

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	1	4	2024	To	31	3	2025

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

The Scotland Japanese School
SC051753
5 South Charlotte Street
Edinburgh
Postcode EH2 4AN

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1		Chair	16.05.2025 - present	
2		Treasurer	16.05.2025 - present	
3			11.05.2024 - present	
4			24.05.2022 - present	
5		Secretary	16.05.2025 - present	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
	03.05.2023 – 10.05.2024
	03.05.2023 – 10.05.2024
	11.05.2024 - 15.05.2025
	03.05.2023 - 15.05.2025
	22.10.2022 - 15.05.2025

Structure, governance and management

Type of governing document

Constitution

Trustee recruitment and appointment

Constitution

Objectives and activities

Charitable purposes

- To advance the education of the pupils at the Scotland Japanese School, in particular but not exclusively, to further their knowledge of Japanese language and culture
- To promote Japanese culture amongst local communities in Scotland through undertaking provision of public events, implemented by the members of the organisation

Summary of the main activities in relation to these objects

- Delivered literacy classes on 39 Saturdays over the fiscal year to around 90 children in the age ranges of 4 to 15.
- Organised several school events and one public event to promote Japanese culture (see attached FY2024 SJS Activity Summary)

2

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

- The school successfully delivered the Japanese literacy classes as shown in the following table. All classes except nursery classes are aligned with the official syllabus defined by the Ministry of Education of Japan. The nursery classes are carefully designed to help children acquire enough skills to start primary classes of the above-mentioned standard.

Year	N1	N2	P1	P2	P3	P4	P5	P6	S1	S2	S3
Number of lessons	104.5h		113 lessons + 1 sports day + 1 presentation day								
Number of pupils/students*	6	10	8	8	8	7	11	7	6	4	14

(N: Nursery, P: Primary, S: Secondary) *Average over the year

- The school successfully organised school events that provided the pupils/students with opportunities to experience Japanese school culture as well as traditions.
- The school also successfully organised a public event to promote Japanese culture targeting the local high school students and a wider community. The activities included kimono dressing-up, origami (paper craft), ikebana (flower arrangement) and shogi (Japanese chess) lessons.

Please refer to the attached Activity Summary for the details of the events.

Financial review

Brief statement of the charity's policy on reserves

We acknowledge that our reserves are substantial; however, given the nature of our funding—primarily reliant on grants and donations—the current level is both reasonable and necessary. This year, one of our major grants was discontinued, which required us to develop a new system to manage administrative functions without payment. While we successfully reduced expenditure, the number of students has declined, and there remains uncertainty regarding the continuation of future grants. In this context, maintaining our reserves at the present level is both prudent and feasible.

Details of any deficit

Not applicable.

Donated facilities and services (if any)

Books and educational materials donated from the Japan Overseas Educational Services.

A grant was given towards the purchase of a set of 30 new walkie-talkies.

3

APPENDIX 1

Other optional information

Activity Summary has been uploaded with this report.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

A large black rectangular box redacting the signature and full name of the trustee.

Position (e.g. Chair) Secretary

Date 07.12.202

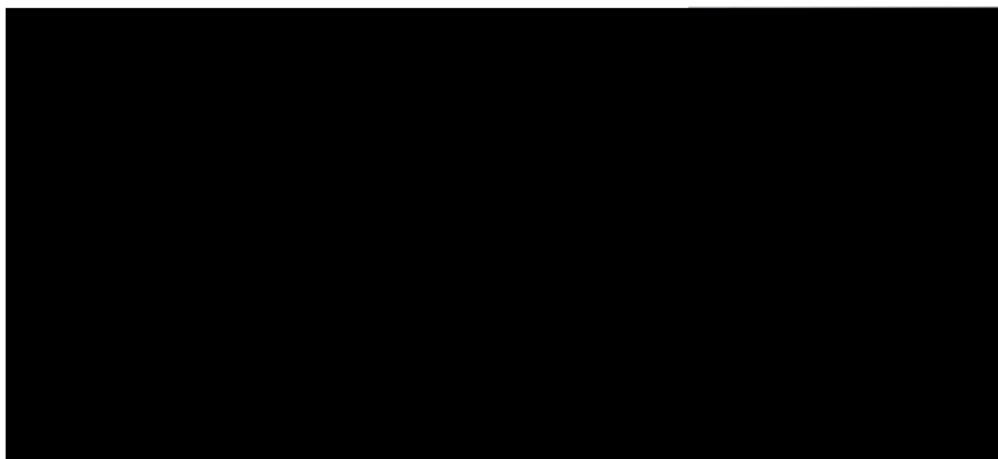


スコットランド日本語補習授業校
THE SCOTLAND JAPANESE SCHOOL

The Scotland Japanese School Activity Summary 2024

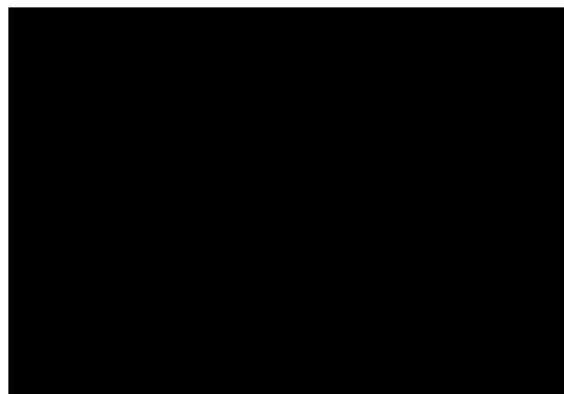
Entrance and Enrollment Ceremony 2024

On April 20, 2024, we held the entrance and enrollment ceremony. We welcomed six new students to the preschool division, eight to the primary division, and six to the junior high division. Although the new students looked a little nervous, we could still hear their cheerful voices full of energy. We were honored to receive congratulatory messages from [REDACTED], Deputy Consul General of Japan, and [REDACTED], Chairman of our school board, which made the ceremony truly warm and heartfelt.



First Aid Seminar

In May, one of our preschool teachers attended a First Aid seminar where they learned first aid methods in emergencies. Then, on June 8th, they held a seminar to share that knowledge with the teachers and parents of the Scotland Japanese School (SJS). The school has a large number of students, and it is important that as many people as possible have at least some knowledge and skills in order to ensure the safety of the students. At the seminar, the students also gave demonstrations, helping to improve the knowledge of the parents.





Get moving with Mr. Kutsuna! Extracurricular class!

On the last day of the SJS in June 23rd, [REDACTED], a rugby player, came to the school. He played various physical games with interested students. The students usually study Japanese in the classroom, but on this day they seemed to have fun exercising and playing.

