

WESTMINSTER SUPPLEMENTARY SCHOOL

FINANCIAL STATEMENTS

04 DECEMBER 2023

Charity Number 1190485

WESTMINSTER SUPPLEMENTARY SCHOOL
LEGAL AND ADMINISTRATIVE DETAILS OF THE
CHARITY YEAR ENDED 04 DECEMBER 2023

Registered Charity Name	WESTMINSTER SUPPLEMENTARY SCHOOL
Charity Registration Number	1190485
Registered Office	Flat 24 Baltimore Court 70 Vauxhall Bridge Road London SW1V 2RP
Trustees	Yawooz Izzat (Chair) Ismail Oyzoyun (Trustee) Ertugrul Salichoglou (Trustee)
Secretary	Ertugrul Salichoglou
Bankers	Barclays Bank uk plc; 1 Churchill place; E14 5HP

**WESTMINSTER SUPPLEMENTARY SCHOOL
TRUSTEES REPORT
YEAR ENDED 04 DECEMBER 2023**

The Governors of the Westminster Supplementary School (WSS) Present their annual report and audited account for year ending 04 December 2023 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 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.

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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 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

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 £37,000 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.

**WESTMINSTER SUPPLEMENTARY SCHOOL
TRUSTEES REPORT
YEAR ENDED 04 DECEMBER 2023**

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

Westminster Supplementary School is a charitable organisation which aims to benefit the public through the mean 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.

WESTMINSTER SUPPLEMENTARY SCHOOL
TRUSTEES REPORT
YEAR ENDED 04 DECEMBER 2023

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

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.

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TRUSTEES REPORT
YEAR ENDED 04 DECEMBER 2023

- 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 standards require the most able teachers to deliver the academic curriculum compatible to the National Academic standard which is required for the child to achieve at a certain year group 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 tongue to communicate sufficiently with wider family members or those who are from non Arabic background who want to learn Arabic for 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 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 comprise the following:

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.

WESTMINSTER SUPPLEMENTARY SCHOOL
TRUSTEES REPORT
YEAR ENDED 04 DECEMBER 2023

GOVERNORS AND CHARITY TRUSTEES

The Governors are the charity trustees of Westminster Supplementary School in their last review meeting in 14 March 2024 conformed the present trustees will continue their position on the Board of Governors as before.

Governors

Yawooz Izzat Chairperson

Ismail Oyzoyun Treasurer

Ertugrul Salichoglou Secretary

Chairperson



**WESTMINSTER SUPPLEMENTARY SCHOOL
INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS
YEAR ENDED 04 DECEMBER 2023**

We have examined the accounts of the charity for the period ended 04th December 2023,

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

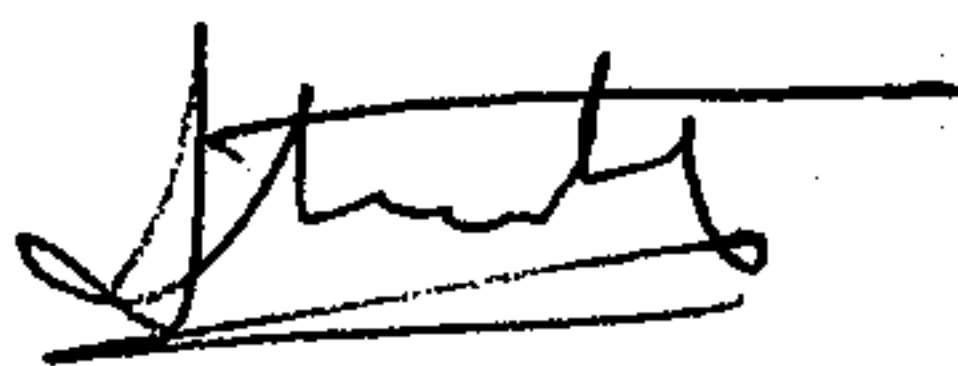
As the trustees of the charity, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) Charities Act does not apply. It is our responsibility to state, on the basis of procedures specified in the General directions given by the Charity Commissioners under section 43(7) (b) of the Act, whether particular matters have come to our notice.

BASIS OF EXAMINER'S REPORT

This report is in respect of examination 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 organisation and a comparison of the accounts with those records. It also includes a 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 constitute an audit.

