

Charity registration number 1208373

STEP OUT MENTORING
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD 23 MAY 2024 TO 28 FEBRUARY 2025

STEP OUT MENTORING

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Lydia Paris David Cortese Theo Atherton-Green Charlene Bent Vasanthan Balakumarasingham Ella Howard Caroline Adewole Jasmin Horvat	(Appointed on 23 May 2024) (Appointed on 23 May 2024) (Appointed on 23 May 2024) (Appointed on 23 May 2024) (Appointed on 23 May 2024) (Appointed on 23 May 2024) (Appointed on 23 May 2024) (Appointed on 8 October 2024)
Secretary	Phil White	
Charity number	1208373	
Type	Charitable Incorporated Organisation (CIO)	
Principal address	Unit 2 Lakanal Sceaux Gardens London SE5 7DN	
Incorporate Date	23 May 2024	
Independent examiner	Esteban Gonzalez 21 Courthouse Way 17 Georgette Apartments SW18 4PR	
Bankers	Metro Bank PLC	

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TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE PERIOD ENDED 28 FEBRUARY 2025

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE PERIOD ENDED 28 FEBRUARY 2025

The Trustees present their annual report and financial statements for the period ended 28 February 2025.

Step Out Mentoring is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission for England and Wales on 23 May 2024. This is the charity's first accounting period and first set of financial statements prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

The charity is governed by its constitution, adopted on 23 May 2024, which sets out the charity's charitable purposes and the framework for governance. The Board of Trustees is responsible for the overall strategic direction and governance of the charity, ensuring its activities align with its charitable aims and meet legal and regulatory obligations.

Objectives and activities Charity

Activities

The charitable objectives of Step Out Mentoring, as set out in its constitution, are to advance the education, mental wellbeing, and personal development of young people, particularly those who are vulnerable, at risk, or facing disadvantage, by the provision of mentoring, guidance, and support services.

Step Out Mentoring aims to:

- Provide structured, one-to-one mentoring relationships that support young people in building confidence, resilience, and a positive self-identity.
- Facilitate group workshops and programmes focused on life skills, emotional wellbeing, and future aspirations.
- Work in partnership with schools, local authorities, and community organisations to identify young people who would benefit from early intervention support.
- Offer training and ongoing development to volunteer mentors, ensuring high-quality, safe, and effective mentoring provision.

During this first reporting period, the charity focused on establishing its governance framework, developing safeguarding and mentoring policies, recruiting and training its cohort of volunteer mentors and building referral relationships with local partners in preparation for service delivery in the coming months.

Financial review

Income for the year was £51,978, expenditure for the year was £64,314, so that there was a net deficit of £12,336. As at inception the funds were £94,327, therefore the period end funds were £81,991.

Reserves Policy

The Board of Trustees have established a policy whereby free reserves held by the charity should be maintained at minimum of six months' of operating expenditure, which would equate to around £40,000. General reserves at the period end are in excess of this. The Trustees will review the reserves position regularly and adjust the policy in line with the charity's growth, risk profile, and future commitments.

Risk Statement

The Board of Trustees have reviewed the risks to which a small charity operating with few employees is exposed. Appropriate procedures are in place to identify, monitor and review these risks on a regular basis.

STEP OUT MENTORING

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE PERIOD ENDED 28 FEBRUARY 2025

Structure, governance and management

Step Out Mentoring is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission for England and Wales on 23 May 2024. The charity is governed by its constitution, which sets out its charitable purposes, powers and how decisions are made.

The charity is managed by a Board of Trustees, who are also the charity's only members. Trustees are appointed in accordance with the constitution and serve for a term of two years, after which they may be eligible for reappointment. New trustees are provided with an induction and access to relevant training and Charity Commission guidance to ensure they understand their responsibilities and the work of the charity.

The trustees meet regularly to oversee the strategic direction, financial management and risk governance of the charity. Day-to-day operations are managed by Phil White the Company Director, with support from volunteers.

Where appropriate, the trustees seek specialist advice (legal, financial, or safeguarding) to support informed decision-making.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Lydia Paris	(Appointed on 15 May 2024)
David Cortese	(Appointed on 15 May 2024)
Theo Atherton-Green	(Appointed on 15 May 2024)
Charlene Bent	(Appointed on 15 May 2024)
Vasanthan Balakumarasingham	(Appointed on 15 May 2024)
Ella Howard	(Appointed on 15 May 2024)
Carloines Adewole	(Appointed on 15 May 2024)
Jasmin Horvat	(Appointed on 8 October 2024)

Staff

Phil White continued to lead Step Out with Jessica Moreno Paz supporting him and also Alethia Adewole (from February 2025) supporting him.

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TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE PERIOD ENDED 28 FEBRUARY 2025

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP (FRS 102)
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping 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 Act 2011 and the Charity's constitution. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' report was approved by the Board of Trustees.