2024 Sports Day

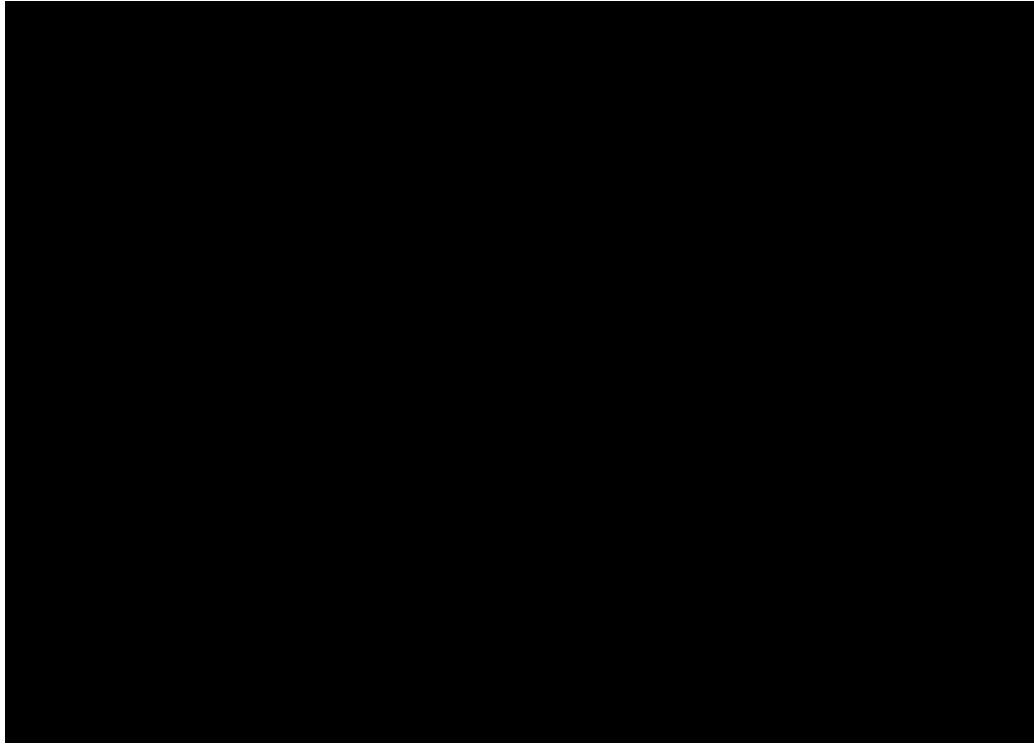
On September 14th, the SJS successfully completed its sports day. The students who were once small children have now grown up. It was a day that parents really felt their growth as they supported the younger children and held strategy meetings. Also, seeing the young children running with all their might to the unfamiliar Japanese chant of "**Ready, set, go!**" made us realise once again how precious children are to us.



Visit from Japanese street performer Witty Look

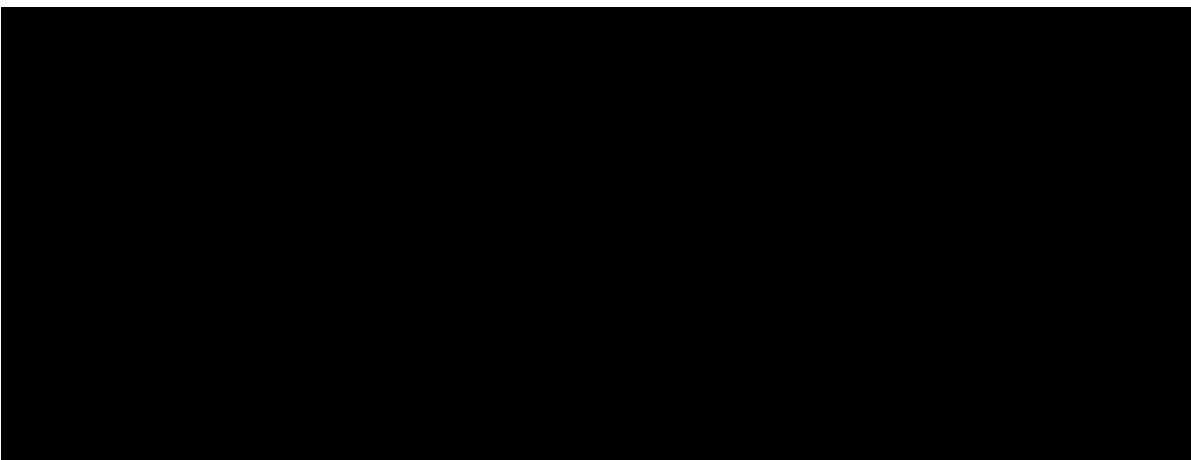
Witty Look, a Japanese street performer who has also performed at the Edinburgh Fringe, visited our school on September 28th. They gave us a chance to see their acclaimed Fringe circus show up close. The performance was filled with smiles, with children shouting with all their might the British stage staple "**Behind**

you!" and cheering when the performers performed some amazing tricks. We were touched by the compassion of [REDACTED], and we, as parents, were truly captivated by their continued efforts. It was also a valuable opportunity for us to show the children how they put into practice what may seem simple at first glance but is actually difficult: "There are things that are important, and we should take good care of them." We are sure the children were inspired as well.



The 2nd school fundraising doughnut sale held

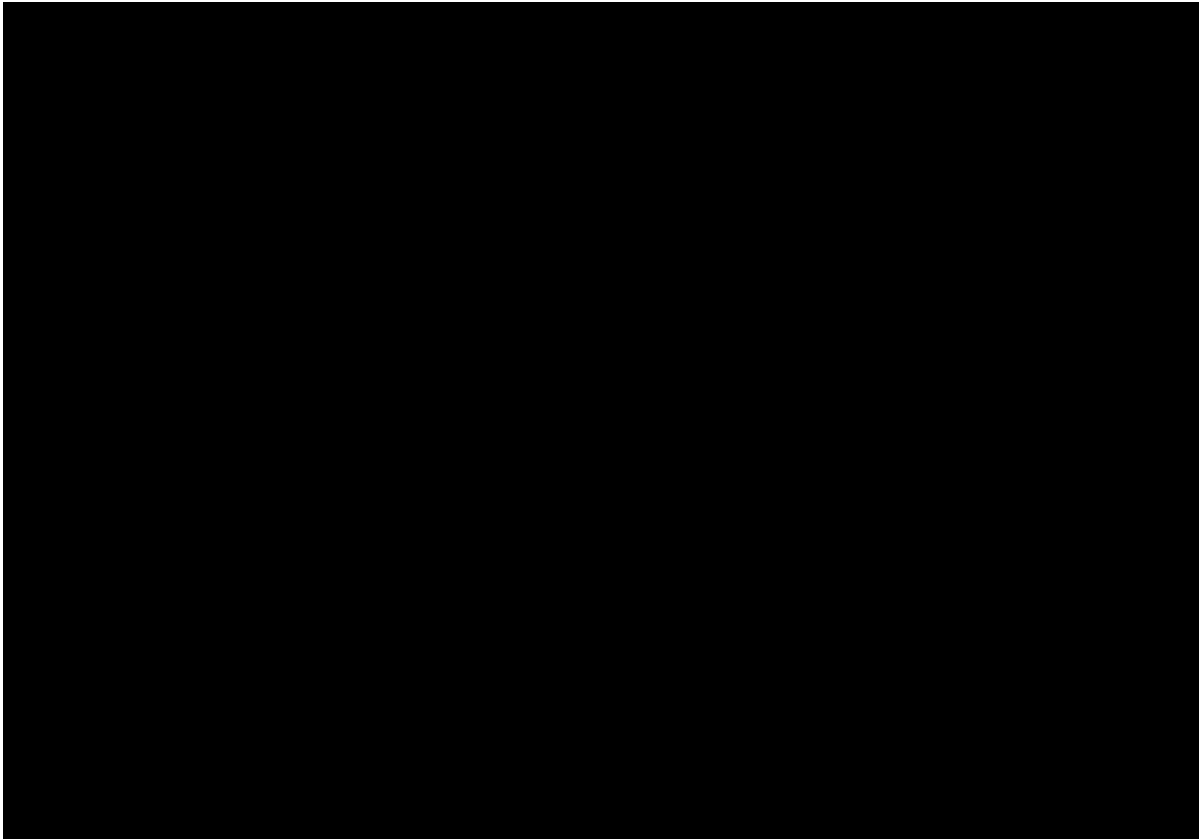
On October 5th, we held a doughnut sale that was very popular in the first semester for the first time in four months. This time, we welcomed older students from the preschool division to the store clerk and sold a large number of doughnuts (30 dozen) with a shout of "**Welcome!**" full of smiles. This time we achieved a profit of **£172.5** and were once again a great success.



