

WARWICK POLISH SATURDAY SCHOOL

England & Wales · Charity number 1200089

Details

Status Registered

Legal form CIO

Registered 2022-08-17

Register [View on the Charity Commission register](#)

Contact

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2
Stratford-upon-Avon
2 Brookside Close
CV37 9PL

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Activities

Objects: TO ADVANCE EDUCATION FOR THE PUBLIC BENEFIT IN POLISH LANGUAGE, HISTORY, GEOGRAPHY, CULTURE, TRADITION AND HERITAGE, IN PARTICULAR, BUT NOT EXCLUSIVELY BY PROVIDING A SUPPLEMENTARY SCHOOL, WARWICK POLISH SATURDAY SCHOOL.

Activities: School provides lessons of Polish language, tradition and culture.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People, Other Defined Groups

Geography

- Warwickshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£46,924	£47,277	-	-
2023-08-31	£30,444	£23,418	-	-

Trustees

Name	Role	Appointed
Agnieszka Wojcieszynski		2024-06-15
Anna Bas		2024-06-15
Katarzyna Bartnik- Karnowska		2024-06-15
Melania Milecka-Forrest Milecka		2024-08-15

WARWICK POLISH SATURDAY SCHOOL

England & Wales - Charity number 1200089

Accounts



Trustees' Annual Report for the period

Period start date 1.09.2023 Period end date 31.08.2024

Period end date

Charity name: Warwick Polish Saturday School

Charity registration number: 1200089

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>Educational and Cultural Mission: The primary objective is to teach children the Polish language, including reading, writing and grammar, as well as elements of Polish history, literature, and geography engaging manner. This mission also involves preserving Polish traditions and customs. The school facilitates the integration of bilingual or multilingual children and encourages them to speak Polish.</p> <p>Maintenance of National identity: The school aims to help children preserve their Polish national identity and foster an interest in their Polish heritage.</p> <p>Promotion of Polish Culture: Dedicated to promoting Polish culture and heritage, the school organises social and cultural events that connect the broader community. These efforts raise the profile of the local Polish community and foster better understanding and integration within Inclusivity and Non-Discrimination: The school is committed to welcoming students regardless of their religion, race, origin, social status, or the political views of their parents and guardians.</p> <p>Non-Profit Orientation: As an independent and non-profit institution, the school operates without a profit motive, focusing solely on its educational and cultural mission to integrate the local Polish community.</p> <p>Learning and Development for Staff. The school provides learning and development opportunities for its staff and volunteers, which indirectly benefits the public by enhancing the quality of education and community engagement</p>
Summary of the main activities in relation to those	Para 1.17 and 1.19	The primary activity of this initiative is a complementary educational program

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purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.



designed to fulfil the objectives stated above. The school operates on a three-term basis, offering approximately ten three-hour sessions on Saturday mornings each term (Classes do not take place during school holidays and public holidays).

The School's educational program was developed based on the Core Curriculum for Polish Students Studying Abroad by the Centre for the Development of Polish Education Abroad (www.orpeg.pl). During its inaugural year, the Board focused on raising the school's profile in the Warwick and Leamington areas to encourage student enrolment. Promotional efforts included social media campaigns, Facebook advertisements, and networking at events organised by other local Polish organisations. Approximately 60 students enrolled in the first year, and they were divided into four age groups. No students requiring GCSE or A-Level education enrolled.

The school applied for and received grant funding, which facilitated the organisation of various events and workshops for the benefit of the students and the broader community.

- **Nativity Concert:** This event gathered the wider Polish community to celebrate Polish Christmas traditions. It featured the singing of Polish carols with the choir, a Nativity performance by the students, and the enjoyment of traditional Polish cakes. The event was well received by both children and adults.
- **Holiday Club:** This club provided a subsidised childcare option for Polish-speaking children during the school holiday period, including free lunches and trips.

In addition to these external activities, the school organised internal events such as:

- **Polish Heritage Day:** This event included a presentation of the traditional Polish folk dance "Kraakowiak" by the students, a display of students' artworks from the contest called "What is my association with Poland" (with book prizes awarded to the winners), and a parent contest for the best traditional Polish cake.
- **Carnival Ball.** This celebration, marking the end of the festive season before Christian Lent, featured children dressed in costumes and participation in traditional carnival games.