Lydia Paris

31 October 2025

STEP OUT MENTORING

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF STEP OUT MENTORING

I report to the Trustees on my examination of the financial statements of Step Out Mentoring (the charity) for the period 23 May 2024 to 28 February 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the charity's gross income exceeded £25,000, I am required to state whether any matter has come to my attention in connection with the examination which gives me reasonable cause to believe that:

1. Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view'; or
4. I have not received all the information and explanations I require for my examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Esteban Gonzalez
21 Courthouse Way
17 Georgette Apartments
SW18 4PR

Dated: 31 October 2025

STEP OUT MENTORING

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDED 28 FEBRUARY 2025

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2025 £
Income from:					
Donations and legacies	3	34,095		17,883	51,978
Total income		34,095		17,883	51,978
Expenditure on:					
Charitable activities	4	64,314			64,314
Net (outgoing)/incoming resources before transfers		(30,219)		17,883	(12,336)
Fund balances at inception		94,327		-	94,327
Fund balances at 28 FEBRUARY 2025		64,108		17,883	81,991

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

STEP OUT MENTORING

BALANCE SHEET

AS AT 28 FEBRUARY 2025

	Notes	2025 £	£
Current assets			
Debtors		-	
Cash at bank and in hand		81,991	
		81,991	
Creditors: amounts falling due within one year		-	
Net current assets			81,991
Total assets less current liabilities			81,991
Income funds			
Restricted funds			17,883
Designated Funds			
Unrestricted funds			64,108
			81,991

STEP OUT MENTORING

BALANCE SHEET (CONTINUED)

AS AT 28 FEBRUARY 2025

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the period ended 28 February 2025.

The directors acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 however, in accordance with Section 145 of the Charities Act 2011, the accounts have been examined by an independent examiner and their report has been included in these financial statements

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 31 October 2025.



Lydia Paris
Trustee

STEP OUT MENTORING

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 28 FEBRUARY 2025

1 Accounting policies

Charity information

The charity is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission for England and Wales. The company's charity number and registered office address can be found on the Company Information page.

1.1 Basis of Preparation

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

The charity constitutes a public benefit entity as defined by FRS 102.

These are the first financial statements prepared since the charity's registration on 23 May 2024, and they cover the period from 23 May 2024 to 28 February 2025.

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 Charitable funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

1.4 Income

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

The charity relies on volunteers to carry out many of its activities. However, in accordance with the SORP, the value of these services has not been included in these financial statements as they cannot be reliably measured.

1.5 Expenditure

Expenditure is recognised when it is incurred, and includes costs of charitable activities and governance. Irrecoverable VAT is included within the relevant expense heading.

The cost of raising funds is not significant and has not been separately disclosed.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

1.6 Taxation

As a registered charity, Step Out Mentoring is exempt from taxation on its income and gains to the extent that they are applied for charitable purposes.

STEP OUT MENTORING

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 28 FEBRUARY 2025

1.7 Exemption from preparing a cashflow statement

The charity has taken advantage of an exemption conferred by the Charities SORP and has not prepared a cash flow statement.

1.8 Pension Scheme Arrangements

The charity operates defined contribution pension schemes for its employees. Obligations for contributions to these schemes are recognised as an expense when the liability arises. The assets of these schemes are held separately from those of the charity in independently administered funds.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Incomes

	Unrestricted funds	Restricted funds	Total
	2024	2024	2024
	£	£	£
Donations and grants	33,525	17,883	51,408
Gift Aid	570		570
Other Donations	-		
	34,095	17,883	51,978

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NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 28 FEBRUARY 2025

4 Charitable activities

	2024 £
Staff costs	43,052
Residentials / Trips	5,685
Young People	3,691
Volunteers	131
Training	1,684
Office costs	10,071
	<u>64,314</u>

Analysis by fund

Unrestricted funds	52,094
Designated Funds	-
Restricted funds	12,220
	<u>64,314</u>

5 Employees

The average monthly number of employees during the year was:

2024 Number
2

Employment costs

	2024 £
Wages and salaries	41,551
Social security costs	769
Pension costs	732
	<u>43,052</u>

There were no employees whose annual remuneration was more than £60,000.

6 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 28 FEBRUARY 2025

7 Third party bank account arrangement

During the period from May to October 2024, Step Out Mentoring did not operate its own bank account. During this time, The Wells Trust, a separate registered charity, agreed to act as a temporary custodian of funds awarded to Step Out Mentoring. All grant income was awarded directly to Step Out Mentoring and was either used to pay relevant expenses on its behalf or held temporarily.

In November and December 2024, a total of £79,651 was transferred to Step Out Mentoring's newly established bank account. All income and expenditure that passed through the holding charity's account have been fully recognised in these financial statements on an receipts and payments basis, in accordance with the Charities SORP (FRS 102).

10 Related party transactions

The charity did not receive donations from related parties (which includes trustees, close family members of trustees).

During the year the charity did not make any expense payments to trustees.

11 Members

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.