Children and adults alike were fascinated by the autumn festival

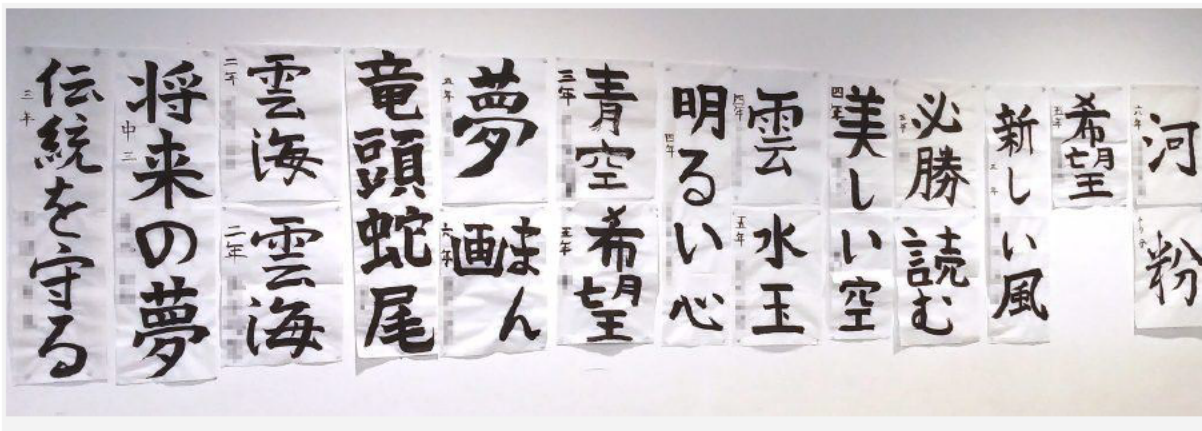
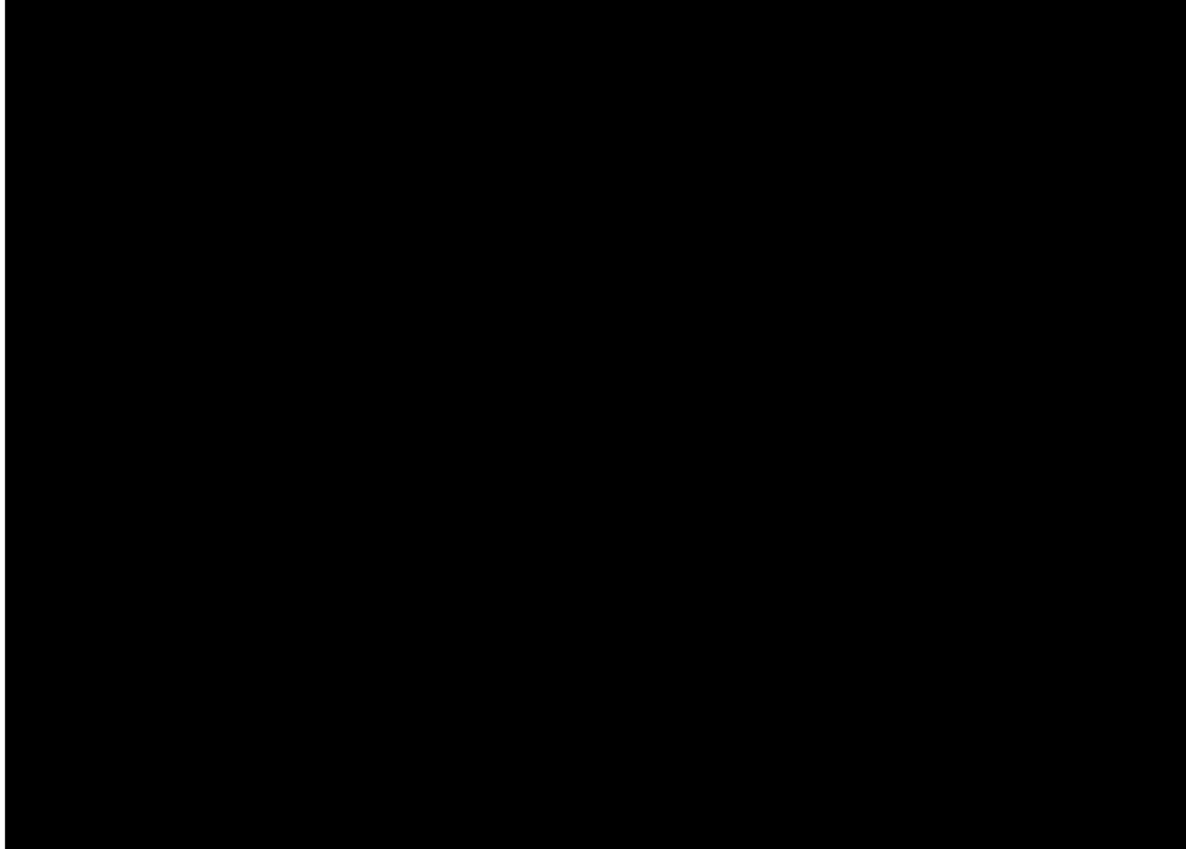
This year, the "**autumn festival**" by parents was held on October 5th. The morning assembly hall was decorated with calligraphy characters and had a different atmosphere than usual, and the preschool children wearing yukatas, jinbei, and happi were curious about **koto, shamisen, and Japanese traditional dance**. We

were able to have a fun time dancing **Bon Odori** with our parents, trying to experience shaking the special fabric, Sarashi, and playing the koto. The festival contents included: Description of the instrument; Brief explanation about Japanese traditional dance (fun with quizzes); Bon dance with the song of the Coal Mine Festival (with parents); Koto performance (Repertoire: Sato no Autumn); Otemoyan (Kumamoto Prefecture folk songs with dance and shamisen); "Sarashi", which is part of Japanese traditional dance, is matched to the shamisen.



