

TRUSTEES' ANNUAL REPORT for the period 01-08-2020 to 31-07-2021

SECTION A REFERENCE AND ADMINISTRATION DETAILS

- Charity name: PSO ACS INTERNATIONAL SCHOOL HILLINGDON
- Other names the charity is known by PSO ACS HILLINGDON
- Registered Charity Number 1190136
- Charity's principal address 108 VINE LANE, UXBRIDGE, MIDDLESEX- ENGLAND UB100BE
- Names of the Charity trustees who manage the charity
 - DONNA MULKERN- PRESIDENT
 - RACHEL MERIEN- VICE PRESIDENT
 - MARIA VIRGINIA ALEMANDI TOSINI - TREASURER
 - NUFAR TAL- SECRETARY
 - KIRSTEN SANTAVIRTA- COMMUNICATIONS

SECTION B STRUCTURE, GOVERNANCE AND MANAGEMENT Description of charity's trusts

- Type of governing document CONSTITUTION ADOPTED MAY 2020
- How the charity is constituted ASSOCIATION (UNINCORPORATED)
- Trustee selection methods (appointed by, elected by)
- Additional governance issues (optional) You may choose to include additional information, where relevant, about:
 - Policies and procedures adopted for the induction and training of trustees
 - The charity organizational 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

ORGANIZATIONAL STRUCTURE: THE CHARITY IS RUN BY 5 TRUSTEES (PRESIDENT, VICE PRESIDENT, TREASURER, COMMUNICATIONS, AND SECRETARY/ PARLIAMENTARIAN). THESE POSITIONS ARE ELECTED DURING THE AGM (ANNUAL GENERAL MEETING) IN MAY WITH EFFECTIVE STARTING DATE OF AUGUST 1ST.

THE TRUSTEES MEET EVERY MONTH AND ALL POSITION HOLDERS AND THE SCHOOL LEADERSHIP ARE INVITED TO PARTICIPATE. SINCE THE LAST QUARTER OF THE SCHOOL YEAR, ALL PSO MEMBERS (PARENTS OF ENROLLED STUDENTS) ARE ALSO WELCOMED TO PARTICIPATE. EVERY COMMISSION HAS REGULAR INDEPENDENT MEETINGS TOO.

THERE IS ONE LIAISON APPOINTED PER SCHOOL LEVEL (LOWER, MIDDLE, AND HIGH SCHOOL) PLUS ONE COORDINATOR OR A GROUP ASSIGNED TO EVERY AREA OF WORK: MULTICULTURAL, ARTS, SPORTS, SOCIAL, SPIRIT WEAR, TRANSITIONS, AND SERVICE.

THIS YEAR WE FORMALIZED THE POSITION OF THE SPORTS LIAISON (PREVIOUSLY A THIRD PARTY WORKING CLOSELY TOGETHER AS BOOSTER CLUB)

INDUCTION AND TRAINING: WE HOLD A GOOGLE DRIVE SHARED BY ALL PSO ACS HILLINGDON TRUSTEES AND COMMISSIONS, WITH SPECIAL FOLDERS BY AREA OF WORK AND POSITIONS, WHERE ALL THE INFORMATION, POLICIES, AND PROCEDURES ARE STORED. THIS REPOSITORY IS PASSED TO THE NEW TRUSTEES AND COMMISSIONS FOR THEM TO HAVE ACCESS TO THE WHOLE HISTORY AND INFORMATION. THE SAME PROCEDURE IS IN PLACE REGARDING EMAIL ADDRESSES THAT ARE CREATED AND HELD ON ONE.COM

MAJOR RISKS: EVERY PSO EVENT REQUIRES AN "EVENT PLANNER AND RISK ASSESSMENT" PROCESS AND DOCUMENTS COMPLETED, APPROVED, AND ON FILE WITH OUR SCHOOL. AS PARENT/KIND MEMBERS, WE HOLD LIABILITY INSURANCE. TRUSTEES AND MOST COMMISSIONS REPRESENTATIVES HAVE DBS CLEARANCES AND HOLD COMPREHENSIVE COMPLIANCE WITH SCHOOL AS WELL AS PER CHARITY COMMISSION REQUIREMENT.

