

TOOLS FOR TEENS

ANNUAL REPORT AND ACCOUNTS

2020-2021



REASONS TO FLOURISH



TOOLS4TEENS



A weed is a plant
that has

MASTERED

Every survival skill
except for

LEARNING

How to grow in
rows





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For The Year Ended 31 January 2021

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A collection of colorful illustrations of gardening items. At the top left is a potted plant with long green grass. Below it are various tools: a pair of red-handled pruning shears, a pitchfork, a shovel, a trowel, and a pair of yellow gardening gloves. In the center is a large blue-handled pitchfork. To the right of the pitchfork is a bag of brown soil labeled 'Fertilizer' with a small green plant growing out of it. Below the fertilizer bag is a small green seedling with two leaves. At the bottom left is a potted plant with purple crocuses. At the bottom right is another potted plant with long green grass.

CHARITY INFORMATION

For the Year Ended 31 January 2021

TRUSTEES:

Abraham Traube
Esther Spitzer
Nicha Feldman

REGISTERED OFFICE:

8 Clapton Terrace
London
E5 9BW

REGISTERED CHARITY NUMBER:

1186416

INDEPENDENT EXAMINER:

De Claron Ltd
Unit A
3 The Vale
London
NW11 8SB

BANKERS:

Natwest Bank
198 Stoke Newington High Street
London N16 7GA

Chair's Statement

When I replay the scene in my mind...

It was two years ago, at our very first Tools 4 Teens Executive Meeting. We were animatedly discussing large group courses, outdoor recreational activities, and yes - real, live, workshops. We were certainly NOT talking about Zoom subscriptions or two-metre yardsticks.

All of us were so sure at that point, so planned-out, so top-of-the-game...

Well.

The events of this past year have taken us all by surprise. It's been a harrowing journey watching our world tumble into crisis mode. We've watched close friends and family succumb to Covid, seen great businesses collapse, and heard of too many people suffering from mental illness.

Covid has been tough on all of us, but especially for young people. With endless lockdowns and fear of the unknown, every day was an uphill battle for these teens. Yet they plodded on. And although they would never admit it themselves, so many of them can be crowned *HEROES*.

I applaud the small yet brave steps these young fighters took in seeking the help they needed. I envy their selflessness as they put others' needs before their own, donned those itchy face-masks when it was the last thing they wanted to do and yes, showed up to those zoom classes.

Small choices, big impact.

A special shout-out to the 65 teens who participated in our Covid Response Program. They made every effort to be at every Zoom session, all 65 of them; learning, growing and asking questions. Their persistence has warmed my heart.

No doubt the success of this program would not be whole without the superhuman efforts of our Managing Director. Mrs Spitzer has made it her mission to empower young people into building solid futures for themselves. It's a vision she lives by and the events of this year have proven it well.

Our super-innovative team of staff members and volunteers have left me awed with their creative solutions to rapidly occurring problems. The delivery of our program during lockdown was drastically different to our original plan. Every step needed changing, adapting and reworking due to the ever-shifting Covid regulations. Despite that, our crew did not let us down. They worked as an unstoppable team, pulling through at rapid speed to begin creating our incredible online program in just three days.

I would also like to thank our invaluable supporters and donors. They didn't ask questions. They gave from their hearts because they believed in our program and in the young participants we support. For that, I thank them from the bottom of my heart. A special thank you to The National Lottery Coronavirus Community Support Fund as well as to the Comic Relief Covid-19 Community Fund for their generous support.

Dreams are great, solid plans are even better. But the greatest lesson I've learned this year, is that with flexibility, an open mind and an eye on the true goal, anything is possible. Despite it all, we've achieved success. And for that, we have every reason to celebrate!

This year, 63 courageous young people will be graduating from our program equipped with improved emotional resilience and enriched employment skills to embark on a new future. We are cheering them on and rooting for their accomplishments.

They are our heroes.



Abraham Traube
The Board Chair

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The charity is governed by its Trust Deed and was registered with the Charity Commission on 18th November 2019. The charity is administered by the Trustees governed by its Memorandum and Articles of Association which aim to: Improve the prospects of employability for young people and to prepare teens for the opportunities, responsibilities and experiences of everyday life.