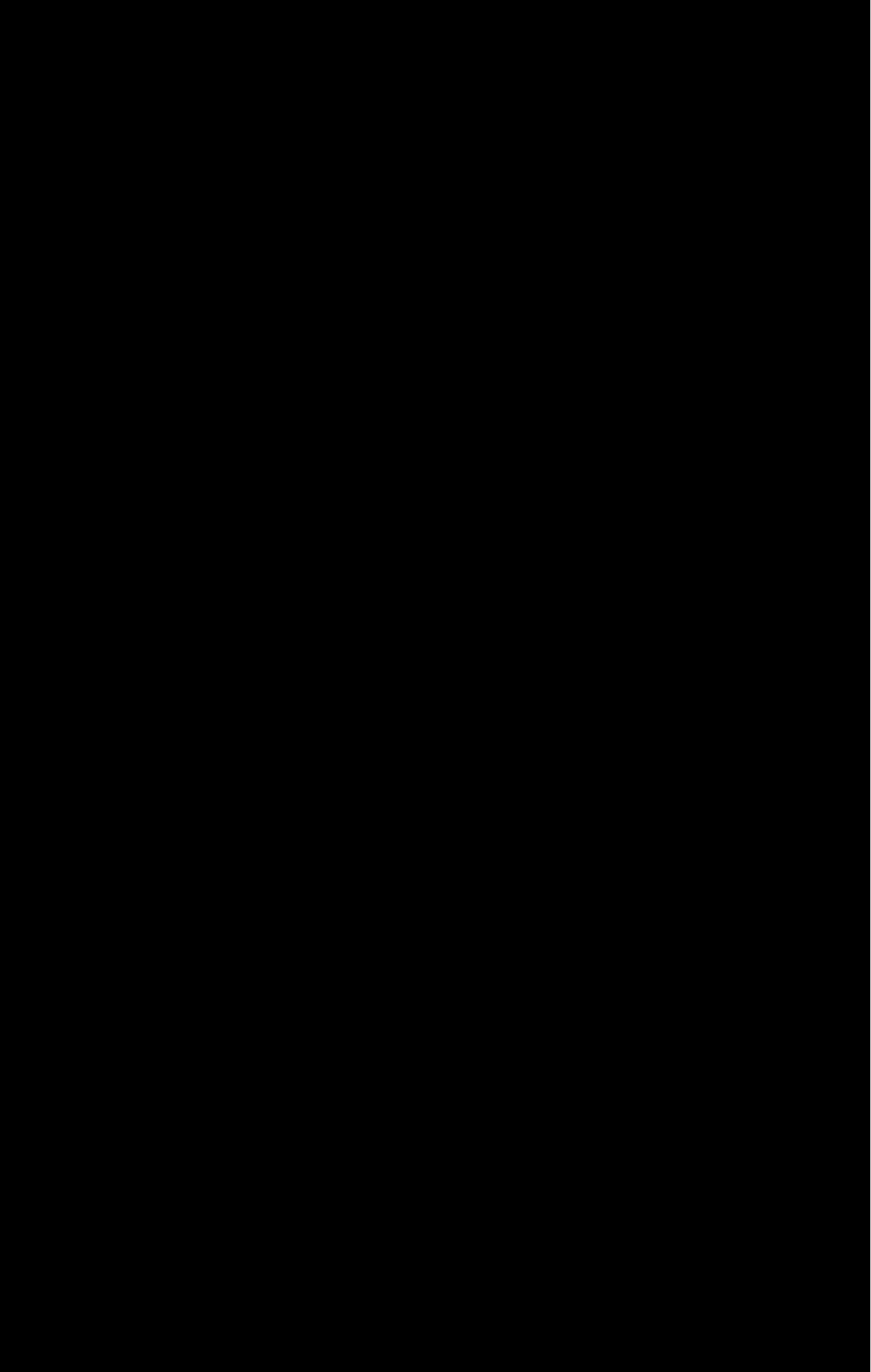
Find! The charm of calligraphy

On October 26, after the autumn vacation, we held a **calligraphy study session**. We usually write in my notebook with a pencil or pen, but writing large letters with a brush is exceptional. Paying attention to the movement of the brush and carefully writing with the whole body is one of the pleasures of calligraphy. We made a good work this year as well!



We held annual school bazaar

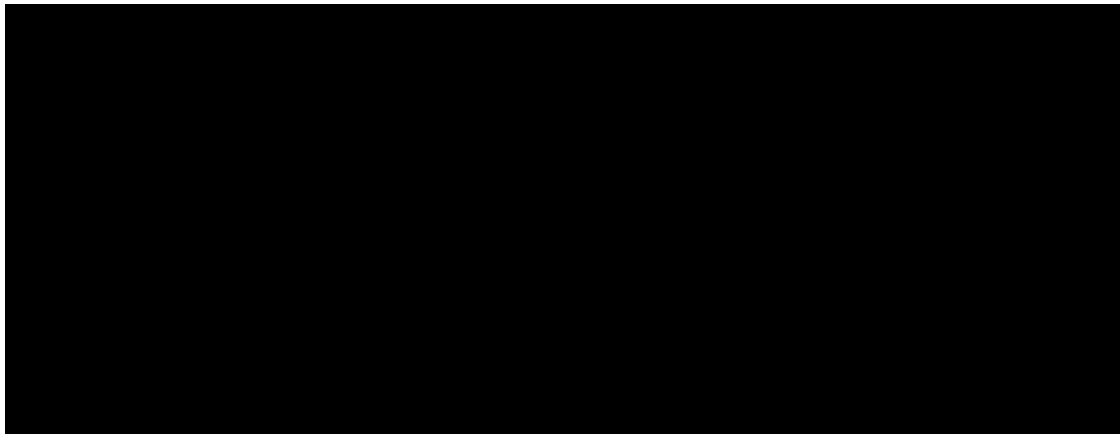
On November 23, this year's bazaar was held. The stalls sold books, toys, daily necessities, etc. The children were clutching their wallets with their pocket money and doing some serious shopping. On this day, it was snowing outside. Some people looked for alternatives to socks and shoes that got wet from playing outside. In the corner where you can experience Japan's culture, such as origami, kimono, and shogi, there was also interaction with local residents. Unfortunately, the flower arrangement experience was canceled due to snow. From the afternoon after the class, a fair was also held. You can experience games such as coin toss, shooting, ring toss, henna tattoo, and candy fishing. The older students from the junior high school were kind to the children of the infant and primary school divisions. There was also a corner for making name tags where you can have your name written in Japanese, and a corner for selling food such as bento boxes, sweets, and green tea. Both were very successful. Some of events were canceled due to the weather, and there were many people who could not participate. Despite the bad weather, we would like to express our gratitude to those who came to the venue.