SECTION C OBJECTIVES AND ACTIVITIES

- Summary of the objects of the charity set out in its governing document THE OBJECT OF THE ASSOCIATION (THE OBJECTS) IS TO ADVANCE THE EDUCATION OF PUPILS IN THE SCHOOL IN PARTICULAR BY: 2.1 DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN THE STAFF, PARENTS, AND OTHERS ASSOCIATED WITH THE SCHOOL 2.2 ENGAGING IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS.
- 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): PSO ACS HILLINGDON IS DEDICATED TO PROVIDING ASSISTANCE AND SUPPORT TO STUDENTS, STAFF AND THEIR FAMILIES SOCIALLY, EDUCATIONALLY AND CULTURALLY WITHIN AN INTEGRATED COMMUNITY OF LEARNING. IT DOES SO BY: - ENRICHING THE INTERNATIONAL EXPERIENCE - INTEGRATING AND SUPPORTING PARENTS - DEVELOPING PHILANTHROPIC SENSE BY WORKING WITH OUTSIDE CHARITIES - MAKING FINANCIAL GRANTS TO PROMINENT STUDENTS AND SUPPORTING IDEAS THROUGH THE SCHOOL COMMUNITY - SUPPORTING THE ARTS ORGANIZING SPECIFIC EVENTS - SUPPORTING THE SPORTS ORGANIZING SPECIFIC EVENTS AND SUPPORTING OTHERS.

ALSO, THE PSO DEVELOPS EFFECTIVE RELATIONSHIPS WITHIN THE SCHOOL COMMUNITY BY FACILITATING COMMUNICATIONS, ASSISTING IN THE ORIENTATION OF NEW FAMILIES, PUTTING ON EVENTS, AND RECOGNIZING AND SUPPORTING FACULTY AND STAFF AT ACS INTERNATIONAL SCHOOL HILLINGDON. THE PSO ALSO SUPPORTS THE SCHOOL AND ADVANCES THE EDUCATION OF ITS PUPILS BY SPONSORING THE MULTICULTURAL FAIR TO ENRICH THE INTERNATIONAL EXPERIENCE AND UNDERSTANDING, BY SUPPORTING PHILANTHROPIC DEVELOPMENT OF ITS STUDENTS WHICH BUILDS SOCIAL RESPONSIBILITY, AND BY MAKING FINANCIAL GRANTS, WHEN POSSIBLE, TO SUPPORT THE CURRICULAR, CO-CURRICULAR AND ATHLETIC ACTIVITIES OF THE SCHOOL. PSO ACS HILLINGDON IS DEDICATED TO PROVIDING ASSISTANCE AND SUPPORT TO STUDENTS, STAFF, AND THEIR FAMILIES SOCIALLY, EDUCATIONALLY, AND CULTURALLY WITHIN AN INTEGRATED COMMUNITY OF LEARNING. IT DOES SO BY: - ENRICHING THE INTERNATIONAL EXPERIENCE THROUGH INTERNATIONAL CELEBRATIONS, THEMED CELEBRATIONS, AND PARTIES SUCH AS WELCOME BACK BBQ, FUN FAMILY DAY, ETC. - INTEGRATING AND SOCIALIZING SUPPORT FOR PARENTS THROUGH CULTURAL ACTIVITIES (BOOK AND LUNCH CLUBS), ART AND PUB TOURS AS WELL AS SOCIAL SPECIAL EVENTS WHICH ARE ALSO FUNDRAISERS - DEVELOPING PHILANTHROPIC SENSE BY WORKING WITH A CHOSEN NOT FOR PROFIT ORGANIZATION AND ORGANIZING AN ANNUAL TEA FOR MEMBERS OF A SENIOR RESIDENTIAL HOME - MAKING FINANCIAL GRANTS TO PROMINENT STUDENTS (SENIOR MERIT AWARDS) AND TO SUPPORTS IDEAS THROUGH THE SCHOOL COMMUNITY WITH THE GIFTS (GIVE INCENTIVE FOR TEACHERS AND STUDENTS) PROGRAM - SUPPORTING THE ARTS (HILLINGDON GOT TALENT, MIDDLE AND HIGH SCHOOL PLAY, CONCERTS, ETC.) AND THE SPORTS (HELPS RUN CONCESSIONS DURING GAMES, AND OTHER SPORTS EVENTS OR CEREMONIES). - CREATING AND SELLING SPIRIT WEAR MERCHANDISE WITH THE SCHOOL LOGOS AND THEMES