MISSION STATEMENT

Tools 4 Teens aims to equip vulnerable teenagers with the skills they need to better their chances for employability in the future. Our mission is to enrich the lives of these young people, ages 17-19, giving them a safe place to grow and develop their sense of inner self worth and societal responsibility.

AIMS AND OBJECTIVES

- ⇒ Provide training for disadvantaged teens which will enhance their employability levels and skills.
- ⇒ Develop independence, self confidence and good work community ethics in local teenagers.
- ⇒ Empower young people into finding and maintaining respectable forms of employment.

“Our vision is to see young people in the community grow to become secure, skilled and contributing members of society.”

RESERVES POLICY AND RISK MANAGEMENT

The trustees are working towards building reserves of at least 3 months' operating costs to ensure that sufficient reserves are kept to cover foreseeable demands. The trustees have introduced systems to identify and manage risks effectively. These systems are reviewed regularly and the necessary amendments are made.

COMMITMENT TO QUALITY AND BEST PRACTICE

With our commitment to quality and best practice, we evaluate and monitor our annual programme to improve effectiveness. Since our charity works with vulnerable young people and families, safeguarding is considered the greatest inherent risk in its work. We have a framework of consents, controls, policies and reviews to mitigate the associated risks. All our volunteers are DBS checked and undergo appropriate child safeguarding training. As an established organisation, we have excellent policies and procedures that are reviewed on an annual basis. This leads to smoothly run, safe activities, and sound back up plans if necessary. In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

ORGANISATION

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed. Trustees are appointed by the board based on competence, specialist skills and experience. No Trustees are paid or remunerated (in money or in-kind) and no funds are held as a 'custodian trustee.' The Charity has a Constitution and Codes of Conduct for Trustees and for Staff. The Charity also has a range of policies including Safeguarding & Child Protection, Equality & Diversity, Health & Safety and others. Latest accounts are presented to each meeting of the Board of Trustees and annual accounts are presented to the Board at the first meeting following our financial year end (31st January.)

MANAGEMENT COMMITTEE STAFFING

Our current Management Committee is comprised of five local BAME adults who in their professional capacities include a school principal, community leader, welfare adviser and educational psychologist. They meet on a quarterly basis, including the Annual General Meeting. Their lived experiences of many of the challenges our users face puts them in a unique position to make decisions and judgements based on their past experiences.

Day to day workshops, activities and courses are led by our incredible team of four professionals who work alongside 16 volunteers and part-time workers, enabling the program to run smoothly. Our professionals come with years of experience dealing with teenagers and their qualifications include social work, therapy, financial training and career coaching.





"When I signed up, I honestly didn't think I would go more than once. Seriously, what could they tell me about life-skills that would be able to change anything around for me ?

Well, to say I was pleasantly surprised would be an understatement! That first session, they blew us all away with profound logic, incredible concepts and masterful creativity... it was amazing and so much fun! I found myself implementing the things I learned naturally, because they made so much sense. For example, in the workshop for food and nutrition, they gave us great ideas for healthy and easy go-to snacks that are awesome for our body rather than the oily and sugary stuff we all eat. I feel so much lighter and in control now that I am eating healthier."

LIORA , AGE 18 – A LONG TIME SUFFERER OF WEIGHT ISSUES AND OTHER EMOTIONAL CHALLENGES.



TRUSTEES ANNUAL REPORT

Tools 4 Teens was founded in 2018 by Mrs. Esther Spitzer, a headteacher in a local school. She was disturbed to notice that many graduating sixth formers, especially those from low-income or otherwise troubled family situations, were suffering from low self-esteem and poor emotional health. In addition, since many of young people did not have the resources to further their education in college or university, they were lacking the necessary skills for successfully entering the workforce.

Our current users include 65 young people from one of the most economically deprived areas in London; the borough of Hackney. All our participants are from families in difficult financial circumstances, mostly living in overcrowded housing conditions. In addition to their financial and social hardships, many of our beneficiaries come from families with difficult home situations – be it single-parent homes, an addictive, abusive or otherwise dysfunctional parent or a sibling with a mental/ physical disability. Mrs Spitzer established Tools 4 Teens with a mission to remedy the issues these young people face in a culturally appropriate manner.

