



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/04/2023

Period start date

To 31/03/2024

Period end date

Charity name: Teachers for Zambia

Charity registration number: 1185949

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>Teachers for Zambia (T4Z)'s purpose is to advance the education of children in Zambia by providing resources and by supporting the training of community schoolteachers through a Zambian Non-Governmental Organisation (NGO) named Training Teachers for Community Schools in Zambia (TTCSZ). T4Z registered as a Charitable Incorporated Organisation (CIO) in October 2019. TTCSZ re-registered for a second period of 5 years with Zambia's Ministry of Community Development in February 2022 (Registration Certificate RNGO/101/0601/16 ISSUE No 2).</p> <p>T4Z raises funds to support the training of unpaid, untrained volunteer teachers working in some of the poorest community schools in the Chawama and Chibolya Zones of Lusaka, Zambia. The training is organised and delivered by TTCSZ. In 2016 Zambia's Ministry of General Education (MoGE) noted that community schools play a 'crucial role' in primary school education. Thirty percent of Zambia's primary schools are community schools which are not government funded. Community schools are especially important for the education of girls, orphans and other vulnerable children living in informal housing areas.</p> <p>In summary, T4Z aims to provide resources to support the training of teachers so the cycle of impoverishment for vulnerable children can be broken.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the	Para 1.17 and 1.19	<p>T4Z's main activity is fundraising for TTCSZ. T4Z's Strategy 2021-24 included the funding of a Resource Centre for TTCSZ and prioritised the following:</p>

activities, projects or services identified in the accounts.		<p>1.To support the funding of TTCSZ programmes for the training of untrained volunteer teachers working in community schools in Zambia.</p> <p>2.To raise sufficient funds for the contractual requirements of the Resource Centre in Lusaka.</p> <p>3.To provide bursaries to support the further professional development of untrained volunteer community schoolteachers in Zambia.</p> <p>4.To support continuing development by providing funding for seminars, conferences, and teacher training workshops in Zambia.</p> <p>Funds have been raised through activities including raffles, online sale of craft items, sponsored 5k runs and participation in the Christmas Fair at Huddersfield Parish Church <i>inter alia</i>. Donations are gift aided where relevant.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity works within the public benefit guidance published by the Charity Commission. Trustees have signed the Essential Trustee (CC3) Guidance from the Charity Commission and adopted the Charity Commission Governance Code.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>T4Z's Grant Making Policy commits trustees to applying funds in accordance with its charitable purpose and objectives, as identified in its constitution.</p> <p>The sole beneficiary of T4Z's fundraising is its Zambian partner, TTCSZ. Approved grants must meet T4Z's charitable purposes and reflect priorities listed in its Grant Making Policy. These are subject to review every 3 years and are currently those identified above. Additional eligible grant requests from TTCSZ will be considered and trustees will conduct due diligence checks.</p>
Policy on social investment including program related investment	Para 1.38	Not applicable.
Contribution made by volunteers	Para 1.38	<p>All T4Z trustees are volunteers, and additional individuals are involved in active fundraising. Everyone involved in our 'sister charity' in Zambia (TTCSZ) is also a volunteer.</p> <p>Nobody is paid for donating/creating raffle</p>

		<p>prizes, staffing stalls, stewarding sponsored 5k runs or making general donations.</p> <p>The contribution of volunteers is essential to our CIO achieving its objectives.</p>
Other		<p>Both T4Z and TTCSZ have agreed common values: building trust, enhancing partnerships, inclusion of stakeholders, sharing good practices, upholding transparency, maintaining high standards and promoting sustainability. The operational activities of both charities are underpinned by these values.</p> <p>Working in partnership with a relevant in-country organisation provides T4Z with significant benefits in ensuring its charitable purposes are achieved. TTCSZ, T4Z's local partner in Zambia, has established government and school networks along with access to a wider set of volunteers who have important local knowledge, skills and experience. This means that projects can be delivered successfully.</p> <p>In terms of working relations between T4Z and TTCSZ, some trustees / committee members in Zambia and the UK have longstanding personal and academic relations. Several met whilst teaching or studying in the School of Education and Professional Development at the University of Huddersfield, UK. Others were members of the same church community in Huddersfield for over 8 years. The constitution of T4Z also stipulates that two trustees are nominated by TTCSZ. These established connections between T4Z and TTCSZ ensure the stability of the partnership and secure the successful operation of this project.</p>