		The school is committed to the professional development of its staff, offering paid training courses to ensure high-quality teaching. Additionally, the school provides regular volunteering opportunities as teaching assistants, which serve as 8 means for community service for professional career development. The Board has set the school fees as low as possible to ensure affordability for families from modest financial backgrounds. To underline the value, we place on continuity for families and as part of our emphasis on attracting and retaining high calibre staff, we offer fee discounts (such as sibling and staff discounts). The school welcomes students of all races and backgrounds, including those with special educational needs, who participate in sessions under the supervision of their legal guardians
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees of the Polish Saturday School in Warwick affirm that they have considered the guidance issued by the Charity Commission regarding public benefit. In conducting the charity's activities managing its affairs, the trustees have endeavoured to ensure that the school operates consistently with the principles of public benefit as outlined by the Commission. This includes providing accessible educational and cultural programs for the public good, ensuring inclusivity in our practices, maintaining non-profit model that directs resources back into the community and our services

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	In accordance with the School's Constitution, the Head of the School is responsible for securing and settling funding. The Board appointed the Chair of the Trustees to authorise and sign off on the grant contractual obligations
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The school does not receive regular donations.. As previously mentioned, the school offers volunteering roles as Teaching Assistants. interest in these opportunities is often limited. Consequently, the Board has decided to

		waive school fees for any parent or guardian of a student who volunteers, ensuring that the minimum staffing requirements are consistently met.
Other		

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>One of our most significant charitable achievements is the successful implementation of a bilingual education program. This initiative has enabled Polish children in Warwick to maintain fluency in their native language while supporting their integration into English-speaking environments. As a result, it has strengthened both their linguistic skills and cultural adaptability. This initiative has helped Polish children in Warwick maintain fluency in their native language while supporting their integration into English-speaking environments, thereby enhancing their linguistic and cultural adaptability. The greatest accomplishment of the Polish Saturday School is the creation of an environment where Polish and bilingual children can learn and practice the Polish language. Over the past year, the pupils have achieved the following main goals:</p> <p>Increasing interest in the Polish language and culture developing the ability to communicate in Polish, both orally and in writing. Enhancing Polish language skills, particularly by enriching vocabulary and enabling appropriate use in various verbal and situational contexts. Acquiring basic knowledge about Polish culture, society, geography, and history, which fosters a stronger identification with Polish traditions and heritage</p> <p>Cultural Preservation and Transmission. The school has played a crucial role in preserving and transmitting Polish culture, traditions, and history to the younger generation, thereby maintaining the cultural heritage among Polish families living in the UK. During Saturday classes, children learn about Polish customs, including the blessing of food on Holy Saturday, the Smigus-13yngus tradition (Wet Monday), and the</p>

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<p>offer educational resources, social support and opportunities to celebrate cultural and national identity at special events, multiculturalism. The activities of the Polish Saturday School have also yielded broader societal benefits, including promoting enhancing cultural diversity, and contributing to the richness of the local community's social fabric. The school collaborates closely with other Polish schools in the region. Bradford The Polish Saturday School also increase cultural diversity, and contribute to building a cohesive local community.</p>		<p>celebration of Grandma's and Grandpa's Day. Before Christmas, students learn traditional Polish carols and sing them together during the Nativity Play. They also participate in the national singing of the anthem on Remembrance Day, marking the 105th anniversary of Poland's independence, and engage in quizzes on Polish history and geography during Polish Heritage Day. Community Integration and Cohesion Through various cultural events and activities, the school has fostered a sense of community among Polish families and facilitated better understanding and integration between the Polish and wider English communities, thus contributing to social cohesion and mutual cultural appreciation. The Polish School in Warwick was established by four Polish mothers who wanted a place for their children to learn the Polish language and understand the culture, history, and geography of Poland. This initiative was made possible through collaboration between the principal of another Saturday school and the principal of an English primary school. Both institutions work closely together. The school's events and cultural activities strengthen the sense of community among Polish families and promote better integration between the Polish and English communities, enhancing social cohesion and mutual cultural recognition. Inclusivity and Equal Opportunities The school's inclusive approach ensures that its programs benefit a broad segment of society, promoting equality and non-discrimination. multilingual Children from Polish, bilingual, and families with varying levels of Polish language proficiency are welcomed. We embrace diversity, promote equality, and do not tolerate disclination. Empowerment of Polish Children and Families The charity's efforts have empowered Polish children and their families in Warwick by providing educational resources, community support, and a platform to celebrate their cultural identity. As a result, the position of Polish children and their families in Warwick and neighbouring Leamington Spa has been strengthened. They have made new acquaintances and friendships, and the created community allows children to further develop and practice Polish</p>
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	N/A	
	N/A	
	N/A	
<p>The charity's primary source of funds (including any fundraising)</p>	N/A	

