

Killinchy Primary School Parent Teacher Association

Northern Ireland · Charity number 106774

Details

Status	Received
Registered	2019-03-08
Register	View on the Charity Commission for Northern Ireland register

Contact

Address
Killinchy Primary School
Main Street
Killinchy
Newtownards
BT23 6pn
BT23 6PN

Phone 028 9754 1132

Email ptakillinchyps@gmail.com

Website www.killinchyps.com

Activities

Purposes: 2. The purposes of the Charity are the advancement of education of the pupils at Killinchy Primary School by any charitable means but in particular:- (a) To promote close co-operation and communication between parents and teachers. (b) To study and discuss matters of mutual interest relating to the education and welfare of pupils. (c) To engage in activities which support and advance the education of pupils attending the school.

What the charity does: The advancement of education

How the charity works: Education/training

Who the charity helps: Children (5-13 year olds)

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£26,030	£28,635	£0	0

Trustees

Name	Role	Appointed
Miss Joanna Unsworth		
Mr Christopher Currie		
Mrs Carly Woollams		
Mrs Elly Price		
Mrs Janet Copeland		

Killinchy Primary School Parent Teacher Association

Northern Ireland - Charity number 106774

Accounts

Killinchy Primary School
Parent Teacher Association

Year Ended 31st August 2025

	£ 2025	£ 2024
<u>Opening Balance as per Bank Statement</u>	12063.98	3329.58
Income		
Cash for Clobber	713.00	1307.60
Christmas	6710.73	408.00
Disco	1026.70	962.38
Easter	1830.48	0.00
Teas, Coffees and Non Uniform	4185.94	3871.86
Bag Packs / Supermarket donations	254.60	930.64
Easy Fundraising	93.64	101.28
Special Project, eg.Tea Towel Project, Pub Quiz, Sip&Paint	1013.68	566.66
Summer Fair	5168.46	4579.33
Uniform Exchange	170.36	239.86
World Book Day Fundraiser	0.00	1329.42
Stampastic	0.00	0.00
Empties (Ink Cartridge Scheme)	35.25	39.00
Bank Interest	8.71	6.51
Parental Donations	3400.90	0.00
Private/Other Donations/Grants	<u>1418.00</u>	<u>2000.00</u>
 Gross Income	 <u>26030.45</u>	 <u>16342.54</u>
Expenditure		
Christmas	-4022.59	-13.56
Summer Fair	-1919.65	-997.21
Teas, Coffees and Consumables	-404.19	-28.90
Easter	-1493.1	0.00
Special Project, eg.Tea Towel Project, Pub Quiz, Sip&Paint	-580	0.00
Disco	-200.65	0.00
PTA - UK, Insurance	-153.00	-140.00
Charitable donations and PTA equipment	-1150.00	-19.92
Bank fees and Charges	-107.57	-82.78
Purchases for School	-18304.45	-6025.77
Governance fees (account examination & reporting)	<u>-300.00</u>	<u>-300.00</u>
	<u>-28635.20</u>	<u>-7608.14</u>
 Net Income for the Year	 <u>-2604.75</u>	 <u>8734.40</u>
 <u>Closing Balance as per bank statement at 31st August</u>	 <u>9459.23</u>	 <u>12063.98</u>

Purchases for School Use:

Continued Contributions for Kodi's Fund
Equipment for Maintaining outdoor and green area
91 Chrombooks and Charging stations

