE ACCOUNTS (CONT'D)**  
**31 December 2023**

Financial instruments are recognised when the Charity becomes party to the contractual provisions of the instrument and derecognised when in the case of assets, the contractual rights to cash flows from the assets expire or substantially all the risks and rewards of ownership are transferred to another party, or in the case of liabilities, when the Charity's obligations are discharged, expire or are cancelled.

Basic financial assets comprise short term trade and other debtors and cash and bank balances. Basic financial liabilities comprise short term trade and other creditors and bank loans.

Such instruments are initially measured at transaction price, including transaction costs, and are subsequently carried at the undiscounted amount of the cash or other consideration expected to be paid or received, after taking account of impairment adjustments.

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

**(h) Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

**(i) Disclosure Exemptions**

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the disclosure exemptions available under paragraph 1.12 of FRS 102, not to present a cash flow statement for the charity.

**2. Employment Costs**

The only employee of the company is Mrs C Parvin . No remuneration was paid to any of the trustees in this year or previous years.

**3. Net Income**

	<b>2023</b>	<b>2022</b>
	£	£
Net income is stated after charging: -		
Independent Examiners Fees	660	600
-	=====	=====

**DYSPRAXIA EDUCATION**  
**NOTES TO THE ACCOUNTS (CONT'D)**  
**31 December 2023**

4. Stocks	2023	2022
	£	£
Jimbo Fun Boxes	276	1,170
	=====	=====

5. Debtors: Amounts falling due within one year	2023	2022
	£	£
Other Debtors	1,034	1,391
Prepayments	-	-
	<u>1,034</u>	<u>1,391</u>

6. Creditors: Amounts falling due within one year	2023	2022
	£	£
Trade Creditors	179	1,200
Accruals	660	600
Wages	286	286
Pension	15	71
	<u>1,140</u>	<u>2,157</u>

**7. The Funds of the Charity**

	<u>As at</u> <u>1.1.2023</u>	<u>Incoming</u> <u>Resources</u>	<u>Outgoing</u> <u>Resources</u>	<u>Transfer</u>	<u>As at</u> <u>31.12.2023</u>
	£	£	£	£	£
Unrestricted Funds	1,592	7,053	(5,706)	-	2,939
Restricted Funds	9,533	-	(3,556)	-	5,977
	<hr/>				
Total	11,125	7,053	(9,262)	-	8,916
	<hr/>				

**DYSPRAXIA EDUCATION  
NOTES TO THE ACCOUNTS (CONT'D)  
31 December 2023**

**8. Contingent Liabilities**

There are no known contingent liabilities, other than those arising in the usual course of activities.

**9. Donated Services**

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers. In accordance with Accounting Standards the economic contribution of general volunteers is not measured in the accounts.

**10. Related Party Disclosures**

There are no related party disclosures for the year.

**11. Trustees Expenses for Travel and Subsistence**

Trustees did not claim any expenses in 2022 or 2023.

**12. Trustees Fees**

No remuneration was paid to the Trustees.