



AZZA SUPPLEMENTARY SCHOOL CIO

Charity Number: 1207224

Annual Report for the Period

27 February 2024 to 30 June 2025

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1. REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	AZZA SUPPLEMENTARY SCHOOL CIO
Charity Number	1207224
Legal Status	Charitable Incorporated Organisation (CIO)

Charity Name	AZZA SUPPLEMENTARY SCHOOL CIO
Date of Registration	27 February 2024
Principal Address	Westway Trust 1 Thorpe Close LONDON W10 5XL
Contact Telephone	07957184601
Contact Email	Mona.Deyab@westway.org
Treasurer	Mr Abdulsatar Ahmed
Financial Period	27 February 2024 to 30 June 2025 (16 months)
Accounting Basis	Accruals Basis
Charitable Objects	Education/Training; Disability; Economic/Community Development/Employment

2. TRUSTEES' REPORT

The Trustees present their report and the financial statements for the period from 27 February 2024 to 30 June 2025.

2.1 STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

AZZA SUPPLEMENTARY SCHOOL CIO is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission for England and Wales on 27 February 2024. The charity operates under a constitution adopted on incorporation.

Trustees

The Trustees who served during the period and up to the date of signing were:

Name	Position	Date Appointed
Mona Deyab	Chair	27/02/2024
Abdulsatar Ahmed	Treasurer	27/02/2024
Sara Gadin	Trustee	27/02/2024
Muna Ibrahim	Trustee	27/02/2024
Ludan Sharif	Trustee	27/02/2024

Name	Position	Date Appointed
Intisar Hassan	Trustee	27/02/2024

Recruitment and Appointment of Trustees

Trustees are appointed in accordance with the CIO's constitution. The charity seeks trustees with diverse skills and experience relevant to the charity's work, particularly in education, finance, governance, and community development.

Organisational Structure

The charity is managed by its Trustees who meet regularly to oversee strategic direction, financial management, and operational activities. Day-to-day operations are delegated to teaching staff and volunteers under trustee supervision.

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, including:

- Safeguarding of children and vulnerable adults
- Financial sustainability and cash flow management
- Health and safety in educational premises
- Data protection and GDPR compliance
- Reputational risks

Appropriate systems and procedures are in place to mitigate these risks, including safeguarding policies, financial controls, insurance coverage, and regular monitoring.

2.2 OBJECTIVES AND ACTIVITIES

Charitable Objects

The objects of AZZA SUPPLEMENTARY SCHOOL CIO are for the public benefit:

1. **To advance education** of children and young people living in the Royal Borough of Kensington and Chelsea and surrounding areas by the provision of a 'supplementary school' which provides education which supports the National Curriculum and develops the skills and capabilities of those children and young people to enable them to participate in society as mature and responsible adults.
2. **To advance education** of the parents of said children in such ways as the Trustees may from time to time decide.
3. **The relief of those in need** living in the Royal Borough of Kensington and Chelsea and surrounding areas, by reason of youth, age, ill health, disability, financial hardship or other disadvantage through preventative solutions through our regular weekly drop-in sessions which provide advocacy, advice, translation, and signposting support to improve access to provision across health and social care.

Beneficiaries

The charity's activities benefit:

- Children and young people requiring supplementary education
- Parents and families seeking educational support and guidance
- Individuals requiring advocacy and signposting services
- The wider community in West London, particularly those facing disadvantage

Activities Undertaken

During the reporting period, the charity undertook the following activities in furtherance of its objects:

Educational Provision:

- Delivered regular supplementary school sessions supporting the National Curriculum
- Provided qualified teaching staff for core subjects
- Maintained small class sizes to ensure quality learning
- Supplied educational resources including books and learning materials

Parent and Community Support:

- Conducted business meetings to plan and develop services
- Provided refreshments during sessions to create welcoming environment
- Offered advocacy and signposting support to families
- Facilitated access to health and social care services