Killinchy Primary School Parent Teacher Association

Northern Ireland - Charity number 106774

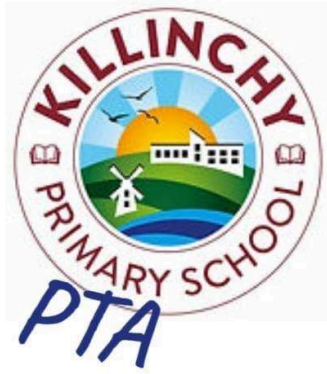
Accounts

Year End August	£ 2024	£ 2023	
Opening balance as per bank statement	3329.58	8845.07	
Income			
Cash for Clobber	1307.6	522.4	
Christmas	408	511.00	
Disco	962.38	1023.64	
Easter	0	0	
Teas, Coffees and Non Uniform	3871.86	1946.92	
Bag Packs	930.64	0	
Easy Fundraising	101.28	41.87	
Special Project, eg.Tea Towel Project, Pub Quiz	566.66	879.5	
Summer Fair	4579.33	4254.52	
Uniform Exchange	239.86	280	
World Book Day Fundraiser	1329.42	0	
Stampastic	0	9	
Empties (Ink Cartridge Scheme)	39	0	
Bank Interest	6.51	6.4	
Private/Other Donations	2000	0	
Gross Income	16342.54	9475.25	
Expenditure			
Christmas	-13.56	0	
Summer Fair	-997.21	-1252.74	
Teas, Coffees and Consumables	-28.9	-64.36	
Easter	0	0	
Special Project, eg.Tea Towel Project, Pub Quiz	0	-89.14	
Disco	0	0	
PTA - UK, Insurance	-140	-116	
Charitable donations and PTA equipment	-19.92	-414.78	
Bank fees and Charges	-82.78	-75.82	
Governance fees (account examination & reporting)	-300	-600	
Gross Expenditure	-1582.37	-2612.84	
Net Income for the Year	14760.17	6862.41	
Income less expenditure and available funds	18089.75	15707.48	
Amount spent on school purchases	-6025.77	-12377.9	
Closing balance as per bank statement (31 August)	12063.98	3329.58	
Footnotes			
Purchases made for school use -			
Kodi's Fund	£225.00	Dec 23	12.12.23
Kodi's Fund	£125.00	Jan 24	02.01.24
Kodi's Fund	£125.00	Jan 24	12.01.24
Kodi's Fund	£150.00	Feb 24	20.02.24
Kodi's Fund	£300.00	Mar 24	04.03.24
Kodi's Fund	£300.00	Mar 24	20.04.24
IPAD Station	£1,473.60	April 2024	02.05.24
Kodi's Fund	£100.00	May 24	19.05.24
Diary of a Wimpy Kid Books	£134.95	June 24	03.06.24
Goals - Net World Sports	£788.94	June 24	03.06.24
Leaf Blower	£719.00	June 24	14.06.24
Presho Developments (Landscaping)	£1,232.60	August 24	19.08.24
Playground Markings	£351.68	August 24	28.08.24

Killinchy Primary School Parent Teacher Association

Northern Ireland - Charity number 106774

Annual report



Killinchy Primary School PTA
Trustees Annual Report
Year: 1st Sept 2023 - 31st Aug 2024

Objectives & Activities

Killinchy Primary School (KPS) PTA is a registered charity and as such its purpose is:-

- to promote close co-operation and communication between parents and teachers.
- to study and discuss matters of mutual interest relating to the education and welfare of pupils.
- to engage in activities which support and advance the education of the pupils attending the school

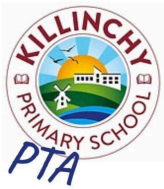
Funds raised by the PTA are to purchase educational and recreational materials for the benefit of all the children at KPS.

Activities

The PTA has a number of fundraisers which run continually all year, as well as publicised one-off events. This year saw a real push in asking local businesses and supermarkets for donations to provide consumables for events and add 'prize give-aways' onto our more established non-uniform & tea/coffee days. These proved a great way to build income into small fundraisers and reduce our spending.

Fundraisers which we run throughout the year:

- Uniform Exchange - this is a well established service and fundraiser now. The introduction of PayPal payments has made it easier for parents to donate and it is a great way to recycle and reuse uniforms.
- Cash for Clobber Collection - We run three to four collections per year and have launched a PTA calendar of events so that parents know when future collections are coming up!
- Easyfundraising - an app that allows us to earn money from on-line purchasing. The returns are minimal.



