



**Waltham Forest
Dyslexia Association**
Opening doors for dyslexics since 1989

Report and Accounts for the year ended 31 August 2025

Registered charity: 802993
www.wfda.org.uk

54 Church Hill
London E17 9RY

Waltham Forest Dyslexia Association
Report and Accounts for the year ended 31 August 2025

Patron David McLoughlin

Trustees

Acting Chair: Katherine Hewlett (*from Jul 2025 : was Vice Chair*)

Secretary: John McMenemy

Treasurer: Elly Pearce

Other trustees: Marcia Brisset-Bailey (*to Nov 2024*)
Isaac Kanu (*from Jul 2025*)
Katherine Marshall
Sadia Mirza
Carol Newnham (*Safeguarding*)
Liam O'Donnell-Roberts (*from Jul 2025*)
Heather Symonds (*to Oct 2024*)
Sandra Rigobert (*from Jul 2025*)

Staff, Tutors, Support & Bank

Children's Co-ordinator: Sheena Penfold (*from Oct 2024*)

Children's Programme Manager: Karen Sparkes (*to Oct 2024*)

Class Tutors:	Carolyn Browne	Dawn Budd
	Maxine Johnson	Rosemary Jolliffe
	Sheena Penfold	Linda Witham

Screening:	Lois Hood (<i>to Dec 2024</i>)	Debra Lewis
	Katherine Marshall	Sheryl Myers (<i>from Aug 2025</i>)
	Elly Pearce	

Adult Groups:	Katherine Hewlett	Sadia Mirza
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Website: Jane Walker

Helpline Volunteers:	Debra Lewis	Elly Pearce (<i>emails</i>)
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Finance Volunteer: David Pearce

Bank: CAF Bank, West Malling, Kent

Trustees' Annual Report

ADULT WORK

During this financial year, the following services have been delivered:

- Adult screenings
- Adult Meetups with Advocate talks and speakers
- Neurodivergent Advocate Leadership Programme (NALP)

The numbers of service users are steady and include national and regional attendees. People can either regularly attend the sessions or drop in. We are still able to provide most of our services free of charge, which makes them fully accessible; but we have had to start charging for screenings as we ran out of funding.

Adult Meetups

WFDA Adult Meetups are on Zoom with sessions lasting 1.5 to 2 hours. There is a regular attendance of 10-20 neurodivergent adults. A Zoom invite is sent out three days before the event to 170 people on the WFDA database. The recording is then sent out following the meetup. There are flyers for each event, which are posted on the WFDA website. In addition, we use Jisc mail, Facebook and Instagram to raise awareness of our work. Many participants contact us through word of mouth, our partnerships and through the screening service, which can often be a progression route to our Zoom sessions.

The Neurodivergent Advocate Leadership Programme (NALP)

There was a successful application to the **National Lottery Awards for All** for the Neurodivergent Advocate Leadership Programme (NALP) from May 2024 to May 2025 (£9,260).

The project has developed leadership skills building on our Advocacy Programme supporting the mental health of neurodivergent (ND) in 2023. We have delivered a set of six training sessions on "Inclusive Leadership" to equip Neurodivergent Adults to navigate employment. The training has strengthened self-awareness, emotional intelligence and skills for leadership with neurodiversity as a core value. The sessions trained nine advocates to train others in this leadership approach – *"Training the Trainer"*.

The Advocates are already using our learning to shape future projects in Advocacy and Inclusive Leadership.

The film of our Advocates' discussion on the role, impact and the benefit of inclusive leadership: <https://youtu.be/ZyICrQ9R7Oo>

Also the skills of our advocate presentation: <https://youtu.be/NsSiqDS0J8E>

The Training sessions were:

- June 2024: “Types of Leadership”
- August: “The unique attributes of ND Leaders- Inclusive leadership”
- September: “Organisational culture/values/ EDI and leadership”
- October: “Emotional Intelligence- difficult conversations, leading teams, and dealing with complexity/ fragility”
- November: “Communication and values - Understanding people’s motivations and common goals”
- January 2025: “Recognising ND Leadership impact and effectiveness”

All are up on the YouTube for accessibility and can be accessed on the WFDA website at: <https://wfda.org.uk/adults/>

There was one Zoom dissemination event in February 2025, and a face-to-face dissemination event in Waltham Forest Town Hall in April 2025. We would like to thank the Mayor’s Office and the Mayor Sharon Waldron for hosting this event and supporting the WFDA.