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		<p>beyond Saturday classes. The school offers educational resources, social support, and opportunities to celebrate cultural and national identity at special events. multiculturalism, The activities of the Polish Saturday School have also yielded broader societal benefits, including promoting enhancing cultural diversity, and contributing to the richness of the local community's social fabric. The school co8aborates closely with other Polish schools in the region, such as the Polish Saturday School in Stratford These activities promote increase cultural diversity, and contribute to building a cohesive local community</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Other</p>		<p>N/A</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial statements reveal that the net income for the year amounted to £46,924 which includes £15830 generated from fees related to school activities and generated from several grants. Total expenditures amounted to £47,277, resulting in a closing cash balance of -£360 for the period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trustees routinely performed assessments of the school's financial status, budgetary distributions, and spending relative to the planned budget. These assessments incorporated a quarterly cash flow analysis, a crucial component of the school's responsible fiscal governance. At the period's conclusion, £30206 in restricted funds, linked to received grants, was retained
Amount of reserves held	Para 1.22	At the end of the period, the charity held total of unrestricted funds (£15830) and £30206 of restricted funds resulting in a closing cash balance -£360
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	The net difference between receipts and payments stood at -£360, year. Nonetheless, the pupils population remained relatively stable over the year. The Trustees proactively sought to advertising increase enrolment by implementing various marketing strategies on social media. These included consistent updates on local Polish community Facebook pages, and maintaining an active school Facebook page featuring regular class activity updates. Additionally, the school's visibility was enhanced through the organisation of public events such as a Christmas Nativity, Polish Heritage Day, Summer Club, Carnival Ball.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The primary risks to the charity's financial stability are as follows: A possible decline in student enrolment, which could lead to reduced income from school fees. A potential rise in the rental costs for the facilities utilised for classes.

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 financial statements reveal that the net income for the year amounted to - £360, which includes £15830 generated from the School fees: a one 3-hour session for 1 child £10 one 3-hour session for 2 children —£18, the one 3-
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		<p>hour session for 1 pre-school child- £13. A significant portion of the funds was allocated to educational and cultural initiatives that fall outside the school's primary activities. Programs like the Christmas Nativity, Carnival Ball, Polish Heritage Day not only enriched our pupils understanding of Polish heritage but also invited local residents to participate, fostering greater integration of the Polish community within the broader local society. The Trustees continue to uphold their strategy of reinvesting all net income to advance the charitable goals of our organisation.</p>
<p>Investment policy and objectives including any social investment policy adopted</p>	<p>Para 1.46</p>	<p>N/A</p>
<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>Monitoring the risks confronting the school. A structured assessment of the charity's risks is conducted roughly every six months during the Trustees' meetings. The Trustees have pinpointed the following key risks and the strategies to mitigate them. We address this risk through the implementation of . comprehensive safeguarding policies, meticulous staff recruitment procedures, pastoral support for pupils and staff alike, be the proactive endangerment of health and safety concern. sustainability Financial Stability: The School's depends on the collection of pupil fees and the timely payment of bills. Additionally, the potential increase in rent for the premises used for classes was a concern for the Trustees. These financial risks are managed through various marketing initiatives, including online promotion via Facebook, distribution of leaflets, and hosting open events for the Polish community. Ensuring academic excellence for our current pupils also plays a crucial role. These efforts are aimed at attracting new pupils to enrol, thereby increasing revenue and ensuring a stable cash flow.</p>
<p>Other</p>		

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Structure, Governance and Management

<p>Description of charity's trusts:</p>		<p>The Warwick Polish Saturday School is a Charitable Incorporated Organization (CIO) governed by the CIO and School's Constitutions. The day-to-day operations of the school are delegated to the Head, who also is the CEQ of the charity. The Head is supported by a Vice-Head, appointed from among the school's staff by the Head, and administrative functions. The Head undertakes key leadership responsibilities, overseeing both educational. This includes the recruitment and training of educational staff, based compliance with the school's policies. The Head is also responsible for organising both internal and external events and promoting the School. IA collaboration with Trustee's and staff. Additionally, the Head and Trustee's represent the school externally. The Head is appointed by the Trustees for a two-year term. The Head may be removed during a meeting of the Trustees by a simple majority vote conducted by secret ballot. The reason for removal may be gross neglect of duties, safety of children, lack of or obstruction of cooperation with the Trustees or the Teaching Staff</p>
<p>comType of governing document (trust deed, royal charter)</p>	<p>Para 1.25</p>	
<p>How is the charity constituted? (e.g unincorporated association, CIO)</p>	<p>Para 1.25</p>	
<p>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</p>	<p>Para 1.25</p>	<p>New trustees may be recruited to the Board at any time by the existing Trustees. The School's Constitution stipulates that the election of a new trustee must be agreed upon by a unanimous vote. The Trustees approve the annual financial plan proposed by the Head and approve any unexpected expenses on an ad-hoc basis as necessary. The Head and Trustees have the authority to amend the School's Constitution. Membership is limited to individuals appointed as trustees of the CIO. All designated trustees are automatically admitted as members with voting rights, and membership is non-transferable. However, if their children attend the School, and to streamline the expenses procedure, it has been agreed by the Board that they are entitled to a 25% fee discount as reasonable</p>

		reimbursement of their expenses. The circumstances resignation, under which a trustee's office may be vacated include unexcused absences from meetings, removal for conduct prejudicial to the CIQ, bankruptcy, or legal disqualification. The School's Constitution also allows the Head to apply for the removal of a trustee due to lack of cooperation and hindrance to the school's work and expenses. Trustees must declare any conflicts of interest and abstain from voting on matters where such conflicts exist
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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	The Trustees are required to familiarize themselves with all necessary policies
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Polish Saturday School in Warwick operates within a network of other Polish schools abroad and collaborates with the Polish government and various educational organisations in Poland.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Warwick Polish Saturday School
Other name the charity uses	Polska Szkoła Sobotnia im. Juliana Tuwima w Warwick
Registered charity number	1200089
Charity's principal address	2 Brookside Close Cv37 9PL Stratford upon Avon