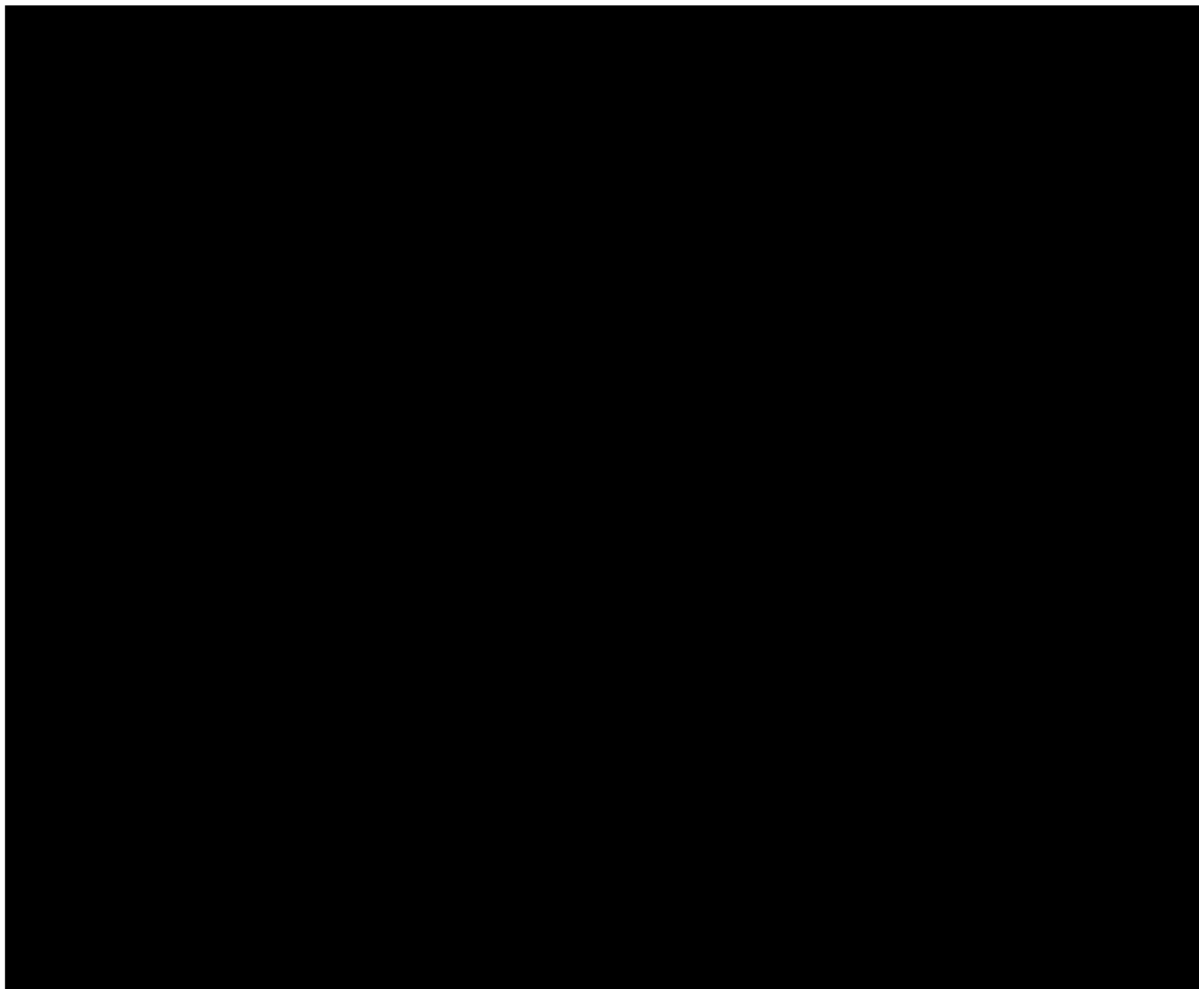




We held fun lesson ☆ Omiseya pretend

On November 30th, the preschool division played "**Omiseya-san**" (shopkeeper pretend). The older class opened "**Ramen Gyoza Yasan**" and the younger class opened "**Doughnut Ice Cream Yasan**". At first, the children became the shopkeepers, and the parents of the class became customers. They greeted them with "**Welcome~**", listened carefully to the customer's order, and even took care of carrying the ordered items to the table. It seemed difficult for the children in the younger class to calculate the money at first, and even though they were selling two ice creams for 100 yen each, they were offering a discount of "**100 yen for two ♡**". After that, the children in the older class went to the younger class as customers, buying a lot of ice cream and doughnuts. At the end, the children of the younger class went to the older class as customers, deciding on their order and having delicious-looking ramen and dumplings. As expected of an elder! They were also good at calculating money.







The end of the second semester ☆ It ended with a fun project

December 14th was the last class day of 2024, filled with many events.

Christmas party of the infant department

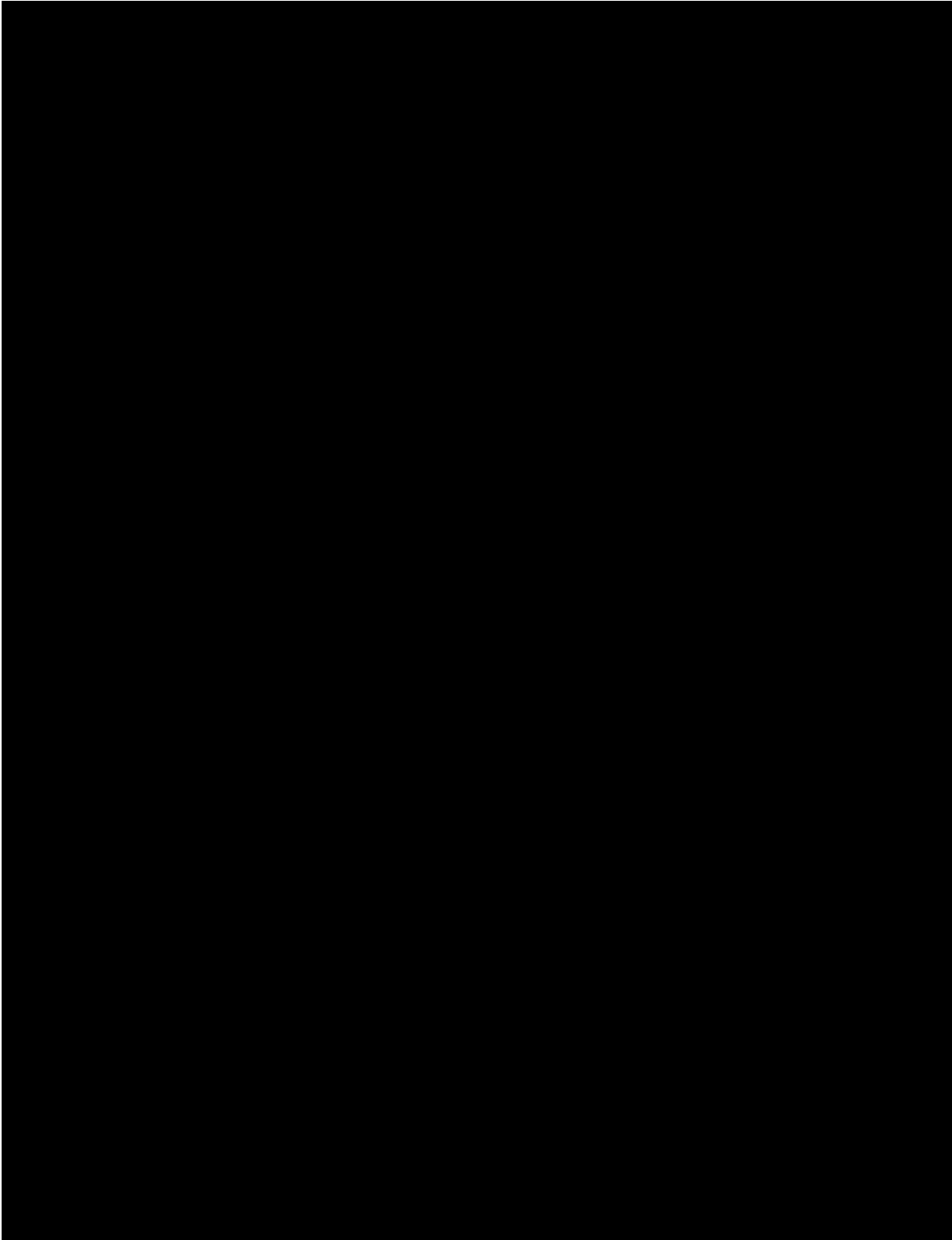
Santa Claus came to the classroom of the infant department, and it was said that "the moment Santa appeared, the children's eyes sparkled differently" (eyewitness story). Not only the children but also the parents were thrilled! Santa gave a wonderful kaleidoscope. Together with Santa, they all sang "Santa Claus of Awatenbo".

