

Trustee Annual Report 2023-2024

Escolinha de Lingua Portuguesa (ELP)

CCNI: 109566

For the year ending 2024

Address: Community Intercultural Programme, 7 Foundry Street, Portadown, BT63 5AB,
Craigavon, Northern Ireland

Charity Type: Unincorporated Association

1. Governance

The charity is managed by a voluntary board of trustees, elected during the annual general meeting in October 2023. It is governed by a constitution. Volunteers and teachers contribute to the delivery of its educational and cultural activities.

Board of Trustees (2023-2024)

Chairperson: Mrs. Elisabete Gomes

Vice Chairperson: Ms. Veronica Cassamá

Secretary: Ms. Lauren McShane

Vice Secretary: Mrs. Marisa Cristovão

Treasurer: Mrs. Nadjara Deiró Coelho

2. Objectives and Charitable Purpose

ELP aims to advance education by teaching the Portuguese language and promoting the cultures of Lusophone countries to children aged 4–16 years living in Northern Ireland.

Key Activities:

- Weekly Portuguese lessons at 3 level- beginner, intermediate (pre-GCSE) and advanced (post GCSE to A Level)
- Cultural celebrations and festival events organised including the St Martin feast day, Carnival, Christmas, Easter, Dia de Camões. Pending risk assessment completions, these events are open to parents and occasionally to the wider community in Portadown.
- Partnerships with local community groups, other Portuguese language organisations in the UK and with the Instituto Camoes of Portugal
- Outreach during the Semana de Portugal celebrations with the Honorary Consulate, Duarte Fale Costa Bue Alves.

3. Public Benefit

The trustees confirm that ELP operates in accordance with the Charity Commission NI's public benefit requirement guidance as per the Charities Act Northern Ireland (2013). Activities are open to all children irrespective of background and promote cultural understanding, language skills, and community cohesion to promote and sustain individual and collective engagement in education (primarily language and cultural education).

4. Achievements and Outcomes 2023-2024

- Enrollment- 60 students registered, 51 actively participated throughout the school year and of those, 48 could be classified as maximally engaged and maximising their potential.
- Expansion: Preparations completed for opening an ELP school branch in Belfast for the school year 2024-2025.
- Educational Outcomes: Delivery of CEFR level based curriculum (A1 to B2) including GCSE and A Level exam preparations, 3 students successfully sat GCSE Portuguese exams this year.
- Cultural and Community Impact: Hosted over 10 cultural events and collaborated with local organisations (OASIS, TAIS, Native Science).
- Staff and Volunteers: 3 new volunteers enrolled this year, 11 volunteers total and 3 teachers supported delivery of activities. All are Access NI vetted.

5. Financial Review

- Sources of income: ABC Community grants for core running costs and for organisation of a cultural event for 10th of June, donations and memberships paid monthly per active child participant.
- Support from Instituto de Camoes

Cash at bank: 1 April 2023: £4377.58

Cash at bank: 31 March 2024: £4378.32

Surplus this year: £0.74.

Assets: £0

Liabilities: £0

Income: £10,998.31

Expenditure: £10,997.57

Reserves Policy: Funds are maintained to ensure sustainability and to cover core costs in case of income shortfalls.

6. Plans for 2024-2025

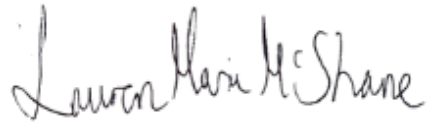
- Full launch of ELP centres in Belfast and Dungannon.
- Increase student enrollment from 51 to 91 participants.
- Expand cultural events, including a "Dia do Livro" and more community integration initiatives, particularly with Libraries NI.
- Deliver workshops in collaboration with Instituto Camões.
- Continue volunteer development and strengthen partnerships with local educational bodies, support continued training and development for all volunteers and ensure all mandatory refreshers and supplementary training are completed.

7. Declaration

The trustees declare that they have approved this report and are satisfied that it complies with the reporting requirements set by the Charity Commission for Northern Ireland.

Approved by the trustees and signed on their behalf by:

Lauren McShane- Secretary

A handwritten signature in cursive script that reads "Lauren Marie McShane". The signature is written in dark ink and is positioned below the printed name.

Date: 29 June 2024