

Westminster Supplementary School

Reports of the trustees for the year ending 31 August 2022

The Governors of the Westminster Supplementary School (WSS) Present their annual report and audited account for year ending 31 August 2022 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP (FRS 102).

Westminster Supplementary School has been serving the local community and providing a high quality tuition in subjects of Maths, English and Arabic language for a number of years. We are teaching , Maths, English beside Arabic language for children aged between 5-15 years old, to the modern standard of British education system. Our Services continued during the COVID 19 pandemic whereby we switched to online and provided our tuition services using both Goole classroom and Zoom online facilities.

Since 2021 WSS successfully is providing holiday activities. These activities are part of DfE plan and funded by City of Westminster, intended to support children who are eligible for Free School Meal (FSM) during schools holiday terms. Our activities included Art & Craft, Cooking and sport activities. All our activities are free of charge. We accept funds, donations and contributions.

Our objectives are:

1- By helping the child to achieve to their potential in the area of their curriculum in the subjects of Maths and English will maximise the impact of civic involvement of the children and by learning to Speaking another language besides English, will increase their confident and provide an active way to engage children with their wider families and each other.

2- Facilitate volunteering opportunities for the local communities reflecting local difference, aiming to create a consistency in service delivery by a dynamic integrated local community based organisation. Improve access and equality of opportunity to a diverse range of volunteers, enhance collaboration to meet the local communities need.

3- Providing occupational therapy to volunteers, in that volunteering will make positive change in all aspect of the life of the volunteers, ranging from social, cultural, economic or environmental issues. Our vision is that facilitating individuals to connect with others and their community will help to build strong and self-sustaining communities leading to a healthy society to emerge paving

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Westminster Supplementary School

the way For a Better World. Our mission is constructed from the believe that volunteering enables people to meet each other.

REVEIEW OF ACTIVITIES AND ACHIEVEMENTS

Our supplementary school's reputation is well known in the area we serve. We offer a modern way of tuition to the slandered of British Educational System provided by local specialist teachers. The curriculum we teach facilitates lifelong learning for children that benefits children during and after the school day ends, and for the rest of their live. These activities are part of DOE plan and funded by City of Westminster, intended to support children who are eligible for Free School Meal (FSM) during schools holiday terms. Our activities included Art & Craft, Cooking and sport activities Most of the children we have engaged with have benefited from our services in that the children who have attended our services have achieved to their potential in the subject of their tuition in English and Maths. Also are able to speak, read and write in Arabic. We have taught Arabic language nearly 250 children over the last nine years and many of these children do not have an Arabic background. Most of the children who are attending our classes, from both sexes are British from English, Bangladeshi, Greek, Morocco, Algeria, Egypt, Turkish and Iraq. Some of these children have been with us since we have started, but also many have joined as recently and there are many others on our waiting list because we are not able to accommodate them due to lack of space. Currently we are to provide our services in other local spaces might be available. This demonstrates that that there is a huge demand for our services.

REVIEW OF ACTIVITIES AND ACHIEVEMENTS

Children's numbers and fees

Our services contains of two parts:

- 1) School term educational activities whereby WSS provides tuition services for children aged 4-16 years old. We urged parents to £5 per child £7 for 2 (siblings) (once a week) only for those children whose parent can offered to pay.
- 2) HAF activities whereby WSS have provided for at least 35 children a day; physical, sport, Art & Craft activities and free meal all free of charge. The holiday activities were funded by the WCC.

There were 15 volunteers who has joined us while delivering these services last year.

FUTURE PLANS

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The Governors intended to continue the current plan to provide competitive service to local deprived children and families by providing high quality tuition and HAF activity services. Also provide opportunities for volunteers to practise their skills and gain confidence while working with children. The organisation also is committed to provide volunteers with reference and help them their job search task as much as we can.

OUR FINANCES

Our bank statement shows our net income which is around £13000 for last year period this includes the funds which we received from WCC for HAF activities and contributions from Trustees and parents.

As a charity the parents of the children have the assurance that all the income of the WSS must be applied for the educational purposes and wellbeing of the children who are attending WSS.

In addition to the very substantial benefits of WSS to the children, the local community and society through the education and activities we offer our free programme create a social asset without cost to Exchequer.

Reserves and Financial Health

The Governors regularly review the finances, budgets and spend against budget together with a termly cash flow analysis as a part of the effective obligations of the charity.