Infrastructure and Administration:

- Secured and maintained suitable premises for educational activities
- Implemented technology systems (Zoom, Microsoft software) for hybrid learning
- Maintained compliance with HMRC requirements for staff payroll
- Established financial management and reporting systems

Public Benefit

The Trustees confirm that they have complied with their duty under Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. The charity's activities are exclusively charitable and provide clear public benefit through:

- Advancing education for children and young people
- Supporting parents and families
- Relieving disadvantage through accessible services
- No private benefit is conferred on any individual

2.3 ACHIEVEMENTS AND PERFORMANCE

Key Achievements in the Period

Establishment and Registration:

- Successfully registered as a CIO with the Charity Commission on 27 February 2024
- Established governance structures and trustee board
- Set up financial systems and banking arrangements

Educational Delivery:

- Commenced supplementary school operations
- Recruited and managed qualified teaching staff
- Delivered regular educational sessions to children and young people
- Provided learning resources and educational materials

Community Impact:

- Supported families in accessing education and support services
- Created a welcoming and inclusive learning environment
- Built partnerships with local organisations (Westway Trust)
- Provided advocacy and signposting to vulnerable individuals

Financial Management:

- Established robust financial controls
- Maintained compliance with HMRC payroll obligations
- Secured funding and contributions to sustain operations
- Managed resources effectively during start-up phase

Performance Indicators

The Trustees monitor the charity's performance through:

- Regular attendance at educational sessions
 - Feedback from parents and students
 - Financial monitoring against budget
 - Compliance with regulatory requirements
 - Achievement of charitable objectives
-

2.4 FINANCIAL REVIEW

Financial Position Summary

Description	Amount (£)
Opening Balance at 27 February 2024	16,424.57
Total Income	33,421.17
Total Expenditure	(43,898.97)
Net Expenditure for the Period	(10,477.80)
Closing Balance at 30 June 2025	5,946.77

Income Analysis

Income Source	Amount (£)	Percentage
School Fees - Parent Contributions	10,845.00	32.4%
Grants and Funds Received	19,186.00	57.4%
Rent Refunds	1,066.05	3.2%
Cash Deposits (School Fees)	2,280.00	6.8%
Other Income	44.12	0.2%
Total Income	33,421.17	100%

Income Commentary: The charity's income during this 16-month period came primarily from grants and funds (57.4%) and parent contributions for school fees (39.2%). The charity successfully secured multiple funding sources to support its educational activities.

Expenditure Analysis

Expenditure Category	Amount (£)	Percentage
Teacher Salaries	16,460.00	37.5%
School Rent and Premises	19,267.89	43.9%
HMRC - Staff Tax and NI	1,320.04	3.0%
Books and Learning Resources	1,357.43	3.1%
Refreshments and Meetings	803.47	1.8%
Technology (Zoom/Microsoft)	349.88	0.8%

Expenditure Category	Amount (£)	Percentage
Professional Fees (Accountancy)	1,156.00	2.6%
Insurance	341.60	0.8%
Stationery and Office	59.50	0.1%
Other Operating Costs	4,083.16	9.3%
Total Expenditure	43,898.97	100%

Expenditure Commentary: The charity's expenditure was primarily focused on:

- **Educational Delivery (37.5%):** Teacher salaries to ensure quality education
- **Premises Costs (43.9%):** Rent for suitable educational facilities
- **Staff Costs (3.0%):** HMRC obligations for payroll taxes
- **Learning Resources (3.1%):** Books and materials for students
- **Professional Services (2.6%):** Accountancy fees for financial management

The higher premises costs reflect the 16-month reporting period and the need for suitable educational space in West London.

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity continues to adopt the going concern basis in preparing its financial statements.