- Stampstastic - we earn commission from sales of uniform labelling equipment. The returns are minimal.
- Recycling of Ink Cartridges - this is a service that we like to offer from an environmental perspective, but it also has some financial reward attached to it. An Ink Cartridge Bank is kept in the school for donations year round.

Fundraising Events of 2023/24:

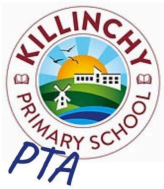
- Non Uniform Days - a fun day for everyone to come together, focussed on a particular holiday at the end of the term. We added competitions for hampers this year as well.
- Christmas Card Project - as an expected fundraiser, we continue to run this popular project each year.
- PTA Pub Quiz - after the success of last year and a few requests, we held a pub quiz again this year.
- Valentines Disco - again, this was another success of last year that people wanted a repeat of. This was held during school hours and combined with a non-uniform day and 'guess the sweets' game.
- Willy Wonka Day - this was a new project for which the PTA sold chocolate bars to students and they won prizes if they found a golden ticket.
- Sports Day Refreshments - requested by parents and this year we were able to make it happen. It was hugely successful as we were able to sell some amazing donations from Rachel Bakes, a school parent who runs a local bakery.
- School Fair - annual school fair which is a must on the school calendar and eagerly anticipated.

Achievements & Performance

2023/24 was a milestone in the school's history as we marked the 40th Anniversary of Killinchy Primary School (in its current form). As a result we tried to tie the celebrations into a number of events, notably our Pub Quiz and Summer Fair. This year felt like a busy year with more small projects running than previous years. And it showed, because we raised a Gross Income over £16,000.

There wasn't a well defined fundraising aim this year, as last year, but we worked to increase our financial holding so that money would be available for the school in future for when they needed it. One request that was made by the school was for funds to cover governmental cuts in mental health provision. Due to the confidential nature of this donation and its allocation we didn't advertise this as a major fundraising aim. Every member of the PTA felt it was important though to make these funds available to students who would benefit from them and who might not otherwise receive the support they need. We hope this will help students grow-up to fulfil their potential. We have provisionally agreed to an annual





contribution of £1,000, although this will be reviewed each year by successive PTA committees.

In the first term of the year we ran the annual Christmas Card project. While it isn't the biggest money earner, it is expected by parents. This brought in a reliable £408. There were a few issues with product quality, so we will investigate other providers for next year.

The September to December term always contains quite a few non-uniform days, which are a fun way for parents to donate and children enjoy the excitement of non-uniform. A surprise donation of ice creams and ice lollies gave us the opportunity to run a Frozen Friday morning, giving out cold treats to students. For all of our fundraisers we try to be fully inclusive and for days such as these, students still join in or enjoy our giveaways even if they don't donate.

By popular demand, we brought our pub quiz night back again in November, in partnership with local restaurant Balloo House, who let us use their space for free and provided nibbles for contestants. It was another very enjoyable night, although less people attended than the year before. We might want to explore holding this at a less busy time of the year. £566 was raised.

For the first time ever, we organised fundraisers which were just for the purpose of raising money, without giving anything back to the school community - two supermarket bag pack days. While they raised a fantastic amount of money, it was difficult to get volunteers together to help - £930 was raised between them.

Like last year, in February we combined the half term non-uniform day with a school disco. This took place within school hours which meant teachers remained responsible for student management and welfare. The PTA were responsible for decorating and facilitating. Last year we introduced a competition in which the winners got to request a song which was played during their class disco. This was such a huge success and so anticipated by students, we repeated it again this year. Another success which raised £962 for the PTA.

In March we ran a new fundraiser on World Book Day, to sell Killinchy Kandy bars and see who finds a golden ticket. There was one golden ticket in each year group and two silver tickets. Golden tickets won kids an adventure day out and silver tickets won a sweetie and a book donated by Waterstones. Almost all the students at the school participated and the PTA ran a shop all day for classes to come to and buy their chocolate bars. For those that didn't participate, a chocolate bar was still given to them. Prizes were given out in assembly the next day. It generated a lot of excitement and raised £1,330.