EXAMINER'S STATEMENT

Based on our examination, no matter has come to our attention which gives me reasonable cause to believe that in any material respect accounting records have not been kept in accordance with section 41 of the Act, or that the accounts presented do not accord with those records or comply with the accounting requirements of the Act. No matter has come to our attention in connection with our examination to which, in our opinion, attention should be drawn to enable a proper understanding of the accounts.



SA Accountants
Kingsbridge Court
London NW1 8QA

Date: 13/06/24

WESTMINSTER SUPPLEMENTARY SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME
AND EXPENDITURE ACCOUNT)
YEAR ENDED 04 DECEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
INCOME FROM					
Grants	2	–	31,783	31,783	16,256
Donations		5,053		5,053	1,337
Income from charitable Activities	3				–
Other trading activities	4	200		200	300
Investment income	5	–		–	–
TOTAL INCOME		5,253	31,783	37,036	17,893
EXPENDITURE ON					
Cost of raising funds					
Charitable activities	6	(6,913)	(31,783)	(38,696)	(16,460)
TOTAL EXPENDITURE		(6,913)	(31,783)	(38,696)	(16,460)
NET INCOME					
/(EXPENDITURE)		(1,660)	-	(1,660)	1,433
RECONCILIATION OF FUNDS					
Total funds brought forward		1,788	–	1,788	355
TOTAL FUNDS CARRIED FORWARD		128	–	128	1,788

The Statement of Financial Activities includes all gains and losses recognised in the year. All of the above amounts relate to continuing activities.

The notes on pages 11 to 15 form part of these financial statements.

WESTMINSTER SUPPLEMENTARY SCHOOL
BALANCE SHEET
YEAR ENDED 04 DECEMBER 2023

	Note	2023 £	£	2022 £	£
CURRENT ASSETS					
Cash at Bank and in Hand	7	478		1,633	
Debtors	8	-		355	
		478		1,988	
CREDITORS: Amounts falling due within one year					
	9	(350)		(200)	
NET CURRENT ASSETS			128		1,788
NET ASSETS			128		1,788
CHARITY FUNDS					
Restricted Funds	10	-			
Unrestricted Funds	11		128		1,788
TOTAL FUNDS			128		1,788

The accounts have been prepared in accordance with the Financial Reporting Standard 102 (effective January 2015)

These financial statements were approved by the Management Committee on:
16th May 2024



Yawooz Izzat (Chair)
Ismail Oyzoy (Trustee)
Ertugral Salichoglou (Secretary)

The notes on pages 11 to 15 form part of these financial statements.

WESTMINSTER SUPPLEMENTARY SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 04 DECEMBER 2023

1. ACCOUNTING POLICIES:

Basis of accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: 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 102) issued on 16 July 2014, the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Income

All income is recognised once the Centre has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis

Restricted funds

Restricted income received are accounted for separately as restricted funds and are used for the purposes specified by the donor

2. GRANTS:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Grants		31,783	31,783	16,256
		<u>31,783</u>	<u>31,783</u>	<u>16,256</u>
	=	=	=	=

2a. GRANTS:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
HAF		23,964	23,964	16,256
Commbetterworld		7,819	7,819	
		<u>31,783</u>	<u>31,783</u>	<u>16,256</u>
	=	=	=	=

WESTMINSTER SUPPLEMENTARY SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 04 DECEMBER 2023

3. INCOME FROM CHARITABLE ACTIVITIES:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
-				
-				
	-	-	-	-
	=	=	=	=

**3a. CHARITABLE ACTIVITIES
/GRANTS:**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
-				
-				
	-	-	-	-
	=	=	=	=

4. OTHER TRADING INCOME:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Coaching fee	200	-	200	300
	200	-	200	300
	=	=	=	=

5. INVESTMENT INCOME:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Bank Interest Received	-	-	-	-
	-	-	-	-
	=	=	=	=

WESTMINSTER SUPPLEMENTARY SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 04 DECEMBER 2023

6. COSTS OF CHARITABLE ACTIVITIES:

	Total Funds 2023 £	Total Funds 2022 £
Staff Costs	3,950	1,761
Support Costs	6,200	1,679
Direct Project Expenditure	28,196	12,820
Governance	350	200
	----- 38,696 =	----- 16,460 =

6a. STAFF COSTS:

	Total Funds 2023 £	Total Funds 2022 £
Staff Salaries	3,950	1,761
Employers NI	—	—
	----- 3,950 =	----- 1,761 =