WFDA would like to thank our Advocates: **Alicia, Rose, Jennifer, Andrew, Maddie, Dee, Sadia, Andre, Kenyah and Becky.**

Information about our Advocates is on: <https://wfda.org.uk/volunteers/>

Virtual work

This work has now generated a WhatsApp group to continue and strengthen this work. In this way, we aim to ensure the lived experience is truly supported by positive role models drawn from our ND community.

FUNDRAISING

Several pupils from classes took part in our first ever ‘Do and Donate’ fund-raising week in June. They helped to raise just over £1,000 for WFDA.

WFDA was the chosen charity of the 2024-25 Mayor of Waltham Forest (Councillor Sharon Waldron). We are grateful for her support. Advocates attended Mayor’s events in August and September 2024.

SCREENINGS

WFDA continue to offer screening as a service for those for whom the cost of a full diagnostic assessment is prohibitive. Sometimes parents do go on to full assessment for their child, adults too, and we can give ideas of where they might go, but this is with the knowledge that it is worth spending the money or saving up for. Screening is an important service particularly for the under 8 age group as they are too young for full diagnostic assessment. It can give parents and schools information on how to best help the child.

Our team of screeners this year was Elly Pearce and Debra Lewis (primary), Katherine Marshall (secondary), Lois Hood and Sheryl Myers (adults). Lois continued till December when the funding ran out and since then we have recruited Sheryl. All the team are dyslexia specialists who have completed assessment training, and consequently are able to give a specialist view, rather than just a simple result from the computer programmes or from the other assessment tools used.

As we have continued without suitable premises Elly did 32 and Debra did 20 primary screenings at home during the year. Debra's email address is on the website for parents to make contact.

Katherine Marshall has carried out 15 secondary screenings from her home during the year and will continue if necessary, but would like to retire if we can find a new person. For secondary pupils this can often mean advising if extra time in exams would be helpful. Her details are on the website so she can be contacted directly.

We are continuing to use the LUCID screening tools with school aged pupils as before. The primary age ones are online but the software for older pupils has not been updated to online. We ask for donations of £50 or what they can afford. Since September we have put this up to £75. We do not want anyone to be excluded on grounds of cost although most in fact do pay the full amount. The majority of students we see are from Waltham Forest schools but we also have some from Haringey, Hackney, Newham, Redbridge, Epping, Loughton and occasionally from further afield such as Harlow. This is because they would not find a similar service offered in those areas. Some Waltham Forest schools refer pupils to us but most self-refer. We haven't delivered any screenings in school this year.

Lois resigned as chair and trustee at our AGM in Nov 2023 but kindly agreed to keep screening adults for us while we had grant funding. She carried out 6 full screenings and went through checklists with another 34. She operated from her home by telephone and zoom. For many adults the cost of a diagnostic assessment is out of reach but sometimes it helps just to know, hence going through the checklists with an expert. We were able to offer adult screenings free of charge through the grants obtained for adult work but had to suspend this service due to lack of funding and personnel to do it. We recruited Sheryl in May but without funding we have been charging £60. She carried out 2 screenings in August and has advised others.

SAFEGUARDING

Safeguarding and Child Protection and Safeguarding Adults are taken very seriously at WFDA.

Safeguarding is what we do to prevent harm, while child protection is the way in which we respond to harm. Safeguarding is everyone's responsibility, not just those who regularly work with the children and adults.

We have safeguarding and child protection policies and procedure documents, that are regularly updated, with the last update in May 2025, which is still current. We also have a Safeguarding Policy for Adults (October 2025), for our work with adults,

some of whom would be considered as 'adults at risk' (previously known as 'vulnerable adults'). There are separate designated safeguarding officers (DSO) for both children and adults and a dedicated email address for safeguarding concerns, which can be found on our safeguarding documents and on our website, under 'safeguarding'.

Safeguarding is a set item on the agenda of both trustee and tutor meetings.

All tutors and screeners and anyone working with children have enhanced DBS certificates and these are regularly checked and updated. Our umbrella company for DBS checking remains as Atlantic Data. DBSs are valid for 3 years and people are encouraged to sign up to the DBS Update Service so renewals can be easily checked. There is no legal requirement for DBS screening for those working with the adults over the age of 18 years that we engage with, as we are not involved in 'regulated activities' with them, however our adult lead does have a valid enhanced DBS.

