Zambezi School Project

Trustees' Annual Report

For the period 29 January 2024 – 31 December 2024

Registered UK Charity No: 1206752

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Reference and Administrative Details

Charity name: Zambezi School Project (ZSP)
Registered charity number: 1206752
Governing document: CIO Constitution
Principal office: Park Farm House, Redenham Park, SP119AQ
School Location: Twabane Luzibo Pre & Primary School, Delevu Village, Sekute Chiefdom

Trustees (served throughout 2024):
- Amelie Osborn-Smith
- Veronika Osborn-Smith
- Charlie Edmonds

Structure, Governance and Management

The Zambezi School Project (ZSP) is a Charitable Incorporated Organisation governed by its constitution. Trustees provide strategic leadership, while operational management is delegated to locally employed staff in Zambia whilst being overseen by Trustees in the UK. Recruitment of trustees considers relevant skills and experience, both in the UK and Zambia.

Induction for trustees includes training on legal duties, safeguarding, and charity governance.

The charity employs six staff members in Zambia who were all retained throughout 2024. Oversight is maintained through regular trustee communication with each other and local staff, safeguarding checks and financial oversight.

Objectives and Activities

ZSP exists to provide free, high-quality education for children aged 2–16 in rural Zambia across pre and primary school. Activities in 2024 focused on delivering early years and primary education, maintaining safeguarding, ensuring the welfare of pupils and introducing a feeding programme to keep the children in school rather than at home and hungry.

In addition to education, key infrastructure was developed to improve learning conditions:
- Construction of a new kitchen to provide meals for children
- Building of an office block to strengthen administration and keep supplies safe
- Building of toilet blocks for staff and students to improve sanitation and dignity

Staff training continued in safeguarding, child protection, first aid and teacher training to ensure safe practice and high level learning for our students.

Public Benefit

The trustees confirm they have complied with their duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

ZSP provides clear public benefit by:

- Offering education where access is otherwise limited/non-existent
- Improving literacy and numeracy outcomes to help break the cycle of poverty
- Enhancing life skills through health and community involvement
- Ensuring equality of access regardless of background
- Improving health and nutrition with health checks and school feeding programmes

Achievements and Performance

Educational Growth

The school expanded from 83 pupils at the start of 2024 to 98 by the end of the year, demonstrating both community trust and demand. Families have moved from farther afield into the area in order to enable their children to attend the school.

Staffing

All six staff members were retained, providing stability and continuity in teaching. Teachers also undertook professional development, including English teaching training, phonics workshops and mathematics training.

Infrastructure

The new kitchen and sanitation facilities have improved health, attendance, and concentration in class. The office block provides a professional base for staff as well as a secure base to store school supplies.

Community Involvement

Parents played an active role by drawing water for school use and supporting sports and extracurricular activities. This strengthens community ownership of the project and encourages harmonious co-existence.

Sports

All of our children have been active in our sports teams. Football and netball have become part of the school timetable to encourage a healthy and active lifestyle.

Case Study - Jessie

Jessie (aged 11) began learning in baby class in January of 2024 unable to read or write. Through dedicated teaching and improved resources, she passed all her state exams by year end and progressed through to grade 2, demonstrating the transformational impact of ZSP's work.

Financial Review

Income for the year totalled £13,913, all from individual donors. Expenditure was £6,255, primarily covering staff salaries and general operations. The resulting surplus increased reserves to £7,658 (all unrestricted).

Trustees are satisfied that the charity is in a sound financial position, with reserves maintained to provide stability and protect against future uncertainties. The focus next year will be on sponsorship programmes as well as building a new classroom block.

Reserves Policy

ZSP's policy is to hold reserves equivalent to 12 months of operating costs to ensure continuity in case of income fluctuations or emergencies. At year end, reserves stood at £7,658, which aligns with this target. Trustees collectively decide when reserves may be drawn upon. The reserves policy is reviewed annually.