2.5 RESERVES POLICY

The charity's reserves policy aims to maintain sufficient free reserves to:

- Cover at least 3 months of core operating costs
- Provide a buffer against unexpected expenditure or income shortfalls
- Enable strategic development and investment in educational resources
- Ensure sustainability of services to beneficiaries

Current Reserves Position:

- Closing Balance: £5,946.77
- Average Monthly Expenditure: £2,743.69 (based on 16-month period)
- Months Coverage: Approximately 2.2 months

The Trustees note that the current reserves are below the target of 3 months' operating costs. This is understandable given the charity's start-up phase and initial establishment costs. The Trustees are actively working to:

- Increase income through diversified funding sources
- Monitor expenditure carefully
- Build reserves to the target level over the next financial year
- Ensure sustainability while maximizing charitable expenditure

2.6 PRINCIPAL RISKS AND UNCERTAINTIES

The Trustees have identified the following principal risks and the measures in place to mitigate them:

Risk	Mitigation
Financial Sustainability - Reliance on grants and contributions	Diversify income streams; maintain reserves; regular financial monitoring
Safeguarding - Protection of children and vulnerable adults	Robust safeguarding policy; DBS checks; staff training; designated safeguarding lead
Premises - Loss of suitable educational space	Maintain good relationship with landlord; explore alternative venues; lease agreements
Staff Recruitment - Difficulty recruiting qualified teachers	Competitive remuneration; positive working environment; training opportunities
Regulatory Compliance - Failure to meet legal obligations	Regular trustee training; professional advice; compliance checklists
Reputation - Damage to charity's reputation	Quality service delivery; transparent communication; responsive to concerns

3. STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Trustees are responsible for ensuring that the charity:

- Keeps proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities (Accounts and Reports) Regulations 2008

- Prepares financial statements which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for the period
- Prepares the Trustees' Annual Report in accordance with the requirements of the Charities (Accounts and Reports) Regulations 2008

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of it being wound up.

The Trustees confirm that:

- So far as each Trustee is aware, there is no relevant audit information of which the charity's independent examiner/auditor is unaware
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

Approved by order of the members of the Board of Trustees and signed on their behalf by:



Abdulsatar Ahmed
Treasurer

Date: 15/04/2026



Mona Deyab
Chair of Trustees

Date: 15/04/2026

4. INDEPENDENT EXAMINER'S REPORT

Independent Examiner's Report to the Trustees of AZZA SUPPLEMENTARY SCHOOL CIO

Opinion

I have examined the financial statements of AZZA SUPPLEMENTARY SCHOOL CIO (the 'charity') for the period from 27 February 2024 to 30 June 2025 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial statements have been prepared under the accounting policies set out therein.

Respective Responsibilities of Trustees and Examiner

The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the Charities (Accounts and Reports) Regulations 2008.

My responsibility is to examine the financial statements and prepare a report in accordance with applicable law and the Charities (Accounts and Reports) Regulations 2008.

Basis of Opinion

I conducted my examination in accordance with the Direction given by the Charity Commission under Section 145(6)(b) of the Charities Act 2011. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as Trustees concerning any such matters. The procedures performed do not provide all the evidence that would be obtained in an audit and are substantially less than an audit conducted in accordance with International Standards on Auditing (UK).

Conclusion

In my opinion, in all material respects:

- The financial statements properly present the state of affairs of the charity as at 30 June 2025 and of the income and expenditure and application of funds of the charity for the period then ended
- The financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- The financial statements have been prepared in accordance with the requirements of the Charities (Accounts and Reports) Regulations 2008