After many years of people asking for it, the PTA finally organised refreshments to be served during the three Sports Days this year, and it was really well received. Local cake maker and





business owner, Rachel Bakes, donated absolutely mouth watering cakes that sold out at each event and generated money for the PTA. Over the three days we raised £760.30.

The year was finished off with our Summer Fair as usual! We have become fairly efficient at hosting the summer fair, but this year was bigger as we were celebrating 40 years of Killinchy. We added a bouncy castle to the mix and themed our cake stall with 40th Birthday donations. It felt like the fair was busier than normal and we sold out at the BBQ very quickly. There are always lessons to be learnt, but the Summer Fair is always a big money earner and we raised £3,582.12 after expenses.

Financial Review

We started the year with an opening balance of £3,329.58.

We earned a gross income of £16,342.54.

PTA donated £1,325 to Kodi's Fund to provide mental health support to students identified by the school as needing it, £1,473 for some very useful ipad docking stations and £3,227 towards sports equipment and outdoor maintenance of the school landscape and playgrounds.

Our closing balance sits at £12,063.98

Future Plans

We will continue with our expected annual fundraisers such as the Christmas Project and Summer Fair. Outside of these, we would like to try some new fundraising ideas - to be discussed further at the AGM in September.

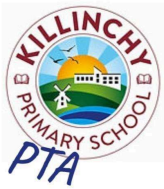
We would like to explore the idea of Gift Aid and registering with HMRC to be able to claim this.

And we continue to try to recruit new members!!

Structure, Governance & Management

Charity trustees are parents of current KPS pupils who volunteer to be members of the PTA committee along with the Principal of KPS.





Killinchy Primary School Parent Teacher Association

Killinchy Primary School, Main Street, Killinchy – PTAKillinchyPS@gmail.com

The PTA is governed by its constitution which has been agreed and is adhered to by all members of the PTA committee.

The Trustees are as follows:

Lorna Cooke
Joanna Unsworth
Melissa Sloane
Janet Copeland
Christopher Currie

We continue to be a small, supportive and fairly autonomous group of parents. Our point of contact at the school remains the principal, Christopher Currie.

We enjoy the flexibility of donations and payments being made online through a Charity PayPal account. Limits have been established so that purchases cannot be made through the PayPal account and funds are withdrawn daily into our bank account.

We continue to use our PTA Whatsapp group to discuss follow-up issues outside of meetings and it continues to be a very useful communication tool.

We also continue to feel that our systematic use of class Whatsapp groups to spread information has helped to improve engagement.



Killinchy Primary School Parent Teacher Association

Northern Ireland - Charity number 106774

Annual return

**Independent Examiner's Report to the Trustees of
Killinchy Primary School PTA**

Independent examiner's report to the trustees of Killinchy Primary School PTA

I report to the charity trustees on my examination of the accounts of Killinchy Primary School PTA (the Trust) for the year ended 31 August 2024.

Responsibilities and basis of report

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust 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 which is not a matter considered as part of an independent 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 accounts to be reached.



Tracy Kearney
The Institute of Financial Accountants

R Savage & Company
Accountants & Taxation Consultants
Old Bank House
2 Crossgar Road
Saintfield
Ballynahinch
Co. Down
BT24 7BD

Date: 06/12/2024

Killinchy Primary School Parent Teacher Association

Northern Ireland - Charity number 106774

Accounts

Killinchy Primary School Parent Teacher Association Annual Accounts for the Year Ended 31 August 2023