The average number of employees during the year was 4

6b. SUPPORT COSTS:

	Total Funds 2023 £	Total Funds 2022 £
Volunteers Expenses	550	—
Printing, Postage, Stationery	642	119
Computer Expenses & Website	—	—
Telecommunications	612	—
Refreshment	655	612
Insurance	291	20
Travel & Subsistence	1,355	445
Subscription	26	9
Rent & Rates	1,800	65
Repairs and Maintenance	150	246
Miscellaneous	119	152
Professional	—	11
	----- 6,200 =	----- 1,679 =

WESTMINSTER SUPPLEMENTARY SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 04 DECEMBER 2023

6c. DIRECT PROJECT EXPENDITURE:

	Total Funds 2023 £	Total Funds 2022 £
Trips & Activities	13,826	11,253
Publicity	—	—
Tutors	7,200	140
Equipment and Materials	7,020	
Fundraising and publicity	150	1,427
	-----	-----
	28,196	12,820
	=	=

6d. GOVERNANCE:

	Total Funds 2023 £	Total Funds 2022 £
Independent Examination	350	200
Payroll Services	—	—
Membership/Subscription	—	—
	-----	-----
	350	200
	=	=

7.CASH AT BANK AND IN HAND:

	2023 £	2022 £
Total Cash	478	1,633
	-----	-----
	478	1,633
	=	=

8. DEBTORS:

	2023 £	2022 £
Accrued Income		
Other Debtors	-	355
	-----	-----
	-	355
	=	=

WESTMINSTER SUPPLEMENTARY SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 04 DECEMBER 2023

9. CREDITORS: Amounts falling due within one year

	2023	2022
	£	£
Accountancy payable	350	200
	—	—
	350	200
	=	=

10. RESTRICTED INCOME FUNDS:

	Balance at 05 Dec 2022	Incoming resources	Outgoing Resources	Transfers In/(Out)	Balance at 04 Dec 2023
	—	31,783	(31,783)	—	—
	—	31,783	(31,783)	—	—
	=	=	=	=	=

11. UNRESTRICTED INCOME FUNDS:

	Balance at 05 Dec 2022	Incoming resources	Outgoing resources	Transfers In/(Out)	Balance at 04 Dec 2023
	£	£	£	£	£
General	1,788	5,253	(6,913)		128
	1,788	5,253	(6,913)		128
	=	=	=	=	=

**WESTMINSTER SUPPLEMENTARY SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 04 DECEMBER 2023**

The following pages do not form part of the statutory financial statements

WESTMINSTER SUPPLEMENTARY SCHOOL
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 04 DECEMBER 2023

	2023 £	2022 £
INCOME FOR		
DONATION AND LEGACIES		
Donations	5,053	1,337
	<hr/> 5,053	<hr/> 1,337
INCOME FROM CHARITABLE ACTIVITIES		
Grants		
HAF	23,964	16,256
Commbetterworld	7,819	—
	<hr/> 31,783	<hr/> 16,256
OTHER TRADING ACTIVITIES		
Coaching fee	200	300
	<hr/> 200	<hr/> 300
INVESTMENT INCOME		
Bank Interest Received	—	—
	<hr/>	<hr/>
TOTAL INCOME	<hr/> 37,036	<hr/> 17,893

WESTMINSTER SUPPLEMENTARY SCHOOL
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 04 DECEMBER 2023

	2023 £	2022 £
EXPENDITURE		
CHARITABLE ACTIVITIES		
Staff Costs		
Staff Salaries	3,950	1,761
Employers NI	-	-
Support Costs		
Volunteers Expenses	550	-
Printing, Postage, Stationery	642	119
Computer Expenses & Website	-	-
Telecommunications	612	-
Refreshment	655	612
Insurance	291	20
Travel & Subsistence	1,355	445
Subscription	26	9
Rent & Rates	1800	65
Repairs and Maintenance	150	246
Miscellaneous	119	152
Professional	-	11
Direct Project Costs		
Trips & Activities	13,826	11,253
Tutors	7,200	140
Equipment and Materials	7,020	1,427
Fundraising and publicity	150	
Governance Costs		
Independent Examination	350	200
Membership/Subscription	-	-
Bank Charges	-	-
	38,696	16,460
TOTAL EXPENDITURE	38,696	16,460
NET INCOME / (EXPENDITURE)	(1,660)	1,433
FOR THE YEAR	==	==