



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 1 May 2021 **Period start date** **To** 30 April 2022 **Period end date**

**Charity name:** Springboard Youth Academy CIO

**Charity registration number:** 1191062

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of the organisation are to act as a resource for young people who are migrants, refugees or asylum seekers up to the age of 21 living in London and the surrounding areas by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:</p> <p>(a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;</p> <p>(b) advancing education;</p> <p>(c) providing recreational and leisure time activities in the interest of social welfare, designed to improve their conditions of life.</p> <p>Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008]</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Our Saturday, half-term, and summer supplementary programmes offer an innovative space for newly arrived teenagers, where they can make friends and settle into British life. Young people learn life skills that set them up for independent living, practice English through a bespoke creative and participatory ESOL programme, and also have academic, wellbeing and 1:1 support worked into their timetable.</p>

		<p><b>Saturday programme</b> Springboard's Saturday supplementary programme is grounded in participatory English learning, exploring culture, science and the world around us through creative workshops, fitness and trips. This programme has a strong focus on English reading and writing, with a bespoke curriculum that the group moves through in four-week arcs. Young people receive a tailored workbook that covers each theme which they work through with the group and can take home with them at the end of the programme. This programme is an opportunity to build on the great times we have on our holiday programmes, with the added benefit of being able to offer longer-term support to the young people we work with.</p> <p><b>Half-term programmes</b> Our half-term programme series takes place every half-term and focuses on life skills and creative expression through interactive skill-building sessions encouraging oral English skills and speaking practice. Each half term is dedicated to a different skills theme: in October we explore independent living skills (eg. healthy eating, sexual health literacy, self-advocacy); in February we focus on strategies for language learning and education pathways; and in May we explore our values and personal resilience.</p> <p><b>Summer programme</b> Our signature summer programme includes four action-packed weeks of creative activities, sports and trips. This programme has an ESOL foundation with a focus on speaking, reading and performance skills, explored through a different creative theme each week, i.e. poetry, crafts and visual art, theatre, etc.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of this guidance and it forms part of our trustee induction process.

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
	Para 1.38	N/A

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	<p><b>Volunteers</b></p> <p>Our on-site Volunteers assist Facilitators by supporting young throughout our programmes, enthusiastically getting involved in activities and providing general encouragement and language support in smaller groups. Some also assist with collecting data from young people and the team to help us measure our impact. We also have a volunteer Advisory Board that helps steer the strategy of the charity and supports the development of the charity's infrastructure (e.g. maintaining our website, improving HR and other systems, etc.).</p> <p><b>Peer Leaders</b></p> <p>Peer Leaders are Springboard Graduates and other young adults with forced migration backgrounds who train with us in youth work and facilitation, curriculum design and research and evaluation skills, all while supporting the young people on our programmes. When they finish training, they formally join the organisation as trustees or paid staff.</p>
Other		N/A

## 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 our second financial year as a CIO, we delivered our programmes during term-time Saturdays, half-terms and summer. During this period, we supported 154 newly arrived young people through their first days of being in the UK, to enrolling in college and building their lives independently. We saw young people on our programmes improve their oral and written English skills, build confidence, expand their social networks and acquire new life skills. Referees commented on significant improvements in English, confidence and wellbeing. Our team also provided basic casework and signposting for young people where needed.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Just before the end of last FY, our team came together at an away day to determine our three-year vision, which included developing a peer leadership programme, securing core funding to increase financial sustainability, increasing the number of staff and trustees with lived experience of forced migration to 50%, expanding our presence by opening another hub, producing our own sellable education resource and sharing best practice with other organisations. During the '21-'22 FY, we managed to make significant progress across most areas, including delivering on designing and running a peer leadership programme and securing core funding.
Performance of fundraising activities against objectives set	Para 1.41	During the reporting period, we applied for nine grants and were awarded seven of them. We also raised £5,000 in unrestricted funds through our 2021 holiday fundraiser. This financial year marked a significant period of growth and improved financial stability for the organisation.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Throughout the financial period, we ran projects efficiently within the budget. The charity has also accumulated more general unrestricted reserves than prior periods, allowing for greater flexibility. As a result of having positive reserves, the Trustees are of the view that the financial position of the charity is satisfactory and therefore on its way to becoming sustainably funded in the longer term.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We aim to always maintain reserves for three months' winding down costs. Our current reserves come from our annual holiday fundraisers and other one-off donations from supporters. They are used to cover core costs that aren't covered by project funding.
Amount of reserves held	Para 1.22	Unrestricted reserves: £9,065 Restricted reserves (i.e. restricted funding granted to deliver programmes that launched after the end of the financial year question): £3,620
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We have no current concerns, although securing sufficient overhead funds to meet our modest running costs is always a challenge for a small charity like ours.