	£ 2023	£ 2022
Year End August		
<u>Opening balance as per bank statement</u>	8845.07	1591.58
<u>Income</u>		
Cash for Clobber	522.40	452.00
Christmas	511.00	573.75
Disco	1023.64	0.00
Easter	0.00	4975.92
Teas, Coffees and Non Uniform	1946.92	1058.71
Easy Fundraising	41.87	31.11
Special Project, eg.Tea Towel Project, Pub Quiz	879.50	0.00
Summer Fair	4254.52	4202.31
Uniform Exchange	280.00	0.00
Stampstastic	9.00	0.00
Bank Interest	6.40	2.01
<u>Gross Income</u>	<u>9475.25</u>	<u>11295.81</u>
<u>Expenditure</u>		
Christmas	0.00	0.00
Summer Fair	-1252.74	681.35
Teas, Coffees and Consumables	-64.36	0.00
Easter	0.00	1317.59
Special Project, eg.Tea Towel Project, Pub Quiz	-89.14	0.00
Disco	0.00	0.00
PTA - UK, Insurance	-116.00	111.00
Charitable donations and PTA equipment	-414.78	0.00
Bank fees and Charges	-75.82	75.73
Governance fees (account examination & reporting)	-600.00	0.00
<u>Gross Expenditure</u>	<u>-2612.84</u>	<u>2185.67</u>
<u>Net Income for the Year</u>	<u>6862.41</u>	<u>9110.14</u>
<u>Income less expenditure and available funds</u>	<u>15707.48</u>	<u>10701.72</u>
<u>Amount spent on school purchases</u>	<u>-12377.9</u>	<u>1856.65</u>
<u>Closing balance as per bank statement (31 August)</u>	<u>3329.58</u>	<u>8845.07</u>

Footnotes

Purchases made for school use -

School Reading books from P1-P7 - £12,377.90

Killinchy Primary School Parent Teacher Association

Northern Ireland - Charity number 106774

Annual report



Killinchy Primary School PTA
Trustees Annual Report
Year: 1st Sept 2022 - 31st Aug 2023

Objectives & Activities

Killinchy Primary School (KPS) PTA is a registered charity and as such its purpose is:-

- to promote close co-operation and communication between parents and teachers.
- to study and discuss matters of mutual interest relating to the education and welfare of pupils.
- to engage in activities which support and advance the education of the pupils attending the school

Funds raised by the PTA are to purchase educational and recreational materials for the benefit of all the children at KPS.

Activities

The PTA has a number of continual fundraisers running in the background year round, as well as our more publicised events (see below). We have an established Uniform Exchange to sell pre-loved uniforms, three 'cash for clobber' collections each year, an 'easy fundraising' app to earn money from on-line purchasing and we are also registered with 'stampstastic' to earn commission from sales of uniform labeling equipment.

Our activities this year included:

Non Uniform Days - a fun day for everyone to come together, focussed on a particular holiday at the end of the term.

Christmas Card Project - as an expected fundraiser, we continue to run this popular project each year.

PTA Pub Quiz - we felt it was time for a pub quiz evening for the adults this year.

Valentines Disco - a long awaited return of a disco event, held during school hours and combined with a non-uniform day and 'guess the sweets' game.

School Fair - annual school fair which is a must on the school calendar and eagerly anticipated.

Achievements & Performance

2022/23 was a more relaxed year with regards to big fundraising events. However we still brought in a Gross Income over £9,475.25.

Due to our success last year and healthy bank balance, the school requested £8,000 for a huge purchase of Foundation Year and Key Stage 1&2 reading materials. This was to buy an entirely new, modern scheme for use in P1 & P2 aiming to replace Biff and Chip and keep them for supplementary material. New characters, new stories and some non-fiction. For older years it was to gap fill existing reading material at Key Stage 1&2 and also add some new content. It meant that classes could have reading groups of 5 or 6 students all on the same book at the same time. We didn't have this amount of money available at the beginning of the year, so we set this as a fundraising target and worked towards it. It meant that parents also knew what their donations were going to be used for and as a community we were able to finally pay off the balance after the school fair. We go into next year with less money in the bank but really fabulous reading resources in the school now.