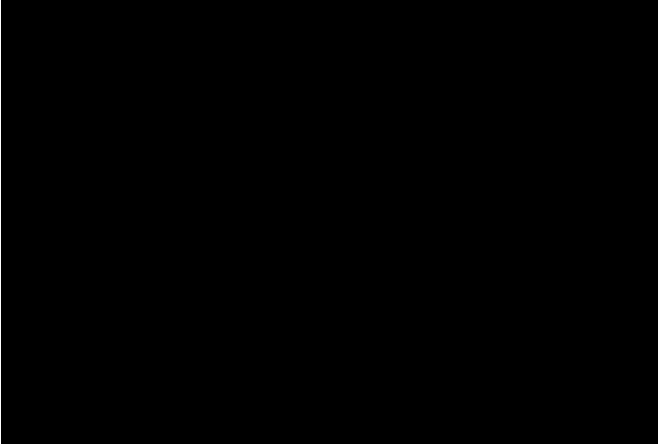


Vertical division event (inter-grade exchange activity)

This event was planned and operated by junior high school students. The SJS operates events such as athletic meets, bazaars, etc. as a whole. The "vertical division event" held on December 14 was planned by the

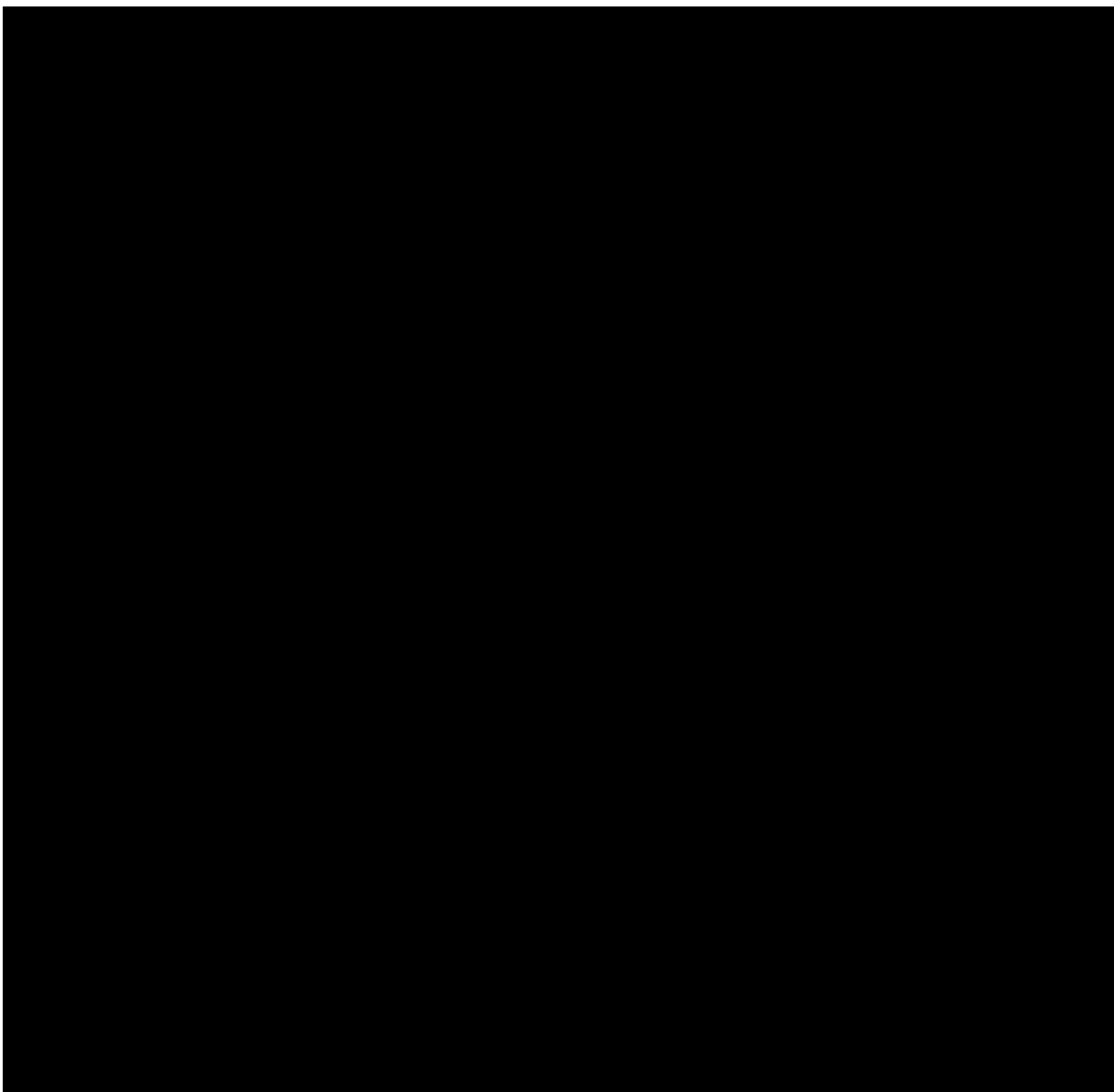
third graders of the junior high school, and the first and second graders cooperated in the preparation. The main activity was a mystery-solving game: "Children who washed ashore on an uninhabited island... Solve the mystery, locate the ship, and escape from the desert island!" In addition to the mystery-solving game, there were also games such as shooting, ring toss, and coin toss, and they had a very fun time.





Activities of the flower arrangement club

This time, they arranged flowers with the image of Christmas and New Year. The arrangements that children created were all unique and wonderful. Flower arrangement was a very peaceful time and the children participated with a lot of focus and calm.





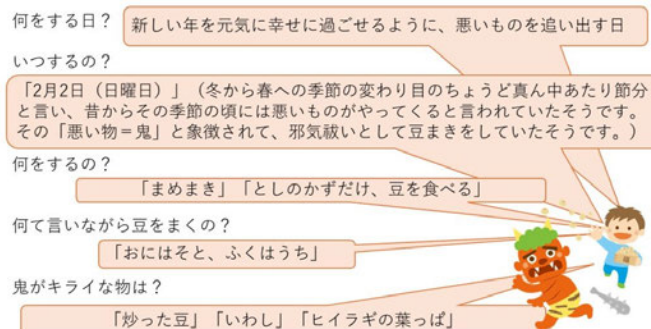
The 3rd Term of the 2024 School Year Has Begun

On January 11, 2025, the school welcomed the new year, and many smiling faces returned to the SJS. Due to the cold wave during the New Year period, the area around the school was completely covered in snow. The children were delighted, and during break time, they were seen happily playing on the snowy slope. They used fallen board-like objects as makeshift sleds, and some even slid down standing up! The sight of parents joining in the fun, influenced by the excited children, was heartwarming.

During the school's winter break, students are given a slightly larger amount of homework than usual. Compared to their peers learning in Japan, class time is short, and opportunities to use Japanese in daily life—especially for reading and writing—are limited. Therefore, ensuring time for Japanese immersion at home is highly important. The photo showed compositions posted outside the first-grade classroom (a homework assignment to write sentences using the kanji they learned). In the junior high division, the "**New Year Karuta Tournament**" was held, filling the hallway with the resounding voice of the *Hyakunin Isshu* (One Hundred Poets, One Poem Each) reader. Children in the preschool division challenged themselves with **kendama** (cup-and-ball) and **koma-mawashi** (top spinning). Through these traditional games, they fully enjoyed the unique atmosphere of the New Year.

Preschool Division ☆ Setsubun Event

On the first school day of February, a bean-throwing ceremony (**Mamemaki**) was held for **Setsubun**. The event began with a lesson about the meaning and history of Setsubun. The teacher expressed that while it may be difficult for the young children to remember everything, they hope the students gain even a little interest in these traditional Japanese customs. Although learning the history of Setsubun is difficult, the children were very quick to learn the song and dance for "**Oni no PANTSU**" (The Demon's Pants). Following the learning, they commenced the demon defeat! They successively defeated the **Nensho** (younger class) demon, the older students' "**Demon in the belly**," and finally, the graduating student volunteer demon. The wish is that the children remain energetic and healthy despite the cold winter weather.