### 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	The majority of our funds come from grants from trusts and foundations. We also run an annual holiday fundraiser to generate additional unrestricted funds to support additional overhead costs not covered by our grant funding.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Springboard has not yet developed a diverse range of donors. The win rate in applications to trusts and foundations has been high this year, but the lack of corporate or private donors makes the charity vulnerable should that win rate go down.  Springboard is also heavily reliant on its founder director, who puts in more hours than there is funding for and is the lead for all fundraising, strategy and operations.

		Funding needs to be secured to make this a viable director role.
Other		N/A

## 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	CIO
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><b>Appointment of charity trustees</b></p> <p>(1) Apart from the first charity trustees, every trustee must be appointed by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>(2) Charity trustees serving as Chair, Vice-Chair, Treasurer and Secretary shall be appointed for terms of two (2) years respectively and may in that continuing capacity stand for office as a charity trustee for a maximum of three (3) consecutive terms. All other charity trustees shall be appointed for terms of one (1) year and may stand for office as a charity trustee for a maximum of three (3) consecutive terms.</p> <p>(3) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</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><b>Induction</b></p> <p>All new trustees are provided with:</p> <ul style="list-style-type: none"> <li>(a) a copy of the constitution and any amendments made to it; and</li> <li>(b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.</li> </ul> <p><b>Training</b></p> <p>Trustees undertake governance and safeguarding training at the start of their role. In addition, specific training courses are provided according to trustees' individual areas of focus, such as in charity finance or impact measurement.</p>
The charity's organisational structure and any wider	Para 1.51	The charity's organisational structure is illustrated below.

network with which the charity works		<pre> graph TD     Trustees[Trustees] --&gt; ActingDirector[Acting Director]     Trustees --&gt; Advisers[Advisers]     ActingDirector --&gt; Facilitators[Facilitators]     ActingDirector --&gt; ProgrammesCoordinator[Programmes Coordinator]     ActingDirector --&gt; CurriculumTeam[Curriculum Team]     Advisers --&gt; CurriculumTeam     ProgrammesCoordinator --&gt; Volunteers[Volunteers]     ProgrammesCoordinator --&gt; PeerLeaders[Peer Leaders] </pre>
Relationship with any related parties	Para 1.51	N/A
Other		N/A

## Reference and Administrative details

Charity name	Springboard Youth Academy CIO
Other name the charity uses	N/A
Registered charity number	1191062
Charity's principal address	111 KING'S CROSS ROAD LONDON WC1X 9LR



### 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	Louise Rodgers	Chair	August 2020 - July 2022	
2	Mazie Lyn	Co-Vice Chair	August 2020 - July 2022	
3	Aiswarya Kishor	Co-Vice Chair	August 2020 - Present	
4	Lerato Islam	Secretary	August 2020 - November 2021	
5	Tania Khojasteh		August 2020 - Present	
6	Danielle Airapetjana		August 2020 - Present	
7				
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17				
18				
19				
20				

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

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	


## Funds held as custodian trustees on behalf of others

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

### 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

N/A

## Other optional information

N/A

## Declarations

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

Signed on behalf of the charity's trustees



Signature(s)

Full name(s) Emily Huballah

Position (eg Secretary, Chair, etc) Chair

Date 12.02.2023

	Signature(s)	
	Full name(s)	
	Position (eg Secretary, Chair, etc)	
	Date	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Springboard Youth Academy CIO

1191062

## Receipts and payments accounts

CC16a

For the period  
from

01/05/2021

To

30/04/2022


### 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 £
<b>A1 Receipts</b>					
Donations	5,527	-	-	5,527	-
Grants	-	36,053	-	36,053	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	5,527	36,053	-	41,580	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	5,527	36,053	-	41,580	-
<b>A3 Payments</b>					
Materials		1,789	-	1,789	-
Staff Costs		45,993	-	45,993	-
Professional Fee	1,080		-	1,080	-
Insurance		175	-	175	-
IT Consumables and Telephone		71	-	71	-
Travel & Subsistence	94	3,304	-	3,398	-
Bank Charges		-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	1,174	51,333	-	52,507	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	1,174	51,333	-	52,507	-
<b>Net of receipts/(payments)</b>	4,353	- 15,280	-	- 10,927	-
<b>A5 Transfers between funds</b>			-	-	-
<b>A6 Cash funds last year end</b>	4,712	18,900	-	23,612	-
<b>Cash funds this year end</b>	9,065	3,620	-	12,685	-

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	Bank	10,406	2,328	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>9,065</b>	<b>3,620</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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  
Emily Huballah

Date of approval  
27/02/2023



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Springboard Youth Academy CIO

On accounts for the year  
ended

30/04/2022

Charity no  
(if any)

1191062

Set out on pages

1 -2

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 /04 /2022.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

Date:

27/02/2023

Name:

S Ahmed

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

ICAEW

Address:

Suite F3 Wenzel House, Olds Approach, Tolpits Lane

Watford WD18 9AB

**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.**