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Funds held as custodian trustees on behalf of others

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

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)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Compliance with Data Protection Laws: Laws such as the General Data Protection Regulation (GDPR) in the European Union and similar legislation in other regions strictly control how personal data is collected, used, and shared. Disclosing the intimate details of staff or volunteers without proper legal grounds or consent can violate these laws. 2. Protection of Personal Information: The personal details of key personnel, including names, contact information, and other identifying data, are protected to prevent misuse. This includes protection against identity theft, fraud, stalking, or harassment. Other optional information

Other optional information

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	MELANIA MILECKA-FORREST		15 August 2024	
2	KATARZYNA BARTNIK-KARNOJSKA		15 June 2024	
3				
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Corporate trustees – names of the directors at the date the report was approved

Director name	

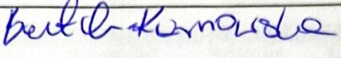
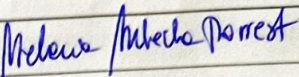
Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year

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)	KATARZYNA BARTNIK-KARNOUSKA	MELANIA MILECKA - FORREST
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	14/06/2025	

Receipts and payments accounts

For the period from 30.08.2023 To 31.08.2024

Section A Receipts and payments

	Unrestricted to the nearest £	Restricted to the nearest £	Endowment to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
grant		3501		3 501	
grant		1834		1 834	
grant		1420		1 420	
grant		600		599	
grant		5394		5 394	
grant		1424		1 424	
grant		1614		1 614	
grant		949		949	
grant		1695		1 695	
grant		1699		1 699	
grant		1022		1 022	
grant		1783		1 783	
grant		20		20	
grant		1830		1 830	
grant		5419		5 419	
parents	16 830			16 830	
Sub total (Gross income for AY)	16 830	30 204		46 934	

A2 Asset and investment sales, (see table).					
Sub total	16 830	30 204		46 934	
Total receipts	16 830	30 204		46 934	

A3 Payments					
Accountancy	585			585	
food	486	108		561	
hiring	3 073	1 418		5 388	
HMRG	1 442			1 442	
office equipment	187	5 280		5 477	
promotion	160	215		375	
salaries	6 331	16 856		23 186	
stationery	1 614	2 438		3 953	
transport	707			707	
training	388			388	
post office	112			112	
phone	330			330	
other	339			339	
grant refund		3 551		3 551	
Sub total	16 534	29 860		46 394	

A4 Asset and investment purchases, (see table)					
Sub total					
Total payments	16 534	29 860		46 394	

Net of receipts/(payments)	-704	344		- 360	
A5 Transfers between funds					
A6 Cash funds last year end					
Cash funds this year end	-	704	344	-	360

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	Current account	704		
	Total cash funds	-	457	
	<small>(agree balances with receipts and payments account(s))</small>			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		0		

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		0		
		0		

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		0		0

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Katarzyna Bartnik	KATARZYNA BARTNIK-KARMOLSKA	14.06.25
Melania Nielecka-Forrest	MELANIA NIECKA-FORREST	14.06.25

Independent examiner's report

to the trustees of "*Warwick Polish Saturday School*"

Charity no: 1200089

I report on the accounts of the Trust for the year ended 31 August 2024, which are set out on pages 1 to 2.

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 section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts under section 145 of the 2011 Act;
2. To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
3. 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 Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 section 130 of 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;
2. **To which, in my opinion**, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name of examiner:

Beata Polus Beata Polus

Relevant professional qualification or body (if any):

Certified Public Accountant

Name of practice (if any):

Balance Point Accounting Ltd

Address:

2 Victory Road, Southampton, SO15 8QZ

Date:

14/06/2025

WARWICK POLISH SATURDAY SCHOOL

England & Wales - Charity number 1200089

Accounts



Trustees' Annual Report

for the period from 1.09.2022 to 31.08.2023

Charity name: Warwick Polish Saturday School

Charity registration number: 1200089

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>Educational and Cultural Mission: The primary objective is to teach children the Polish language, including reading, writing, and grammar, as well as elements of Polish history, literature, and geography in an engaging manner. This mission also involves preserving Polish traditions and customs. The school facilitates the integration of bilingual or multilingual children and encourages them to speak Polish.</p> <p>Maintenance of National Identity: The school aims to help children preserve their Polish national identity and foster an interest in their Polish heritage.</p> <p>Promotion of Polish Culture: Dedicated to promoting Polish culture and heritage, the school organises social and cultural events that connect the broader community. These efforts raise the profile of the local Polish community and foster better understanding and integration within the wider community.</p> <p>Academic Preparation: The school prepares students for important academic milestones, including GCSE and A-level exams in Polish.</p> <p>Inclusivity and Non-Discrimination: The school is committed to welcoming</p>

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A.K.