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During the year 2023-24 we engaged in successful fundraising activities including a sponsored 5k run/walk, participation in a Christmas fair at the parish church and on online sale of Zambian craft items.</p> <p>Our fundraising enabled us to continue to support TTCSZ in delivering basic teacher training to a group of 25-30 volunteer schoolteachers. In addition, we met one of our aims by funding the equipping and opening of a Resource Centre currently being leased in Lusaka by TTCSZ. We are still fundraising to extend the range of</p>

		<p>resources available to support teachers and children using the Resource Centre. Resources available there include stationery and arts supplies, education reference texts for teachers and books for children, resources for use in storytelling and computers.</p> <p>The Centre hosts meetings of TTCSZ and community school representatives and provides a suitable location for the delivery of training by the Zambian team of volunteer trainers. Facilities there are also used by community schoolteachers for lesson preparation and study and for seminars and continuing professional development.</p> <p>Successful fundraising has also enabled T4Z to provide a bursary for a third community schoolteacher to study for an undergraduate degree.</p> <p>As we noted in our previous annual report, UNESCO (2015) noted that investing in teachers is a pre-requisite for the transformative power of education to occur. T4Z's investment in the professional development of community schoolteachers has encouraged this transformative process in disadvantaged communities in Lusaka. In addition to direct beneficiaries (teachers), hundreds of children in community schools have benefitted because their teachers now have additional skills and knowledge as a result of T4Z's fundraising.</p> <p>During the period covered in this report we worked with a primary school in the UK whose pupils participated in a competition to design a suitable logo for T4Z. We offered prizes and are delighted with the result.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	2023-24 was a successful fundraising year for Teachers for Zambia; we raised 80% more than in the previous year, bringing in a total of £18,507. The increase in funds has enabled us to provide a bursary for a third community schoolteacher, who enrolled for an undergraduate degree in January 2023. Funds are also available for four more bursaries to be awarded in 2025 [now priority 3 of our fundraising strategy]. The Resource Centre that we committed funds to establishing last year is now up and running [priority 2], with the Zambian training team delivering our 2024 training programme [priority 1] in this building. The increase in funds this year has also brought further stability to our charity, we have been able to increase our reserves to ensure that we can meet the commitments made to our colleagues in Zambia.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To protect the charity against a sudden and unexpected drop in income, the trustees have agreed to keep reserves of £2,500.00 to ensure the charity is able to continue to meet its commitments to meeting its aims and objectives.
Amount of reserves held	Para 1.22	£2500
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	T4Z is reliant on the generosity of individual donors and the Gift Aid from their donations. During the period covered by this report we held a successful raffle, 5k sponsored run and other fundraising events. We are working to diversify and seek a wider range of opportunities.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	T4Z's objective is to fundraise and provide resources to support teacher training activities organised by its Zambian sister charity. The 2020 global pandemic continues to present a residual challenge