Independent Examiner



Name: Eihab Abdelmagid

Fulham Accounting Ltd

Address: 432 Edgware Road London W2 1 EG

Date: 15/04/2026

5. STATEMENT OF FINANCIAL ACTIVITIES

For the period from 27 February 2024 to 30 June 2025

	Unrestricted Funds £	Restricted Funds £	Total Funds £
INCOME FROM:			
Charitable Activities			
School Fees - Parent Contributions	10,845.00	-	10,845.00
Grants and Donations	19,186.00	-	19,186.00
Rent Refunds	1,066.05	-	1,066.05
Other Income	44.12	-	44.12
Total Income	31,141.17	2,280.00	33,421.17
EXPENDITURE ON:			
Charitable Activities			
Educational Provision			
Teacher Salaries	16,460.00	-	16,460.00
HMRC - Staff Tax and NI	1,320.04	-	1,320.04
Books and Learning Resources	1,357.43	-	1,357.43
Technology (Zoom/Microsoft)	349.88	-	349.88
Premises Costs	19,267.89	-	19,267.89
Support Costs			
Refreshments and Meetings	803.47	-	803.47
Professional Fees	1,156.00	-	1,156.00
Insurance	341.60	-	341.60
Stationery and Office	59.50	-	59.50
Other Operating Costs	2,783.16	-	2,783.16

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Total Expenditure	43,898.97	-	43,898.97
NET (EXPENDITURE)/INCOME	(12,757.80)	2,280.00	(10,477.80)
TRANSFER BETWEEN FUNDS	-	-	-
NET MOVEMENT IN FUNDS	(12,757.80)	2,280.00	(10,477.80)
RECONCILIATION OF FUNDS:			
Total Funds Brought Forward	16,424.57	-	16,424.57
Net Movement in Funds	(10,477.80)	-	(10,477.80)
TOTAL FUNDS CARRIED FORWARD	5,946.77	-	5,946.77

6. NOTES TO THE FINANCIAL STATEMENTS

Note 1: Accounting Policies

1.1 Basis of Preparation

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland, and the Charities Act 2011. The financial statements are prepared under the historical cost convention.

1.2 Going Concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

1.3 Income Recognition

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items have been met, it is probable that the income will be received, and the amount can be measured reliably.

- **Donations and Grants:** Recognised when receivable unless specific performance conditions have to be met
- **School Fees:** Recognised when received or receivable
- **Other Income:** Recognised on a receivable basis

1.4 Expenditure Recognition

Expenditure is recognised when a liability is incurred and is classified under the following main categories:

- **Charitable Activities:** Costs directly attributable to the delivery of educational services
- **Support Costs:** Overheads and administrative expenses apportioned to charitable activities

1.5 Fund Accounting

- **Unrestricted Funds:** Available for use at the discretion of the Trustees in furtherance of the charity's objects
- **Restricted Funds:** Subject to specific conditions imposed by donors

1.6 Tangible Fixed Assets

Fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life.

1.7 Cash and Cash Equivalents

Cash includes cash in hand, deposits repayable on demand, and overdrafts. Deposits are repayable on demand if they are in practice available within 24 hours without penalty.

Note 2: Income from Charitable Activities

	Total £
School Fees - Parent Contributions	10,845.00
Cash Deposits - School Fees	2,280.00
Total from Educational Activities	13,125.00

Note 3: Grants and Donations

	Total £
Grants Received	19,186.00
Other Donations	-
Total Grants and Donations	19,186.00

Note 4: Other Income

	Total £
Rent Refunds	1,066.05
Other Miscellaneous Income	44.12
Total Other Income	1,110.17

Note 5: Analysis of Expenditure

Activity	Staff Costs £	Premises £	Other £	Total £
Educational Delivery	17,780.04	19,267.89	1,707.31	38,755.24
Support and Administration	-	-	5,143.73	5,143.73
Total	17,780.04	19,267.89	6,851.04	43,898.97

Note 6: Staff Costs

	Total £
Teacher Salaries	16,460.00
Employer's NI Contributions	Included in HMRC
Total Staff Costs	16,460.00

Number of employees receiving remuneration over £60,000: None

Trustee Remuneration: No Trustees received remuneration during the period.

Note 7: Premises Costs

	Total £
School Rent	19,267.89
Total Premises Costs	19,267.89

The charity operates from premises provided by Westway Trust, 1 Thorpe Close, London W10 5XL.