Additional details of objectives and activities (optional) You may choose to include further statements, where relevant, about:

- o Policy on grant-making
- o Policy program-related investment
- o Contribution made by volunteers

ABOUT THE GRANT RECEIVED BY PSO ACS HILLINGDON: ACS INTERNATIONAL SCHOOL HILLINGDON GRANTS PSO ACS HILLINGDON EVERY YEAR WITH £14 PER FULL PAYING ENROLLED STUDENT AND £7 PER BURSARY OR NON FULL PAYING STUDENT. THIS GRANT IS USUALLY MADE AVAILABLE IN OCTOBER. FOR THE CURRENT YEAR IT WAS PAID IN THE AMOUNT OF £7,428.54 AND WAS TRANSFERRED INTO OUR ACCOUNT ON OCTOBER 15TH 2020.

ABOUT GRANTS MADE BY PSO ACS HILLINGDON (FUNDS AVAILABLE THROUGH PSO ACS HILLINGDON FUNDRAISING ACTIVITIES):

-SENIOR MERIT AWARDS: A COMMITTEE OF PSO TRUSTEES, TEACHERS, AND EX ALUMNAE SELECTS 3 ESSAYS FROM THOSE SUBMITTED BY SENIOR STUDENTS (GRADE 12) ON THE SPECIFIC TOPIC OF "BEING AN INTERNATIONAL STUDENT". THE WINNER RECEIVES £500, THE SECOND GETS £300 AND THE THIRD £200. PAID DURING MAY 2021.

- GIFTS (GIVE INCENTIVE FOR TEACHERS AND STUDENTS) PROGRAM: PSO COMMITTEE SELECTS WITHIN APPLICATIONS SUBMITTED BY MEMBERS OF THE SCHOOL COMMUNITY REGARDING IMPACT ON THE BIGGEST GROUP POSSIBLE. THIS YEAR THERE WEREN'T MANY APPLICATIONS DUE TO THE ONLINE SCHOOLING SO THAT WE GRANTED £652 TO THE SCHOOL GIRLS SCOUT FOR A PROJECT RELATED TO REVIVING THE OLD ORCHARD AND £2000 TO THE "PROJECT SHINE" CAMPAIGN.

- OUTSIDE CHARITIES DONATIONS: PSO WORKS WITH SELECTED OUTSIDE CHARITIES TO WHOM SENDS FUNDS COLLECTED THROUGH DIFFERENT FUNDRAISING ACTIVITIES ORGANIZED THROUGHOUT THE YEAR. THIS YEAR THE TRUSTEES AGREED TO DONATE £500 TO THE "FUND FUTURE MINDS" INITIATIVE OF ACS SCHOOLS INTERNATIONAL. TO SUPPORT HILLINGDON FAMILIES DURING FINANCIAL HARDSHIP IMPOSED BY THE COVID 19 PANDEMIC. THE AIM IS TO PREVENT THE FAMILIES FROM HAVING TO CHANGE THEIR CHILDREN FROM THE SCHOOL DUE TO ECONOMIC CRISIS.

- o PSO DOESN'T HOLD ANY INVESTMENT OR FINANCIAL ACTIVITY OTHER THAN A BANK ACCOUNT WITH HSBC WITH GENERATES A MINIMUM MONTHLY INTEREST (AROUND-£0.10 / MONTH THIS FISCAL YEAR)
- o THE VOLUNTEERS (ALL PARENTS, TEACHERS, AND STUDENTS CURRENTLY ENROLLED) CONTRIBUTE BY DEDICATING TIME ORGANIZING ACTIVITIES, SELLING MERCHANDISE, ADMINISTERING THE FUNDS, INCOME, AND EXPENSES, LINKING PARENTS AND SCHOOL LEADERSHIP, LEVERAGING THE SCHOOL MESSAGES BY USING PSO COMMUNICATION CHANNELS, REACHING OUT FOR NEWCOMERS AND HELPING THEM INTEGRATE INTO THE COMMUNITY, ETC

SECTION D ACHIEVEMENTS AND PERFORMANCE Summary of the main achievements of the charity during the year:

DESPITE THE MULTIPLE RESTRICTIONS IMPOSED BY THE UK LOCKDOWNS IN THE SENSE THAT PARENTS HAD NEVER AGAIN BEEN ALLOWED TO PHYSICALLY BE PRESENT IN THE SCHOOL AS WELL AS THE CLOSURE OF MOST ATTRACTIONS AND BUSINESSES, PLUS THE NEED TO LEAVE ANYTHING THAT WAS COMING FROM HOME TO REST FOR 72 HOURS BEFORE PASSING TO THE STUDENTS, WE MANAGED TO:

- FIND NEW SOURCES OF FUNDRAISING: THE SOCIAL COMMITTEE FOUND INTERESTING AND VARIED VIRTUAL ACTIVITIES FOR THE PARENTS (SUCH AS WINE TASTING, CRAFT MAKING, COOKING CLASSES, VIRTUAL TOURS, ETC) THAT REPLACED THE CLASSICAL FACE-TO-FACE ONES. THE SPIRIT WEAR TEAM MAINTAINED A WELL-STOCKED VIRTUAL CATALOGUE WHICH WAS EVEN UPDATED WITH NEW ITEMS REGULARLY. THE TREASURER SET UP PSO HILLINGDON AS A CHARITY WITHIN THE AMAZON SMILE FUNDRAISING PROGRAM WHICH WITH THE HELP OF OUR COMMUNICATIONS PERSON MANAGED TO RAISE SOME £110.
- KEEP ENRICHING THE EDUCATIONAL EXPERIENCE: THE FINE ARTS COORDINATOR PUT TOGETHER THE 12TH EDITION, FIRST LIVE-STREAMED HILLINGDON GOT TALENT SHOW WHICH SHOWCASED 16 PERFORMANCES. THERE WAS A FAKE SNOW AND GIGANTIC COSTUMES EVENT BEFORE THE CHRISTMAS BREAK AND THE SPORTS TEAM SPONSORED A VIRTUAL ATHLETICS COMPETITION AMONG THE 3 ACS INTERNATIONAL SCHOOLS.
- KEEP SUPPORTING AND INTEGRATING THE SCHOOL COMMUNITY: THE TRANSITIONS TEAM KEPT FIND "SOCIALLY DISTANCING" WAYS TO WELCOME NEW FAMILIES, AND LED BY THE VICE PRESIDENT ORGANIZED THE FIRST-EVER VIRTUAL HILLINGDON AT HOME EVENING! TEACHERS AND STAFF ENJOYED WELL-DESERVED TREATS THROUGHOUT THE YEAR AND A SUPER CHRISTMAS RAFFLE WITH PRESENTS FOR EACH AND EVERYONE. EACH CLASS RECEIVED TREATS FOR SPECIAL OCCASIONS OR DATES ALONG THE YEAR.
- WE ALSO FOUND WAYS TO SUPPORT THE SCHOOL LEADERSHIP BY COMMUNICATING WITH THE PARENTS COMMUNITY AND PASSING TO THEM ISSUES, CONCERNS, AND SUGGESTIONS FOR SOLUTIONS EVEN WHEN WE WERE NEVER ALLOWED TO ACCESS THE SCHOOL GROUNDS.
- FINALLY, WE MANAGED TO DONATE PART OF OUR FUNDS TO THE FAMILIES IN FINANCIAL HARDSHIP AND TO THE REFURBISHING OF THE SCHOOL AUDITORIUM

SECTION E FINANCIAL REVIEW

Brief statement of the charity's policy on reserves ANNUAL PROFIT MADE IS CARRIED FORWARD TO THE FOLLOWING FINANCIAL YEAR TO CATER FOR THE INITIAL EXPENSES UNTIL THE SCHOOL GRANT IS PAID (AS MENTIONED IN SECTION

C). IT ALSO ACTS AS A CUSHION FOR THE CONTINUITY OF THE CHARITY. ON TOP OF THAT, IT IS ALSO AVAILABLE TO PROVISION FOR THE CURRENT YEAR'S EXPENSES NOT INVOICED BY THE END OF THE FISCAL YEAR.