WESTMINSTER SUPPLEMENTARY SCHOOL ETHOS, STRATEGY AND POLIES

The Governors of WSS are responsible for setting a strategy to achieving the objectives they have set. The essence WSS strategy is based on the welfare and development of the children who are attending our services; their learning, achievement, mental health and healthy development. To maintain long term achievement:

- The strategies of the charity are constantly are reviewed.
- The range of activities are re-evaluated, developed and new activities were considered. Invest in technology are measured.
- The aim for a beggar and a wider space are emphasized to achieve more values and to serve more children for longer hours.
- Co-operate and share information with Authorities
- Continue to review and develop our strategies to ensure wider access to pupils from all backgrounds

Our ethos: a caring charity serving our local community and society

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Westminster Supplementary School is a charitable organisation which aims to benefit the public through the means which the charity has adopted. Our free services are accessible to everyone and welcome children from all backgrounds.

WSS strive to be able to benefit every child in their area of curriculum and help them to develop to the best of their potential comparable to the general standards achieved by their peers.

WSS is an equal opportunity organisation and are committed to a working environment that is free from any forms of discrimination on the grounds of colour, race, ethnicity, religion, sex, or disability.

Our school is committed to safeguarding and promoting the welfare of the children and expects all staff and volunteers to share this commitment.

Parents are given regular information about their children's achievements and progress through parent evenings and end of term and year reports. WSS maintain regular contact with parents throughout the year through informal contacts and through our WhatsApp and newsletter.

ACCESS POLICY

Access to our services (Tuition, Art and Craft and sports activities) are free of charge for children of deprived families. We accept little contribution from families who can offer. We believe the children who attend our services benefit from learning with a diverse community. WSS believe incredible learning will occur through social perspectives of other people that will be vital in their adult lives.

Assistance for our volunteers

We facilitate training whenever available, advice and offer reference for our volunteers whenever required and help them in their job search. We provide, papers, envelopes access to PC printer and use internet.

Organisational Management:

The Governors of WSS determine the general policy of the organisation. Select the types and times of the activities. The director undertakes the key leadership role overseeing educational, pastoral and administrative functions in consultation with the Governors and other members of the tuition and other activities providers. The administration the school term tuition classes and holiday term Art & Craft and sport activities are undertaken within the policies and procedures approved by the Governors meetings.

Risk Management

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The Governors are responsible for the overseeing of the risks faced by the organisation. Detailed consideration of the risk are delegated to the director of WSS. Risks are identified, assessed and controls established throughout the year. A formal review of the charity`s risk management process is undertaken on an annual basis. Risk is managed under the headings of the financial stability, school safety, student welfare, employment, trips and events and community access.

The main risks that the Governors have consider and plan to manage are:

- Reputation: The WSS`s success is built on its reputation for the education and well-being the children attending. WSS manage this risk through safeguarding policies, staff and volunteer policies, pastoral support for children, volunteers and staff and active identification and resolution of health and safety related issues.
- Money: Our ability to continue is reliant on the little donation from parents, commitment of the volunteers and fund that we hope to receive from the Authorities that supported WSS summer activities.
- Curriculum: Our tuition activities to achieve high standers require the most able teachers to deliver the academic curriculum compatible to the National Academic stander which required for the child to achieve at a certain year grope according to their age. In addition to the academic curriculum WSS is teaching Arabic language as a foreign language for those children; both who are from Arabic background who want to learn their mother tong to communicate sufficiently with wider family members or those who are from none Arabic background who want to learn Arabic or various reasons.

Through the risk management processes established for the organisation. The Governors are satisfied the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately been managed.

Governor Recruitment and Training

The Governing body requires breadth and depth of experience to carry out its duties effectively and efficiently. Despite all our Governors are volunteers, but they attribute a passion to the work of our organisation and maintain rounded experience of personal growth. WSS Governors attend training whenever available to develop their skills. Yet we advertise locally and consider individual with required experiences to join our board. Currently the WSS will not be able to recruit Governors due to financial reasons, but hoping it for near future. Where possible the Governors consider that the skills and experience of the board should compromise the following:

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A Governor with legal background

A Governor with a financial/accounting background

A Governor with education experience

A Governor with senior managerial or business experience

A governor with experience of equal opportunities or disability needs

At least one female governor at least one male Governor

One Governor may have one or more of these skills.

GOVERNORS AND CHARITY TRUSTEES

The Governors are the charity trustees of Westminster Supplementary School in their last review meeting in 27 August 2022 conformed the present trustees will continue their position on the Board of Governors as before.

Governors

Yawooz Izzat	Chairperson
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Ismail Oyzoyun	Treasurer
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Ertugrul Salichoglou	Secretary
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Chair Person

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