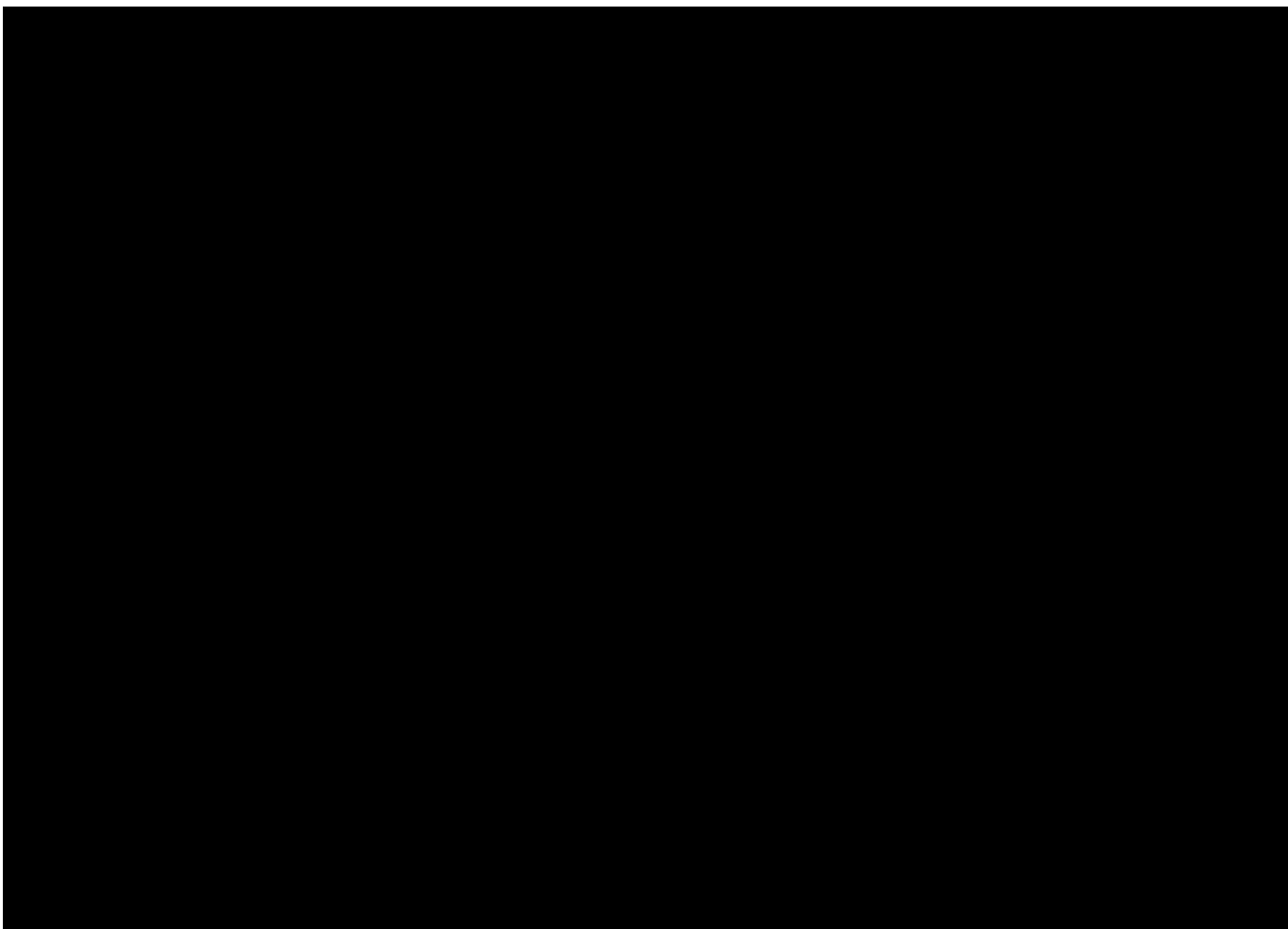


Reading Activities at the SJS

The SJS actively encourages reading to maintain and improve Japanese language skills. The library is well-stocked with over **5,000 books**, offering a lineup that adults and children can enjoy. This includes picture books such as *Dōzo no Isu* and *Nontan*, popular series like *Oshiri Tantei* and *Kaiketsu Zorori*, and novels by various authors (e.g., Shusaku Endo, Kotaro Takamura, Ryotaro Shiba, Haruki Murakami, Takashi Saito, Keigo Higashino), as well as a wide range of manga.

Book Lending: primary and junior high students, as well as parents, can borrow 3 books and 2 CDs/DVDs for one week (e.g., a family of four can borrow up to 12 books). Before long breaks, limits are raised: 10 books and 5 DVDs for spring/summer, and 5 books and 3 DVDs for autumn/winter. The library eliminates any concerns about accessing Japanese reading materials.

Picture Book Reading (Yomikikase): In addition to lending, volunteer parents conduct "Yomikikase" (picture book reading) sessions before the morning assembly. Furthermore, during class hours, some parents read to younger siblings (those under preschool age) who are waiting for their older brother or sister's class to finish. Exposure to Japanese spoken by non-family members (different tones and intonations) is vital for language development, and the school is deeply grateful to those who provide these opportunities.



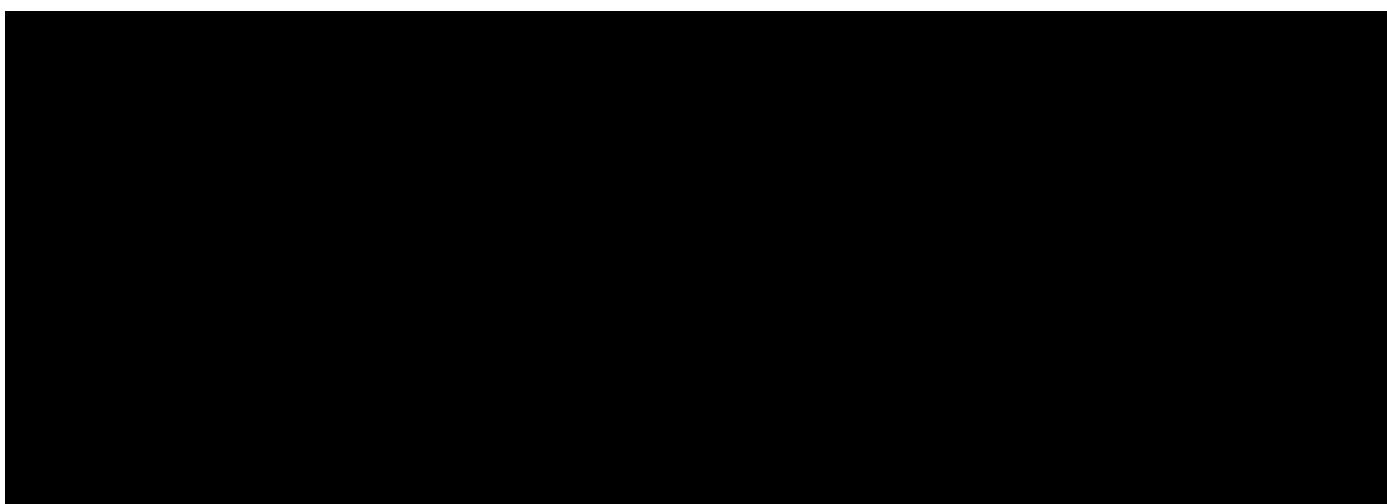
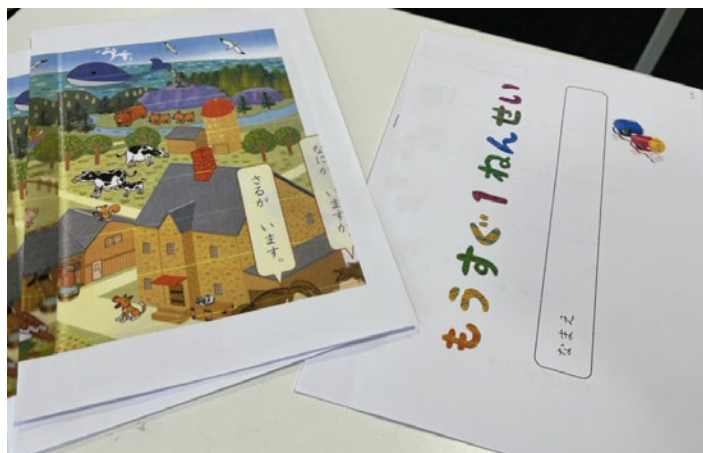
Joint Trial Entrance and Enrollment Sessions Held