Risk Management

Trustees have adopted a low tolerance to risk and in 2024 formalised a risk register. Risks identified include financial shortfalls, safeguarding incidents, reputational issues, and external factors such as political or environmental instability in Zambia.

Mitigation measures include strict safeguarding policies, financial oversight, annual risk reviews, and immediate escalation of any emerging risks to the full board.

Plans for Future Periods

In 2025, ZSP will focus on building a new classroom block to accommodate more pupils and increase enrolment beyond 100. Staff development and training will continue, with trustees aiming to secure additional donor support to sustain operations.

Statement of Trustees' Responsibilities

The trustees are responsible for ensuring that the charity complies with the law, uses its resources exclusively to further its objectives, and safeguards its assets. Trustees must prepare accounts that present a true and fair view of the charity's financial position in line with SORP.

Signed on behalf of the trustees:

Signed: Amelie Osborn-Smith ----- Date: 19/09/2025

Independent Examiner

ZSP's income remains below the threshold requiring an independent examiner or auditor. The trustees have therefore not appointed one for 2024.

Photo Placeholder

This page is reserved for photographs of school facilities, pupils, and community activities.









THE ZAMBEZI SCHOOL PROJECT

REGISTERED CHARITY NUMBER 1206752

STATEMENT OF ACCOUNTS

31 DECEMBER 2024

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FLETCHER & PARTNERS
CHARTERED ACCOUNTANTS
SALISBURY

THE ZAMBEZI SCHOOL PROJECT

CHARITABLE INCORPORATED ORGANISATION

Charity created date	29 January 2024
Registered Charity Number	1206752
Trustees	Miss A B M Osborn-Smith Ms V A M H C Freiin Von Pfetten-Arnbach Mr C Edmonds
Charitable Objects	For the public benefit, to advance the education of the pupils at Zambezi School near Livingstone, Zambia by providing and assisting in the provision of facilities for education at the school.
Principal address	Park Farm House, Redenham Park, Hampshire, SP11 9AQ

THE ZAMBEZI SCHOOL PROJECT

REPORT OF THE ACCOUNTANTS
ON THE UNAUDITED ACCOUNTS
TO THE TRUSTEES

As described on page 3, you have approved the accounts for the year ended 31 December 2024, set out on pages 3 to 4. In accordance with your instructions we have compiled these unaudited accounts from the accounting records and information and explanations supplied to us.

FLETCHER & PARTNERS
Chartered Accountants
Salisbury

THE ZAMBEZI SCHOOL PROJECT
RECEIPTS AND PAYMENTS ACCOUNT
FROM 29 JANUARY 2024 to 31 DECEMBER 2024

	2024 £	2024 £
Receipts		
Donations		20,088
Total receipts		20,088
Payments		
Teachers' wages	3,309	
Teachers' national health insurance	27	
Teachers' pension	269	
Teachers' gifts	181	
Transport	605	
Building costs	973	
School supplies	448	
Website costs	80	
Bank charges	48	
Sundry expenses	209	
Total payments		6,149
Net of receipts/(payments)		13,939
Cash funds last period end		-
Cash funds at end of this period		13,939

THE ZAMBEZI SCHOOL PROJECT
STATEMENT OF ASSETS & LIABILITIES
AS AT 31 DECEMBER 2024

	2024 £
Cash funds	
Bank accounts	13,939
Total Cash funds	13,939
Assets retained for the charity's own use	
Liabilities	
Creditors	-
	-

We approve these accounts and confirm that we have made available all relevant records and information for their preparation.

Signed ..... A B M Osborn-Smith
Miss A B M Osborn-Smith
Trustee
Date 12 October 2025

Signed ..... V A M H C Freiin Von Pfetten-Arnbach
Ms V A M H C Freiin Von Pfetten-Arnbach
Trustee
Date 12 October 2025

Signed ..... C Edmonds
Mr C Edmonds
Trustee
Date 12 October 2025