In the first term of the year we ran the annual Christmas Card project. While it isn't the biggest money earner, it is expected by parents and as it's easy to run we are happy to accommodate! We used the same supplier as last year, so parents were more familiar with what was expected of them and orders were placed by parents on-line which kept things simple our end. This brought in a reliable £511.

This term we also organised a Pub Quiz for a change. A local restaurant (Balloo House) gave us free use of their upstairs dining area as well as

some complimentary nibbles. We sold tickets in advance and realised that an online payment system would be really useful for these kinds of events. We were asking parents to do bank transfers but recognised a PayPal account would have been better. The Quiz questions were provided by an umbrella organisation we are part of called ParentKind. And we also held a raffle. It was a lovely night and raised just under £800.

After the Pub Quiz event we looked into and registered for a Charity PayPal account. Since this has been set-up we have used it so much. For example, donations for our Uniform Exchange were getting lost or parents were forgetting to send money into school. Sending us a paypal payment is so easy that we are making money on the Uniform Exchange for the first time. It is also easy to monitor who we are missing payments from in other areas, such as the market stall payments at the summer fair. A very happy development.

In February we combined the half term non-uniform day with a school disco. This took place within school hours and each year group had a 30 minute session. The PTA did a great job decorating and facilitating. Teachers remained responsible for student management and welfare. Some students won a competition to request a song which was played during their class disco. This not only provided an additional fundraising avenue, but raised awareness of the disco and students seemed to really like the idea. Feedback after the event was really positive. We were also approached by the Childrens Heartbeat Trust to help us with the event, as Valentine's Day is a traditional fundraising day for them. The trust supports a number of families in the school and we were very happy to work with them. We were able to split the proceeds of the event and donate £300 to this very worthwhile cause.

The year was finished off with our Summer Fair! After last year this is back to being an expected and highly anticipated event. The weather was amazing this year - sunshine and blue skies! We learnt a lot of lessons from last year and the event organisation this year felt a lot calmer. The big success was the set-up of our food court and eating area. As always we have learnt more lessons and continue to evolve!! We also tried pre-selling tickets through EventBrite to reduce queue times into the event and this worked really well. Interestingly enough, despite having more people come to the fair because of the weather, less money was spent. We think that people were very happy relaxing in the sun and socialising and didn't visit the actual fair as much. Just right on a beautiful day like that!! The Summer Fair is always a big money earner and we raised £3,001.78.

Financial Review

We started the year with an opening balance of £8,845.07.

We earned a gross income of £9,475.25

PTA funded a completely new Foundation Year new book scheme and gap filled existing reading material for Key Stage 1&2, costing £12,377.90.

Our closing balance sits at £3,329.58

Future Plans

We will continue with our expected annual fundraisers such as the Christmas Project and Summer Fair. Outside of these, we would like to try some new fundraising ideas - to be discussed further at the AGM in September.

After a year's break, the school community also seems keen for another Parent v Teacher Easter fundraiser.

We would also like to explore the idea of sharing the fundraising workload throughout the school community, perhaps through class representatives who can mobilise parents of a class to take responsibility for a stall at the school fair, for example, or run an independent project they have an idea for.

We also want to make more of our PayPal account and card machine, offering more contactless payment options.

Structure, Governance & Management

Charity trustees are parents of current KPS pupils who volunteer to be members of the PTA committee along with the Principal of KPS.

The PTA is governed by its constitution which has been agreed and is adhered to by all members of the PTA committee.

The Trustees are as follows:

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Christopher Currie

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As discussed above, we made the jump to register for a Chairty PayPal account. Limits have been established so that purchases cannot be made through the PayPal account and funds are withdrawn daily into our bank account.

We continue to use our PTA Whatsapp group to discuss follow-up issues outside of meetings and it continues to be a very useful communication tool.

We also continue to feel that our systematic use of class Whatsapp groups to spread information has helped to improve engagement.

Killinchy Primary School Parent Teacher Association

Northern Ireland - Charity number 106774

Annual return

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Date: 06/11/2023