Tutors and screeners receive regular safeguarding training and British Values training, including 'on-line safety', as our classes remain mostly online. Touch Typing classes are currently taught at two local schools and WFDA liaise with the school's safeguarding team, when necessary. Some numeracy classes are taught in tutor's homes and additional risks assessments are in place alongside our safeguarding and child protection policies. Our tutors and screeners are vigilant in their approach to safeguarding and child protection.

This year one concern was raised with our DSO regarding an issue a new student's parent had with her child attending numeracy classes at a tutor's home. The student in question never attended any lessons however the parent's concerns were taken seriously and acted upon. This issue was resolved with an adjustment to the relevant risk assessment provided by the tutor and informing all other student's parents of the change for their approval. All parents were happy with the new risk assessment, and their children continue to attend lessons in the tutor's home.

Our Adult Safeguarding Lead works closely with our DSO and this year no concerns regarding adults at risk, were reported.

SOCIAL MEDIA

Over the past year, the WFDA's social media accounts (primarily Facebook, Instagram, and Twitter) have maintained a steady online presence with a gradual increase in followers, particularly on Facebook and Instagram. These platforms continue to be used to promote WFDA events, including our adult meet-up groups and discussions on topics relevant to dyslexia and neurodiversity.

Although overall activity has been limited, engagement levels remain consistent, and there is clear potential to build on this progress. We are currently looking to expand the social media team to ensure updates and posts about neurodiversity are more regular and consistent. In addition, we are working closely with a new trustee who is leading on rebranding the WFDA, with the aim of strengthening our online identity and improving how we communicate with our community.

WFDA website (www.wfda.org.uk) continues to be a useful contact point and resource. Thank you to Jane Walker who supports us very well with this work.

WORK WITH CHILDREN AND YOUNG PEOPLE

Classes continued to operate online for Literacy and in-person for Touch-Typing and Numeracy. We were able to offer two different venues, in Walthamstow, for Touch-Typing Classes and have built strong relationships with both schools.

Our Numeracy tutor ran classes from her home. However, due to ill health, classes were suspended from January to July 2025. Moving forward, **Rosemary Jolliffe**, our Touch-Typing Tutor and experienced teacher has kindly agreed to offer Numeracy Classes, at her own home, from September 2025. This will be until our Numeracy Tutor is well enough to return.

Our four Literacy Tutors continued to work hard, preparing bespoke lessons that offered support particular to individual needs and learning preferences. They also continued to share ideas and experiences, to best support each pupil and develop themselves.

Long standing Literacy Tutor, **Dawn Budd**, retired in July. We thank her for her tremendous commitment to WFDA and the many students that she supported. We wish her a long, happy and healthy retirement.

In October, **Karen Sparkes**, WFDA Children's Programme Manager, left for a post as a Dyslexia Specialist; having recently qualified, Karen wanted to put her newfound skills into practice. **Sheena Penfold** became the new WFDA Children's Co-ordinator and carried out her new duties alongside her literacy tuition.

During the year we supported 58 students, ranging from 8 to 16 years of age. As well as delivering the specialist lessons, tutors also supported pupils transitioning from primary to secondary school and pupils taking their GCSE's.

We also continued to be part of the **Jack Petchey Achievement Award Scheme** and were able to recognise the achievements of three of our students, with Jack Petchey Awards. In November, these students attended the Annual Jack Petchey Achievement Award Ceremony for Waltham Forest and were presented with awards by the Mayor of LBWF.

We also ran a **Parents Workshop** in the Spring, which several of our Class families attended. They all enjoyed viewing, trying and discussing resources with the tutors and screeners present.

We thank the **Three Oaks Trust** for their continued funding (£10,000) during the year. We were also grateful to receive funding from **Tesco Golden Grants** (£5,000) and local football club, **West Essex FC** (£4,000). Funding helps tremendously and enables WFDA to provide invaluable support to so many children and young people.

TRUSTEES

Waltham Forest Dyslexia Association (WFDA) is a registered charity governed by its constitution as an Association. The constitution sets out the Association's objects as to advance the education of persons who are dyslexic, provide support and information, and advance the education of the public to make society more dyslexic-friendly.

The honorary officers of the Association and not more than twelve other trustees are elected at the Annual General Meeting of members. The trustees may co-opt other persons to be trustees, provided that the number of co-opted trustees does not exceed one third of the total number of trustees.