This past year marked Tools 4 Teens third year of activities. Thankfully, despite lockdown restrictions, the charity has been able to mentor and train 65 young people over the course of the year and improve their prospects of employment for the future.

COVID 19 RESPONSE



This past year has been a challenge for everyone; especially for the teenagers our organisation supports. With lockdown causing people to “stay in place to keep safe,” these young people were stuck in difficult home situations without their usual coping mechanisms (clubs, travel, games etc.) With talk of the many community members succumbing to COVID-19, many of our young people were battling fear, stress and tension as they struggled to make sense of the rapidly changing world around them. Our past participants were also being affected as companies laid off workers due to the nationwide economic hardship, leaving many of them jobless, with no stream of income and nothing to wake up for.

In the beginning, our staff members made a point of calling the teens individually to hear how they were doing. Too many of them were really struggling. One teen recently told us about her difficult experiences during COVID-19.

“When my employment ended suddenly due to COVID-19, I was crushed. My job was the only thing keeping me sane... it was the end for me. For the next two months, I spent my time sleeping, eating junk or watching depressing movies because I literally had nothing else to do or anywhere to go during lockdown. The difficult relationship I had with my parents was just getting worse and I was at the point of just giving it all up, when a staff member from Tools 4 Teens called me. That phone call literally saved my life.”

Tools for Teens participant, age 17.

After hearing about the immense challenges our participants were facing during Covid, our team knew that something had to be done. Acting with quick-thinking and resourcefulness, they were able to adapt all of our course sessions to meet Covid measures by establishing an online programme. Soon after that, our team increased the program's delivery to six days per week based on the requests we were getting from our participants.

In addition to the online courses, our team established a weekly support group via zoom where professionals addressed the struggles our teens were facing and provided vital validation and expert advice. When lockdown started to ease, we established cluster support groups for these meetings which were regularly attended by our past and present participants.

One of the highlights for our teens at this time was our Voluntary Community Program where our teens volunteered their services to distribute weekly care and entertainment packages to families experiencing hardship during lockdown. More than anything, this boosted their spirits and gave them a sense of purpose on endless lockdown days.

Looking back, despite much of the challenges and changes our organisation has experienced this past year, our participants have responded remarkably well to the skills taught and are leaving us this year again with an unshakable belief in their own abilities to succeed, despite the challenges they face.



GROWTH MINDSET

STUDENTS IN OUR CLASS UNDERSTAND THAT LEARNING IS GROWING, AND GROWING MEANS MAKING MISTAKES AND PRESERVING THROUGH CHALLENGES.

— MRS S. BRAUN —



99%

Positive
feedback



78

Participated in a live
community
performance



16

New volunteers
recruited



45

New
mentoring
arrangements



110

Recreational
activities
provided

832

Educational learning
sessions provided



2760

Volunteering hours



Progressed into
gainful
employment/further
education



25

480

Individual care
packages
delivered



Teenagers widened their social circles
and community connection

Young people obtained employment
skills and work experience

Young people acquired practical life

65

ACHIEVEMENTS AND PERFORMANCE

LIFE SKILLS WORKSHOP

Our charity delivers a series of workshops which prepare participants with the life skills they need for their adult lives and to enter the workforce with confidence. These workshops focus on financial responsibility, personal development, healthy lifestyle and public speaking. This past year, we have successfully delivered four workshop series with an attendance of over 40 participants for each course.



Money and budgeting Skills



Decision Making Skills



Self Confidence Skills



Organisation Skills



Cooking and Food Skills



Social Skills

ACHIEVEMENTS AND PERFORMANCE

EDUCATIONAL AND VOCATIONAL

Tools 4 Teens offers its users a wide range of course options, where they earn the credentials necessary for pursuing a career. These courses include IT training, accountancy, interior design and graphic design. Each of these courses culminates in a qualification which is accredited by City Guilds.

Our weekly drama and art sessions are also extremely popular. It allows young people in the community to develop their creativity and channel their previously unexplored talents towards something productive.