		<p>students regardless of their religion, race, origin, social status, or the political views of their parents and guardians.</p> <p>Non-Profit Orientation: As an independent and non-profit institution, the school operates without a profit motive, focusing solely on its educational and cultural mission to integrate the local Polish community.</p> <p>Learning and Development for Staff: The school provides learning and development opportunities for its staff and volunteers, which indirectly benefits the public by enhancing the quality of education and community engagement.</p>
<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.</p>	<p>Para 1.17 and 1.19</p>	<p>The primary activity of this initiative is a complementary educational program designed to fulfil the objectives stated above. The school operates on a three-term basis, offering approximately ten three-hour sessions on Saturday mornings each term (Classes do not take place during school holidays and public holidays).</p> <p>The School's educational program was developed on the basis of the <i>Core Curriculum for Polish Students Studying Abroad</i> by the Centre for the Development of Polish Education Abroad (https://www.orpeg.pl/).</p> <p>During its inaugural year, the Board focused on raising the school's profile in the Warwick and Leamington areas to encourage student enrollment. Promotional efforts included social media campaigns, Facebook advertisements, and networking at events organised by other local Polish organisations.</p> <p>Approximately 40 students enrolled in the first year, and they were divided into four age groups. No students requiring GCSE or A-Level education enrolled.</p> <p>The school applied for and received grant funding, which facilitated the organisation of various events and</p>

M. Idzicki
A.K.

workshops for the benefit of the students and the broader community.

- **Nativity Concert:** This event gathered the wider Polish community to celebrate Polish Christmas traditions. It featured the singing of Polish carols with the choir, a Nativity performance by the students, and the enjoyment of traditional Polish cakes. The event was well received by both children and adults.
- **Holiday Club:** This club provided a subsidised childcare option for Polish-speaking children during the school holiday period, including free lunches.
- **Fun Factory:** A series of weekly evening activity workshops aimed at integrating children of Eastern European heritage, though open to all children free of charge.
- **Art Club:** Weekly evening art workshops open to children in the local area free of charge.

In addition to these external activities, the school organised internal events such as:

- **Polish Heritage Day:** This event included a presentation of the traditional Polish folk dance 'Krakowiak' by the students, a display of students' artworks from the contest 'What is my association with Poland?' (with book prizes awarded to the winners), and a parent contest for the best traditional Polish cake.
- **Carnival Ball:** This celebration, marking the end of the festive season before Christian Lent, featured children dressed in costumes and participating in traditional carnival games.
- **Reciting Contest:** Several students attended this contest at the Polish Saturday School in Rugby, reciting poems by Polish

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		<p>authors on the theme of travelling.</p> <p>The school is committed to the professional development of its staff, offering paid training courses to ensure high-quality teaching. Additionally, the school provides regular volunteering opportunities as teaching assistants, which serve as a means for community service and professional career development.</p> <p>The Board has set the school fees as low as possible to ensure affordability for families from modest financial backgrounds. To underline the value we place on continuity for families and as part of our emphasis on attracting and retaining high calibre staff, we offer fee discounts (such as sibling and staff discounts).</p> <p>The school welcomes students of all races and backgrounds, including those with special educational needs, who participate in sessions under the supervision of their legal guardians.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trustees of the Polish Saturday School in Warwick affirm that they have considered the guidance issued by the Charity Commission regarding public benefit. In conducting the charity's activities and managing its affairs, the trustees have endeavoured to ensure that the school operates consistently with the principles of public benefit as outlined by the Commission. This includes providing accessible educational and cultural programs for the public good, ensuring inclusivity in our practices, and maintaining a non-profit model that directs resources back into the community and our services.</p>

Additional information (optional)

	SORP reference	
Policy on grant making	Para 1.38	In accordance with the School's Constitution, the Head of the School is responsible for securing and settling

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		grant funding. The Board appointed the Chair of the Trustees to authorise and sign off on the grant contractual obligations.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>The School does not receive regular donations.</p> <p>On one occasion, online donations were collected through a fundraising website to assist with the initial setup costs of the School.</p> <p>As previously mentioned, the School offers volunteering roles as Teaching Assistants.</p> <p>Interest in these opportunities is often limited. Consequently, the Board has decided to waive school fees for any parent or guardian of a student who volunteers, ensuring that the minimum staffing requirements are consistently met.</p>