In the year Marcia Brissett-Bailey and Heather Symonds resigned as trustees. We thank them for their varied input into the charity.

In July 2025 Sandra Rigobert, Isaac Kanu and Liam O'Donnell-Roberts were co-opted as trustees.

FINANCIAL REVIEW

WFDA's main sources of funds this year have been grants, donations and fees for tuition and screenings. The grants and donations allow the fees to be set at a level for families who would otherwise not be able to afford similar support. The main costs are for running tuition and screenings.

Adult work has been funded by prior years' grant and fund-raising.

At the end of the year the Association held mainly Unrestricted Reserves. Further funding will be sought across the Association's activities.

RESERVES POLICY

The WFDA Reserves Policy is to maintain sufficient level of reserves to enable normal operating activities to continue should a shortfall in income occur and to take account of potential risks and contingencies that may arise from time to time.

In order to make a judgment on the amount of reserve the Trustees have considered the risks in respect of expenditure, unrestricted income and where appropriate restricted income. Also taken into consideration are any external identified potential major risks to income and expenditure during the year under consideration.

After reviewing our current position the trustees have decided the following:

- WFDA should hold in reserve approximately one year's funding for classes and related activities, which within the current budget period and allowing for grants already agreed, equates to £13,600 (currently £14,000 see note 2)

- The General Fund (currently £14,329 see note 1) is sufficient to provide day to day working capital and allow WFDA to fund new developments.

This policy will be reviewed annually by the trustees.

PUBLIC BENEFIT

The trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

SUMMING UP

As a final note, we would like to thank all our members, parents of our pupils, adults who take part in our adult groups and other friends for their continuing support of our fundraising and other activities. We are also grateful to our members who gift aid their subscriptions and donations enabling us to reclaim tax they have paid. Thank you to you all for your interest, support and commitment to WFDA now and in the future.

Katherine Hewlett
Acting Chair of Trustees
9 November 2025

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Receipts and Payments

2023/24			2024/25			
£	£	£	Note	£	£	£
Restricted	Unrestricted	Total		Restricted	Unrestricted	Total
14,200	30,126	44,326		8,653	25,180	33,833
			Balances brought forward			
			Receipts			
			Donations			
-	257	257		-	261	261
-	268	268		4,000	216	4,216
-	24	24		-	52	52
			Charitable activities			
			(6)			
10,000	-	10,000		15,000	-	15,000
900	-	900		900	-	900
9,260	-	9,260		-	-	-
			Other income			
-	-	-		-	120	120
-	11,822	11,822		-	11,020	11,020
-	3,090	3,090		-	2,725	2,725
			Fundraising			
-	1,032	1,032	(7)	-	1,024	1,024
			Income from investments			
-	1,037	1,037		-	840	840
20,160	17,530	37,690		19,900	16,258	36,158
34,360	47,656	82,016		28,553	41,438	69,991
			Total Receipts			
			Funds available			
			Payments			
			Fundraising			
-	-	-	(7)	-	14	14
			Charitable activities			
15,144	16,073	31,217		17,485	8,285	25,770
-	2,994	2,994		-	3,442	3,442
952	876	1,828		737	629	1,366
607	1,913	2,520		-	-	-
9,004	513	9,517		8,099	602	8,701
-	107	107		-	1	1
-	-	-		-	136	136
25,707	22,476	48,183	(10)	26,321	13,109	39,430
8,653	25,180	33,833		2,232	28,329	30,561
			Total Payments			
			Balances carried forward			

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Statement of Assets and Liabilities

2024				2025		
£	£	£		Note	£	£
Restricted	Unrestricted	Total			Restricted	Unrestricted
-	12,703	12,703	General Funds	(1)	-	14,329
-	12,477	12,477	Working with Children and Young People	(2)	1,515	14,000
418	-	418	Jack Petchey achievement award scheme	(3)	581	-
-	-	-	Transition Summer Club funds	(4)	-	-
8,235	-	8,235	Working with Adults	(5)	136	-
8,653	25,180	33,833		(11)	2,232	28,329
		33,833	Cash at bank and in hand			30,561
		860	Liabilities			1,038
			Signed on behalf of the Board of Trustees by			
			Eleanor Pearce - Treasurer			
			9 November 2025			

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Notes to the Receipts and Payments