These sessions culminate in an Annual Showcase which has become a popular community event.



Data and Programming



Writing Skills



Art and Drama Skills



Health and Social Care



Marketing, Communications and Design

ACHIEVEMENTS AND PERFORMANCE

VOLUNTEERING

As part of our programme, all our users engage in regular volunteering jobs lending a hand at local non profits and other community organizations. They gain a lot more from the experience than they give. Aside from getting a close up look at how professional work place environments run, they also feel incredibly fulfilled from giving of themselves to helping others. Their self worth soars as they experience in a very real way, the impact their contributions can have on those less fortunate around them.



Bring Joy to the elderly



Local library



Tutoring and mentoring



Donate Food to foodbanks



Fundraise money for the poor

ACHIEVEMENTS AND PERFORMANCE

RECREATIONAL ACTIVITIES

The ability to switch off and unwind is a skill as vital as any other skills we teach, especially in the work force. Our users enjoy a wide range of enriching extracurricular and recreational activities which include swimming sessions, occasional outdoor trips, monthly trips to museums, and hiking ventures. As they laugh and exercise together, these excursions do a world of good for our beneficiaries' emotional and mental well being. By participating in group activities which we hope to reinstate shortly after the lifting of Covid restrictions, our users are also able to develop fundamental social skills and form deep and lasting relationships with their peers.



Swimming



Water Sports



Horseback Riding



Hiking



Rock Climbing



Social Activities

ACHIEVEMENTS AND PERFORMANCE

CAREER PREPARATION

As the final stage of education for many of them before they set out into the world of employment, Tools 4 Teens ensures that our participants are fully ready and confident to enter the workforce after leaving us. With the arrangement of our bi monthly career talks by professionals, our teens get to hear valuable insights from those in the trenches. They learn about the dos and don'ts of building a successful career, and more importantly, they get to see many successful business owners today, who started out in exactly the same place as our young people are today. This, more than anything, gives them hope for an incredible future ahead.

In the final two months of our program, the teens meet up on a one to one weekly basis with a professional career coach who support them in mapping out a career plan that will guide them in the future.



Enhance network Skills



Computer Skills



Complete Professional Course



Develop Communications



Office Skills



After one particularly eye-opening career talk, two of our teens wrote this in their feedback forms:

"Fancy that! The guy was in his early 20's when he landed the position as CEO of the company. Sure gives me something to dream about!"

REBECCA, AGE 16 – WHO HAD DROPPED OUT OF HIGH SCHOOL AT AGE 14.

"I loved what he said about setting work limits and not letting your working life overtake you at all hours of the day. I can see myself implementing that."

TARA, AGE 17 – WHO IS CURRENTLY BATTLING HER POST TRAUMATIC STRESS DISORDER.



WORKING IN PARTNERSHIP

We work closely with local high schools and welfare agencies in order to find the young people that would benefit from our help the most. We often have headteachers reaching out to us with referrals for students that need the extra support and practical guidance for broadening their educational opportunities and strengthening their emotional world.

One of the partner agencies we work with regularly is Interlink. This is a non-profit, community-based organisation that provides establishments with guidance and know-how for setting up accredited education services and they also aid us in understanding and meeting government regulations and guidelines.

MARKETING/PUBLICITY

Since our founding in 2019, Tools 4 Teens has launched two local fundraisers, each of which have raised over £12,000 for our organisation. We continue to publicise our work in local circulars and newsletters. We also have plans to establish an online presence in the upcoming years.

PLANS FOR THE FUTURE

In the year 2021/22 our goals are to:



Broaden our user base. Covid-19 has taught us to intensify our strategic partnerships and local networking capabilities so as to identify those vulnerable young people who could most benefit and thereby widen the target group for our organisation.



Expand our programme to offer a wider range of educational course options and emotional wellbeing workshops for our participants.



Work on diversifying funding streams to safeguard the financial health of our organisation and continue meeting the needs of even more vulnerable young people.



Progress towards receiving a quality mark from London Youth which we hope to achieve in the upcoming year.



Continue to recruit and train local community volunteers which will enable our organisation to reduce our expenses and bolster our capacity providing significant long-term benefit.