Achievements and Performance

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>Promotion of Bilingual Education</p> <p>One of our significant charitable achievements is the successful implementation of a bilingual education program. This initiative has helped Polish children in Warwick maintain fluency in their native language while supporting their integration into English-speaking environments, thereby enhancing their linguistic and cultural adaptability.</p> <p>The greatest accomplishment of the Polish Saturday School is the creation of an environment where Polish and bilingual children can learn and practice the Polish language. Over the past year, the pupils have achieved the following main goals:</p>
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- Increasing interest in the Polish language and culture.
- Developing the ability to communicate in Polish, both orally and in writing.
- Enhancing Polish language skills, particularly by enriching vocabulary and enabling appropriate use in various verbal and situational contexts.
- Acquiring basic knowledge about Polish culture, society, geography, and history, which fosters a stronger identification with Polish traditions and heritage.

Cultural Preservation and Transmission

The school has played a crucial role in preserving and transmitting Polish culture, traditions, and history to the younger generation, thereby maintaining the cultural heritage among Polish families living in the UK. During Saturday classes, children learn about Polish customs, including the blessing of food on Holy Saturday, the Śmigus-Dyngus tradition (Wet Monday), and the celebration of Grandma's and Grandpa's Day.

Before Christmas, students learn traditional Polish carols and sing them together during the Nativity Play. They also participate in the national singing of the anthem on Remembrance Day, marking the 105th anniversary of Poland's independence, and engage in quizzes on Polish history and geography during Polish Heritage Day.

Community Integration and Cohesion

Through various cultural events and activities, the school has fostered a sense of community among Polish families and facilitated better understanding and integration between the Polish and wider English communities, thus contributing to social cohesion and mutual cultural appreciation.

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The Polish School in Warwick was established by four Polish mothers who wanted a place for their children to learn the Polish language and understand the culture, history, and geography of Poland. This initiative was made possible through collaboration between the principal of another Saturday school and the principal of an English primary school. Both institutions work closely together.

The school's events and cultural activities strengthen the sense of community among Polish families and promote better integration between the Polish and English communities, enhancing social cohesion and mutual cultural recognition.

Inclusivity and Equal Opportunities

The school's inclusive approach ensures that its programs benefit a broad segment of society, promoting equality and non-discrimination. Children from Polish, bilingual, and multilingual families with varying levels of Polish language proficiency are welcomed. We embrace diversity, promote equality, and do not tolerate discrimination.

Empowerment of Polish Children and Families

The charity's efforts have empowered Polish children and their families in Warwick by providing educational resources, community support, and a platform to celebrate their cultural identity. As a result, the position of Polish children and their families in Warwick and neighbouring Leamington Spa has been strengthened. They have made new acquaintances and friendships, and the created community allows children to further develop and practice Polish beyond Saturday classes. The school offers educational resources, social support, and opportunities to celebrate cultural and national identity at special events.

Broader Societal Benefits

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		<p>The activities of the Polish Saturday School have also yielded broader societal benefits, including promoting multiculturalism, enhancing cultural diversity, and contributing to the richness of the local community's social fabric. The school collaborates closely with other Polish schools in the region, such as the Polish Saturday School in Stratford (jointly attending a theatre performance of Thumbelina at the Polish Social and Cultural Center in London) and participating in a recitation competition organised by the Polish Saturday School in Rugby.</p> <p>These activities promote multiculturalism, increase cultural diversity, and contribute to building a cohesive local community.</p>
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Additional information (optional)

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial statements reveal that the net income for the year amounted to £30,444, which includes £10,893 generated from fees related to school activities and £19,331 generated from several grants, and £220 from various donations. Total expenditures amounted to £23,418, resulting in a closing cash balance of £7,026 for the period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trustees routinely performed assessments of the school's financial status, budgetary distributions, and spending relative to the planned budget. These assessments incorporated a quarterly cash flow analysis, a crucial component of the school's responsible fiscal governance. At the period's conclusion, £7,026 in restricted funds, linked to received grants, was retained.
Amount of reserves held	Para 1.22	At the end of the period, the charity held total of unrestricted funds (-£2,986) and £10,012 of restricted funds resulting in a closing cash balance of £7,026.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	<p>The net difference between receipts and payments stood at -£2,986, primarily due to the collection of school fees falling short of expectations. This shortfall occurred during the school's inaugural year, which coincided with the initial enrolment of pupils from the local Polish community.</p> <p>Given that the school was newly established, accurately predicting pupil numbers and retention rates proved challenging. Nonetheless, the pupils population remained relatively stable over the year.</p> <p>The Trustees proactively sought to increase enrolment by implementing various marketing strategies on social media. These included paid Facebook advertising campaigns, consistent</p>