2023/24				2024/25		
£	£	£		£	£	£
Restricted	Unrestricted	Total		Restricted	Unrestricted	Total
(1) General Funds						
-	14,844	14,844	Balance brought forward	-	12,703	12,703
-	1,492	1,492	Receipts	-	2,377	2,377
-	(620)	(620)	Payments	-	(751)	(751)
-	(1,913)	(1,913)	Transfer to Transition Summer Club funds	-	-	-
	(1,100)	(1,100)	Transfer to Working with Children and Young People funds		-	-
-	12,703	12,703	Balance carried forward	-	14,329	14,329
(2) Working with Children and Young People						
5,144	15,282	20,426	Balances brought forward	-	12,477	12,477
10,000	16,038	26,038	Receipts	19,000	13,881	32,881
(15,144)	(19,943)	(35,087)	Payments	(17,485)	(12,358)	(29,843)
-	1,100	1,100	Transfer from General Funds	-	-	-
-	12,477	12,477	Balances carried forward	1,515	14,000	15,515
This comprises restricted funds received by the trustees from various sources, as well as amounts designated by trustees for these projects.						
Payments include staff costs:						
	(14,280)		Salaries			(11,135)
	(571)		Pension			(445)
	(14,851)					(11,580)
(3) Jack Petchey achievement award scheme						
470	-	470	Balance brought forward	418	-	418
900	-	900	Receipts	900	-	900
(952)	-	(952)	Payments	(737)	-	(737)
418	-	418	Balance carried forward	581	-	581
(4) Transition Summer Club funds						
607	-	607	Balance brought forward			
-	1,913	1,913	Transfer from General Funds			
(607)	(1,913)	(2,520)	Payments			
-	-	-	Balance carried forward			
(5) Working with Adults						
7,979	-	7,979	Balances brought forward	8,235	-	8,235
9,260	-	9,260	Receipts	-	-	-
(9,004)	-	(9,004)	Payments	(8,099)	-	(8,099)
8,235	-	8,235	Balances carried forward	136	-	136

This includes the monthly Adult Group, the Advocacy Project, the Neurodivergent Advocate Leadership Programme and associated screenings

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(6) Summary of Grants received

2023/24 £		2024/25 £
	<i>Jack Petchey achievement award scheme</i>	
900	Jack Petchey Foundation - main scheme	900
	<i>Working with Children and Young People</i>	
-	Tesco Gold Grant	5,000
10,000	The Three Oaks Trust	10,000
	<i>Working with Adults</i>	
9,260	The National Lottery Awards for All	-
<u>20,160</u>		<u>15,900</u>

West Essex Football Club donated £4,000 for Working with Children and Young People

(7) Fundraising summary

2023/24			2024/25		
£	£	£	£	£	£
Receipts	Payments		Receipts	Payments	
-	-	-	1,016	11	1,005
-	-	-	-	-	-
473	-	473	-	-	-
559	-	559	-	-	-
-	-	-	8	3	5
<u>1,032</u>	<u>-</u>	<u>1,032</u>	<u>1,024</u>	<u>14</u>	<u>1,010</u>

Do and Donate week includes £169 tax recovered under Gift Aid

Mayor of Waltham Forest Benevolent Fund 24-25 raised £6,104 for WFDA

(8) Debtors as at 31 August 2025

2024 £	2025 £
-	-
<u>-</u>	<u>-</u>

(9) Liabilities as at 31 August 2025

2024 £		2025 £
-	Due to HMRC in respect of payroll deductions	-
860	Independent Examiner	918
-	Working with Adults - screenings	120
<u>860</u>		<u>1,038</u>

(10) Payments to Trustees

In accordance with the Charities Act and Charity Commission guidance, the trustees have agreed to pay four trustees for services they provide to the charity over and above normal trustee duties. In the year ended 31 August 2025 payments to these four trustees, or a related charity, for services and expenses totalled £6,673 (year ended 31 August 2024 five trustees were paid £7,989).

(11) Reserves

In order to ensure continuity of the charity's activities the trustees endeavour to hold sufficient reserves to cover any delay in obtaining grants. The trustees have designated funds as set out in the Trustees' Report.

**Independent Examiner's Report
to the members of the Waltham Forest Dyslexia Association
for the year 1 September 2024 to 31 August 2025**

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 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- (1) examine the accounts under section 145 of the Charities Act,
- (2) to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- (3) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with 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 the 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Zita Derbak MAAT AATQB
Independent Examiners Ltd
The Grain Store
Hills Barns
Appledram Lane South
Chichester, West Sussex
PO20 7EG

11 November 2025