		<p>whilst the UK's cost of living increases have reduced potential donors' financial capacity.</p> <p>T4Z also monitors the exchange rate of GBP and Zambian Kwacha so it can mitigate against negative movements affecting it achieving its purposes and its commitments to TTCSZ.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>The CIO's Constitution stipulates a minimum of 3 and a maximum of 10 trustees. Two of the trustees are to be nominated by TTCSZ, our Zambian sister charity. One is to be a member of the Management Committee of TTCSZ and ideally one is to be an African national (ideally from Zambia).</p> <p>Currently T4Z has 5 trustees. All were selected because of their skills, knowledge and experience in education, the voluntary sector, management or finance. Two of the 5 are from Africa.</p> <p>All share a commitment to education and a shared vision of contributing to the quality of education for disadvantaged children in Zambia. Good quality education depends on well-trained teachers. This is the key motivation which drives the trustees of T4Z.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>No new trustees were inducted during the period of this report. Policies and procedures developed prior to the registration of T4Z will be employed and, where appropriate, updated when required. When embarking on their roles, current trustees reviewed and discussed the following documents:</p> <p>CC3 The Essential Trustee: What you need to know, what you need to do CC3 The Essential Trustee: 6 Main Duties CC4: What Makes a Charity Charity Governance Code for Smaller Charities</p> <p>The specific clauses in the Constitution of T4Z referring to trustees' responsibilities (i.e., 9-16) were discussed in detail. The original trustees listed below remain in office.</p> <p>As stated in the Constitution, when there is a change of trustees, new trustees will be given a copy of the Constitution and T4Z's last Trustees' Annual Report and statement of accounts.</p>
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The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The group of trustees meets quarterly. Posts within T4Z's structure are: Chairperson, Secretary (currently vacant) and Treasurer. Secretary responsibilities are being shared by trustees. Meetings are either in person or hybrid in nature. Decisions are taken democratically following discussion. No decision-making responsibilities are delegated.</p> <p>Working groups focusing on specific tasks meet as and when required.</p>
Relationship with any related parties	Para 1.51	In 2020 T4Z and TTCSZ signed a Memorandum of Understanding outlining the roles and responsibilities of both partners. Both parties are committed to the overall target of supporting training for community schoolteachers in Zambia and will work in a collaborative and co-operative partnership to achieve this aim.
Other		

Reference and Administrative details

Charity name	Teachers for Zambia
Other name the charity uses	T4Z
Registered charity number	1185949
Charity's principal address	13 Gledholt Road Huddersfield HD1 4HD

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	Helen Jones	Chair (from 15/06/22)	23/10/19 to date	
2	Auriel le Pla	Treasurer	23/10/19 to date	Nominated by TTCSZ
3	Faith Borerwe		23/10/19 to date	
4	Lynette Hall		23/10/19 to date	Nominated by TTCSZ
5	Jolaade Idowu		23/10/19 to date	
6				
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information



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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Helen Mary Fletcher Jones	Lynette Hall
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Position (eg Secretary,
Chair, etc)

Chair	Trustee
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Date

10/01/25



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
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Receipts and payments accounts

CC16a

For the period from	Period start date 1st April 2023	To	Period end date 31st March 2024
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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					
Donations [Gift Aided]	2,340	11,315	-	13,655	6,550
Donations General	270	160	-	430	1,143
Interest received Bath BS	104			104	
Helen Book Sales	18	-	-	18	136
Xmas sales	197	168	-	365	737
Amazon Smle	22	-	-	22	28
HMRC Gift Aid repayment	1,758	-	-	1,758	1,672
Raffle	972	-	-	972	-
5k	1,183	-	-	1,183	-
Sub total (Gross income for AR)	6,864	11,643	-	18,507	10,266
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,864	11,643	-	18,507	10,266

A3 Payments

Lottery Licence renewal	20	-	-	20	20
Liability Insurance	90	-	-	90	78
5k and logo prizes and resources	94	-	-	94	-
Shipping resources to Zambia	570	-	-	570	-
Raffle Tickets	45	-	-	45	-
Transfer to Zambia	-	9,805	-	9,805	2,005
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	819	9,805	-	10,624	2,103

A4 Asset and investment purchases, (see table)

	-	-	-	-	
	-	-	-	-	
<i>Sub total</i>	-	-	-	-	-
<i>Total payments</i>	819	9,805	-	10,624	2,103
<i>Net of receipts/(payments)</i>	6,045	1,838	-	7,883	8,163
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<i>Cash funds this year end</i>			-		

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		17,469	11,196	-
		-	-	-
		-	-	-
	Total cash funds	17,469	11,196	-
	(agree balances with receipts and payments account(s))			OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 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