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		<p>updates on local Polish community Facebook pages, and maintaining an active school Facebook page featuring regular class activity updates.</p> <p>Additionally, the school's visibility was enhanced through the organisation of public events such as a Christmas Nativity, Art Club, and Fun Factory.</p>
<p>Explanation of any uncertainties about the charity continuing as a going concern</p>	<p>Para 1.23</p>	<p>The primary risks to the charity's financial stability are as follows:</p> <p>A possible decline in student enrolment, which could lead to reduced income from school fees.</p> <p>A potential rise in the rental costs for the facilities utilised for classes.</p> <p>For a detailed account, please refer to the section titled 'A Description of the Principal Risks Facing the Charity.'</p>

Additional information (optional)

<p>The charity's principal sources of funds (including any fundraising)</p>	<p>Para 1.47</p>	<p>The financial statements reveal that the net income for the year amounted to £30,444, which includes £10,893 generated from the School fees:</p> <ul style="list-style-type: none"> ● One 3-hour session for 1 child – £10 ● One 3-hour session for 2 children – £18 ● One 3-hour session for 1 pre-school child - £16 <p>A significant portion of the funds was allocated to educational and cultural initiatives that fall outside the school's primary activities. Programs like the Christmas Nativity, Fun Factory, and Art Club not only enriched our pupils' understanding of Polish heritage but also invited local residents to participate, fostering greater integration of the Polish community within the broader local society.</p> <p>The Trustees continue to uphold their strategy of reinvesting all net income to advance the charitable goals of our organisation.</p> <p>The Trustees also undertake fundraising efforts by organising School</p>
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		raffles or soliciting donations such as sweets and coffee for use during School events. However, it should be noted that this is not the primary source of funds for the School.
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	<p>The Trustees are tasked with monitoring the risks confronting the School. A structured assessment of the charity's risks is conducted roughly every six months during the Trustees' meetings.</p> <p>The Trustees have pinpointed the following key risks and the strategies to mitigate them:</p> <p>Reputation: The School's reputation for providing quality education and ensuring the well-being of our pupils is fundamental to our success. We address this risk through the implementation of comprehensive safeguarding policies, meticulous staff recruitment procedures, pastoral support for pupils and staff alike, and the proactive management of health and safety concerns.</p> <p>Financial Stability: The School's sustainability depends on the collection of pupil fees and the timely payment of bills. Additionally, the potential increase in rent for the premises used for classes was a concern for the Trustees. These financial risks are managed through various marketing initiatives, including online promotion via Facebook, distribution of leaflets, and hosting open events for the Polish community. Ensuring academic excellence for our current pupils also plays a crucial role. These efforts are</p>

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		aimed at attracting new pupils to enrol, thereby increasing revenue and ensuring a stable cash flow.
Other		N/A

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Structure, Governance and Management

The Warwick Polish Saturday School is a Charitable Incorporated Organisation (CIO) governed by the CIO and School's Constitutions.

The day-to-day operations of the School are delegated to the Head, who also is the CEO of the charity.

The Head is supported by a Vice-Head, appointed from among the School's staff by the Head.

The Head undertakes key leadership responsibilities, overseeing both educational and administrative functions. This includes the recruitment and training of educational staff, ensuring compliance with the School's policies. The Head is also responsible for organising both internal and external events and promoting the School in collaboration with Trustees and staff. Additionally, the Head and Trustees represent the School externally.

The Head is appointed by the Trustees for a two-year term. The Head may be removed from office during a meeting of the Trustees by a simple majority vote in a secret ballot. The reason for removal may be gross neglect of duties, safety of children, lack of or obstruction of cooperation with the Trustees or the Teaching Staff.

A quorum for decision-making by the Trustees requires a minimum of three trustees, with decisions taken by a majority vote, except when electing new trustees, as outlined below.

New trustees may be recruited to the Board at any time by the existing Trustees. The School's Constitution stipulates that the election of a new trustee must be agreed upon by a unanimous vote.

The Trustees approve the annual financial plan proposed by the Head and also approve any unexpected expenses on an ad-hoc basis as necessary.

The Head and Trustees have the authority to amend the School's Constitution.

Membership is limited to individuals appointed as trustees of the CIO. All designated trustees are automatically admitted as members with voting rights, and membership is non-transferable.

The Board has agreed to appoint an independent advisor, who participates in meetings but does not have voting rights. The advisor does not receive a salary or reimbursement for expenses. However, if their children attend the School, and to streamline the expenses procedure, it has been agreed by the Board that they are entitled to a 25% fee discount as reasonable reimbursement of their expenses.

The circumstances under which a trustee's office may be vacated include resignation, unexcused absences from meetings, removal for conduct prejudicial to the CIO, bankruptcy, or legal disqualification. The School's Constitution also allows the Head to apply for the removal of a trustee due to lack of cooperation and hindrance to the School's work and expenses.

Trustees do not receive a salary or reimbursement for expenses. However, if their children attend the School, and to streamline the expenses procedure, it has been agreed by the CEO that they are entitled to a 25% fee discount as reasonable reimbursement of their expenses.