Note 8: Other Support Costs

	Total £
Refreshments and Meetings	803.47
Professional Fees (Accountancy)	1,156.00
Insurance	341.60
Stationery and Office	59.50
Technology (Zoom/Microsoft)	349.88
Books and Learning Resources	1,357.43
Other Operating Costs	2,783.16
Total Other Costs	6,851.04

Note 9: Fixed Assets

The charity had no significant fixed assets at the period end requiring capitalisation.

Note 10: Debtors

	Total £
Prepayments and Accrued Income	-
Total Debtors	-

Note 11: Creditors

	Total £
Amounts Falling Due Within One Year	-
Total Creditors	-

Note 12: Funds

	Balance at 27/02/2024 £	Income £	Expenditure £	Transfers £	Balance at 30/06/2025 £
Unrestricted Funds	16,424.57	31,141.17	(43,898.97)	-	3,666.77
Restricted Funds	-	2,280.00	-	-	2,280.00
Total Funds	16,424.57	33,421.17	(43,898.97)	-	5,946.77

Note 13: Related Party Transactions

No related party transactions occurred during the period.

Note 14: Trustees' Benefits

No Trustee received any benefits from the charity during the period, either in cash or in kind.

Note 15: Post Balance Sheet Events

There are no reportable post balance sheet events.

Note 16: Approval of Financial Statements

The financial statements were approved by the Trustees on 13/04/2026_____ and signed on their behalf by:



Abdulsatar Ahmed

Treasurer

Date: 15/04/2026

ADDITIONAL INFORMATION FOR CHARITY COMMISSION SUBMISSION

A.1 Public Benefit Statement

The Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit when setting the charity's aims and objectives and in planning its future activities. The charity's activities provide clear public benefit by:

1. **Advancing Education:** Providing supplementary education to children and young people, supporting their academic development and enabling them to reach their full potential
2. **Supporting Families:** Offering guidance and support to parents in their children's education
3. **Relieving Disadvantage:** Providing accessible services to those facing barriers to education and support services
4. **Community Development:** Contributing to the development of a skilled and educated community in West London

A.2 Fundraising Activities

The charity did not undertake any fundraising activities during the period. Income was received through voluntary contributions, grants, and school fees.

A.3 Land and Property

The charity does not own any land or property. Premises are rented from Westway Trust under agreed terms.

A.4 Investments

The charity held no investments during the period.

A.5 Trading Activities

The charity did not undertake any trading activities.

A.6 Grants Made

The charity did not make any grants to other organisations or individuals during the period.

A.7 International Activities

The charity operates exclusively within England and Wales and did not undertake any international activities.

A.8 Safeguarding

The charity has implemented safeguarding policies and procedures to protect children and vulnerable adults who benefit from its services. All teaching staff and volunteers are subject to appropriate DBS checks.

CHECKLIST FOR CHARITY COMMISSION SUBMISSION

- ✓ Trustees' Annual Report - Completed
- ✓ Financial Statements - Prepared
- ✓ Statement of Financial Activities - Included
- ✓ Notes to the Accounts - Complete
- ✓ Trustees' Declaration - Signed
- ✓ Independent Examiner's Report - To be completed
- ✓ Annual Return Online Submission - Required

Submission Requirements:

- File annual return online within 10 months of financial year end
- Upload Trustees' Annual Report as PDF
- Upload financial statements as PDF
- Confirm charity details are up to date
- Declare any serious incidents (if applicable)

Next Annual Return Due: 30 April 2026 (10 months after 30 June 2025)

END OF TRUSTEES' ANNUAL REPORT

AZZA SUPPLEMENTARY SCHOOL CIO

Charity Number: 1207224

For further information contact:

Mona.Deyab@westway.org

07957184601

Westway Trust, 1 Thorpe Close, London W10 5XL

This report has been prepared in accordance with the Charities (Accounts and Reports) Regulations 2008 and the Charities SORP (FRS 102).