Details of any funds materially in deficit: NONE SO FAR

Further financial review details (optional): 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

- PSO FUNDRAISING (68%)
 - SOCIAL ACTIVITIES/ TRANSITIONS
 - SPIRIT WEAR
- GRANT GIVEN BY THE SCHOOL (29%)
- DONATIONS (2.5%). DUE TO THE SPECIAL CONDITIONS THIS YEAR, WE DIDN'T ASK PARENTS FOR DONATIONS. THE ONE WE RECEIVED WAS UNEXPECTED BUT WELCOMED
- FINANCIAL (GROSS INTEREST AND COSTCO REWARDS (0.1%))

THE EXPENSES ARE ALWAYS ALIGNED WITH OUR MAIN OBJECTIVES. WE DEVELOP OUR YEARLY BUDGET WHICH ALLOCATES THE FUNDS AVAILABLE BY SCHOOL DIVISION (LOWER, MIDDLE, AND HIGH), BY GRADE, AND BY STUDENT. WE COVER THE COST OF ALL OF THE ACTIVITIES WE ORGANIZE AND WORK TO GENERATE EXTRA FUNDS FOR OUR GIFTS PROGRAM AND THE MERIT AWARDS FOR THE SENIOR STUDENTS. WE MONITORING THE PROGRESS OF BOTH INCOME AND EXPENSES VERY CLOSELY AND MAKE ADJUSTMENTS WHENEVER DEEMED NECESSARY.

- SOCIAL INTEGRATION
- ENRICHING LEARNING
- SUPPORTING THOSE IN MOST NEED

SECTION F OTHER OPTIONAL INFORMATION

- o IT HAS ALREADY BEEN DECIDED THAT NEXT YEAR THERE WILL BE ONLY 2 SCHOOL LEVEL LIAISONS ACCORDING TO THE NEW SCHOOL STRUCTURE: LOWER AND UPPER SCHOOL.
- o DUE TO LOCKDOWN RESTRICTIONS (HSBC'S OFFICIALS ARE NOT STILL ABLE TO SET MEETINGS WITH CLIENTS FOR THESE PURPOSES AS THEY ARE CATCHING UP ON OTHER TOPICS), AFTER BEING OFFICIALLY REGISTERED AS A CHARITY BY THE CHARITY COMMISSION, WE HAVE BEEN UNABLE TO:
 - CHANGE OUR BANK ACCOUNT CATEGORY
 - UPDATE THE NAME OF THE ORGANIZATION

SECTION G DECLARATION

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

Signed on behalf of the charity's trustees

Signature(s).....

Full name(s).....

Position (s).....

Date.....

14/10/2021

14/10/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

PSO ACS INTERNATIONAL SCHOOL HILLINGDON

1190136

Receipts and payments accounts

For the period from 01/08/2020 To 31/07/2021

CC16a

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
FINANCIAL	34.76	0	0	35	
FUNDRAISING	17170.96	5.88	0	17,177	
HGT		5.88			
GRANTS	7428.54	0	0	7428.54	
DONATIONS	0	1085	0	1085	
SAW		645			
SOCIAL TOURS		440			
Sub total(Gross income for AR)	24,634	1,091	0	25,725	0

A2 Asset and investment sales, (see table).

	-	-	-	-	
Sub total	0	0	0	0	-
Total receipts	24,634	1,091	0	25,725	-

A3 Payments

HIGH SCHOOL	-4730.94	0	0	-4,731	
MIDDLE SCHOOL	-1496.87	0	0	-1,497	
LOWER SCHOOL	-1143.58	0	0	-1,144	
SOCIAL	-9686.79	-440	0	-10,127	
SOCIAL TOURS		-440			
PSO GENERAL	-4622.21	-645	0	-5,267	
SAW		-645			
SPIRIT WEAR	-2919.06	0	0	-2,919	
FINE ARTS	-1279.03	-5.88	0	-1,285	
HGT		-5.88			
TRANSITION TEAM	-2002.86	0	0	-2,003	
MULTICULTURAL	0	0	0	0	



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Charity Name
PSO ACS International School Hillingdon

On accounts for the year
ended

31/07/2021

Charity no.:

1190136

Company no.:

Set out on pages

1 - 4

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/07/2021.

Responsibilities and
basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent
examiner's statement

~~[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed: Britte Beaudette-Zlatanova

Date: 18/10/2021

Name: Britte Beaudette-Zlatanova

Relevant professional
qualification(s) or body
(if any):

Address:

28 Audley Road

London W5 3ET

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of
any items that the
examiner wishes to
disclose.