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Trustees must declare any conflicts of interest and abstain from voting on matters where such conflicts exist.

During the period from 01/09/2022 to 31/08/2023, trustee Agnieszka Pracik held the roles of keyholder, teacher, and Vice-Head. For these services, she received a salary under special circumstances in accordance with section 185 of the Charity Act 2011. Her salary rate was consistent with that of other employees of the charity during the same period. The decision regarding this exception was made by the other trustees during a meeting on 27/08/2022. The voting trustees considered the best interests of the charity, recognising that the services provided by Trustee Pracik were crucial in launching the Polish Saturday School's operations in September 2022.

Additional information (optional)

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The trustees are required to familiarise themselves with The essential trustee: what you need to know, what you need to do
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Polish Saturday School in Warwick operates within a network of other Polish schools abroad and collaborates with the Polish government and various educational organisations in Poland.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Warwick Polish Saturday School
Other name the charity uses	Polska Szkoła Sobotnia im. Juliana Tuwima w Warwick
Registered charity number	1200089
Charity's CEO	Monika Pawlowska
Charity's principal address	2 Brookside Close CV37 9PL Stratford-upon-Avon

★ Names of the charity Trustees who manage the charity				
	Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)

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1	Agnieszka Prącik	Chair		Board
2	Agnieszka Kwidzińska	Treasurer		Board
3	Malwina Idziak			Board
4	Ida Pakizer			Board
Advisors not formally appointed as Trustee				
5	Katarzyna Bednarczyk	Operational Advisor		Board

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details:

N/A

- 1. Compliance with Data Protection Laws:** Laws such as the General Data Protection Regulation (GDPR) in the European Union and similar legislation in other regions strictly control how personal data is collected, used, and shared. Disclosing the intimate details of staff or volunteers without proper legal grounds or consent can violate these laws.

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2. **Protection of Personal Information:** The personal details of key personnel, including names, contact information, and other identifying data, are protected to prevent misuse. This includes protection against identity theft, fraud, stalking, or harassment.

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): *M. Idziak*
Full name(s): MALWINA J. IDZIAK
Position(s): TRUSTEE
Date: 7th June 2024

Signature(s): *Akwizymia*
Full name(s): AGNIESZKA KWIDZIŃSKA
Position(s): TRUSTEE TREASURER
Date: 7th June 2024

Receipts and payments accounts

For the period from	17/8/2022	To	31/8/2023
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Section A Receipts and payments

	Unrestricted to the nearest	Restricted to the nearest £	Endowment to the nearest	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Dontions PHD	41			41	
Grant Art Club		970		970	
Grant Christmas Nativity		1,420		1,420	
Grant Christmas Nativity Collection		345		345	
Grant fun factory		9,900		9,900	
Grant holiday club parents		545		545	
grant running school Poland		1,151		1,151	
Grant Warwickshire		5,000		5,000	
Online donations	105			105	
Parents	10,893			10,893	
Parents trip to Wales	74			74	
Sub total (Gross income for	11,113	19,331		30,444	
A2 Asset and investment					
Sub total					
Total receipts	11,113	19,331		30,444	
A3 Payments					
Accountancy	297			297	
Advertisement	304			304	
Materials	515			515	
Carnival Party	109			109	
L & P	19			19	
Purchases	112			112	
HRMCE Tax	309			309	
Insurance	234			234	
Slary	10,052			10,052	
PAYE	289			289	
PPS	146			146	
Rent	1,250			1,250	
Staff award	215			215	
Staff Training	248			248	
Grant art club		970.00		970	
Grant Christmas Nativity		1,396.00		1,396	
Grant fun factory		2,317.00		2,317	
grant Holiday club		3,984		3,984	
Grant PHD		652		652	
Sub total	14,099	9,319		23,418	
A4 Asset and investment					
Sub total					
Total payments	14,099	9,319		23,418	
Net of receipts/(payments)	-2,986	10,012		7,026	
A5 Transfers between funds					
A6 Cash funds last year end					
Cash funds this year end	- 2,986	10,012		7,026	

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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	Current account	- 2,986	10,012	
	Total cash funds	7,026		
	(agree balances with receipts and payments account(s))	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		0		
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		0		
		0		
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		0		0

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>M. Idziak</i>	MALWINA IDZIAK	15th May 24
<i>A Kwidzinska</i>	AGNIESZKA KWIDZINSKA	15.05.2024

Independent examiner's report
to the trustees of "Warwick Polish Saturday School"

Charity no: 1200089

I report on the accounts of the Trust for the year ended 31 August 2023, which are set out on pages 1 to 2.

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 section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts under section 145 of the 2011 Act;
2. to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
3. 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 Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 section 130 of 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;
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: *Magdalena Dudek FMAAT*
Relevant professional qualification or body: *AAI*
Address: *8 HARDY CLOSE, DORNING, RH5 4AU*
Date: *28/05/24*