SUMMARY

This past year (2020-2021,) Tools 4 Teens has significantly improved the live chances and future employment prospects for over 65 disadvantaged young people in the community. The organisation has earned the trust and respect of the community as a whole and we will continue to work in partnership with other local organisations in order to serve our users in the best way possible.



INDEPENDENT EXAMINER'S UNQUALIFIED REPORT TO THE MEMBERS OF TOOLS 4 TEENS

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TOOLS 4 TEENS

I report on the accounts of the Charity for the year ended 31 January 2021, which are set out on

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under the 2011 Act); and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

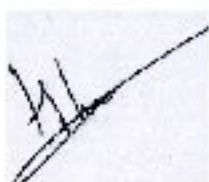
My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items 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.

INDEPENDENT EXAMINER'S STATEMENT

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding



De Claron Ltd.
3a The Vale
LONDON NW11 8SB:
23 January 2021



STATEMENT OF FINANCIAL ACTIVITIES FIRST YEAR OF TRADING


FOR THE YEAR ENDED 31ST JANUARY 2021

		13 months to 31.01.2021	
		£	£
INCOMING RESOURCES	Notes	Restricted Funds	Unrestricted Funds
<u>DONATIONS RECEIVED</u>			
	GRANTS	27,480.00	
	3		
<u>OTHER INCOME</u>			
	DONATIONS AND LEGACIES		15,251.00
		27,480.00	15,251.00
TOTAL INCOMING RESOURCES			42,731.00
<u>CHARITABLE OBJECTIVES</u>			
	Purchases & Equip-	3,438.51	
	ment		
	Educational Events and Trips	3,636.70	
	Refreshments & Catering Expenses	326.50	
	Staff and Training		
	Costs		19,700.00
	Office Running		
	Costs		1,535.68
	Premises Rent		9,750.00
	Volunteer Expenses		848.35
	Advertising		561.76
<u>GOVERNANCE COSTS</u>			
	Legal and Profes-		
	sional Fees		742.00
<u>Total Resources Expended</u>		7,401.71	33,137.79
<u>Total Expenditure</u>			40,539.50
NET MOVEMENTS IN FUNDS FOR THE Yr		20,078.29	(17,886.79)
FUNDS MOVEMENT for the YEAR			2,191.50
FUNDS CARRIED FORWARD			n/a
TOTAL FUNDS			2,191.50

BALANCE SHEET AS AT 31ST JANUARY 2021

	y/e 31.12.2021	
	£	£
FIXED ASSETS		-
CURRENT ASSETS		
Loan Debtors	-	
Cash in hand & Bank	6,819.50	6,819.50
CURRENT LIABILITIES		
Short term Creditors	4,628.00	
NET CURRENT ASSETS		2,191.50
TOTAL ASSETS LESS CURRENT LIABILITIES		2,191.50
FUND ACCOUNT		2,191.50

**ON BEHALF OF THE BOARD
SIGNED:**

Signed by 
Abraham Traube
Trustee

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2021

1 ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention as modified to include the revaluation of land and building with the exception of investments which are included at market value. These financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in Jan 2015.

Charity status

The charity is an unincorporated association. The members of the charity are the trustees named on page 1.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income tax recoverable in relation to donations received under Gift Aid or deed of covenant is recognised at the time of the donation.

Resources expended

All expenditure is accounted for on a cash basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Going Concern

The accounts have been prepared on a going concern basis as the trustees consider the charity will continue to operate for a period of at least twelve months from the date of the approval of these accounts.

2 NET INCOMING RESOURCES

During the year no trustees received any remuneration, benefits in kind or reimbursement of expenses.

3 GRANTS

The National Lottery Community Fund (Coronavirus Community Support)	£10,000
Comic Relief Covid-19 Community Funding(DCMS)	£4,000
UK Youth Fund - Covid Relief	£13,480
TOTAL	£27,480



“IT IS ESSENTIAL TO
HAVE GOOD TOOLS,
BUT IT IS ALSO
ESSENTIAL THAT
THE TOOLS SHOULD
BE USED IN THE
RIGHT WAY”

— WALLANCE D. WALTER —





TOOLS**4**TEENS