The joint trial entrance and enrollment sessions originally scheduled for January were postponed due to a storm-related school closure, and were successfully held on February 8th and 15th. These trial sessions allow children to experience the atmosphere of a Japanese lesson through mock classes and confirm that they can manage classes conducted in Japanese.

Requirements:

- **Preschool:** Must be able to manage basic daily tasks independently, sit and listen, participate in activities, and understand basic everyday Japanese.
- **primary:** Must be comfortable conversing in Japanese, be able to speak in sentences, have the correct posture and pencil grip, and understand reading and writing **Hiragana** (including stroke order).

The photo shows the primary trial session, which began with greetings and self-introductions. The children were able to maintain good posture throughout the lesson. Children who participated in the preschool trial were a little nervous at the start, but finished with beaming smiles, saying, "**It was fun!**" One child showed off an origami dog they had made, clearly indicating they had a wonderful time.



Delicious ♡ Fundraising Events Held

The SJS holds a **Bake Sale** on the first week of every month. The sales, featuring Japanese-style bento boxes and sweets, are always very popular. The sale starts after the parents' meeting, leading to anticipation during the meeting itself. The Bake Sale on March 2nd was the last one for the current school year, offering an even more appealing lineup than usual.

Additionally, a **Krispy Kreme Doughnut Fundraising** event was held on March 15th. doughnuts were sold for £1.50 each or £12.00 for a box of 12, with many people opting to buy by the box. First-grade primary students helped with the sales, and their faces instantly brightened when their homeroom teacher came to purchase items. A stall selling name tags written in Japanese calligraphy was also held.

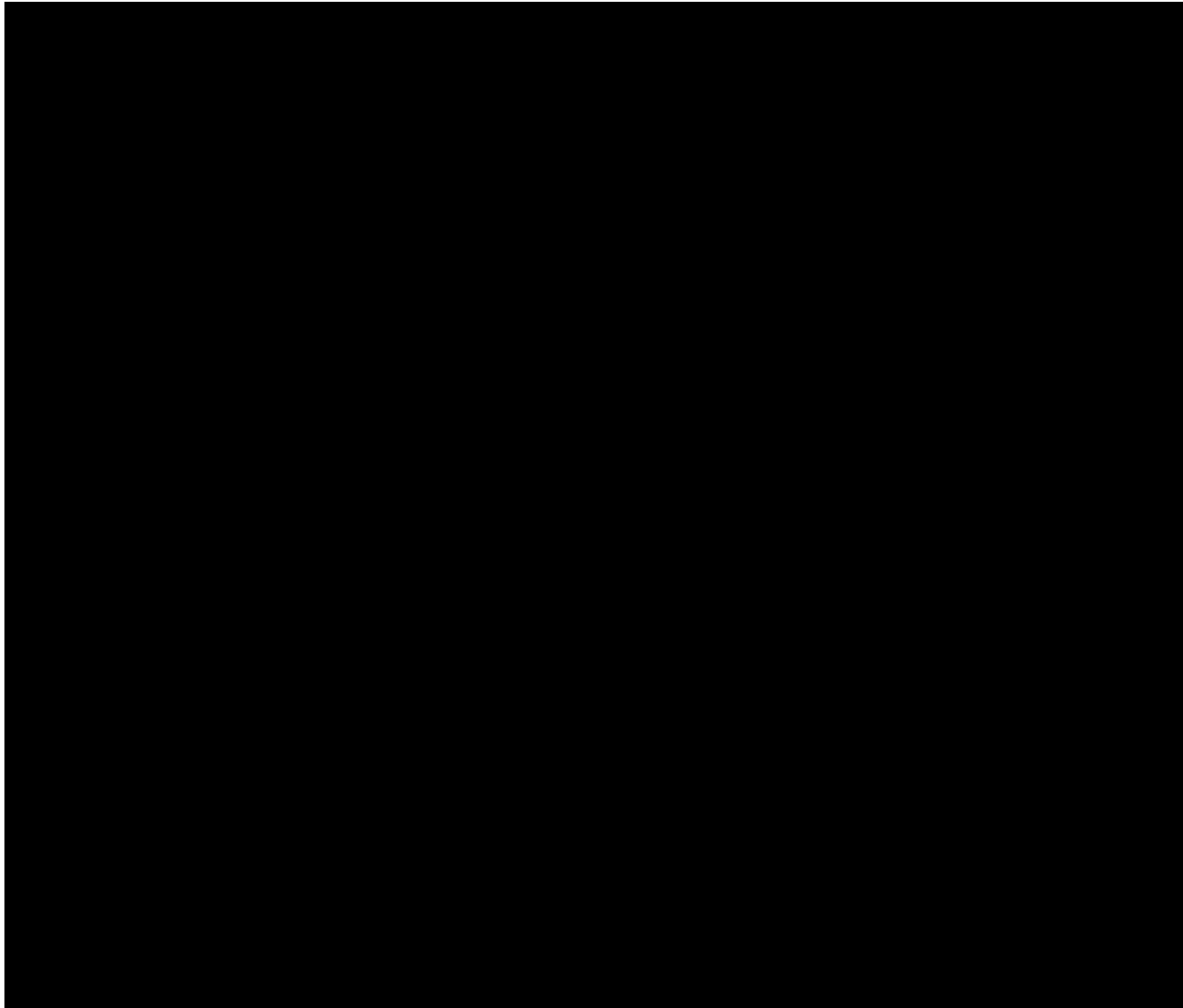


Introducing the SJS Shogi Club

The SJS utilizes available classrooms for extracurricular activities after school on days when the building is borrowed for an extended period. The "**SJS Shogi Club**" was established in September 2016 with the aim of promoting Japanese culture and developing critical thinking and concentration through **Shogi** (Japanese chess).

The club's activities became serious in 2017 with the inaugural "**Azami Cup**" tournament. In 2018, the environment improved further with a donation of boards and pieces from the Japan Shogi Association. The 2019 academic year saw the launch of the "**Meijin Tournament**" and "**Red and White Shogi Battle**" to improve members' skills and share the joy of the game. From 2020 through the first half of the 2022 second term, activities shifted online due to the global situation with COVID-19,, but continued with efforts to maintain

opportunities for matches. The highly anticipated return to face-to-face meetings occurred in the latter half of the 2022 second term. Starting in the 2025 academic year, the club aims for further development under a new structure, continuing to provide a place to enjoy Shogi and learn Japanese culture across generations. The club holds bi-monthly meetings after school (starting at 1:00 PM), featuring instruction matches and dojo matches based on skill level. Beginners are welcome.



Showcase of the Year's Achievements ☆ Gakushu Happyokai (Learning Presentation) Held

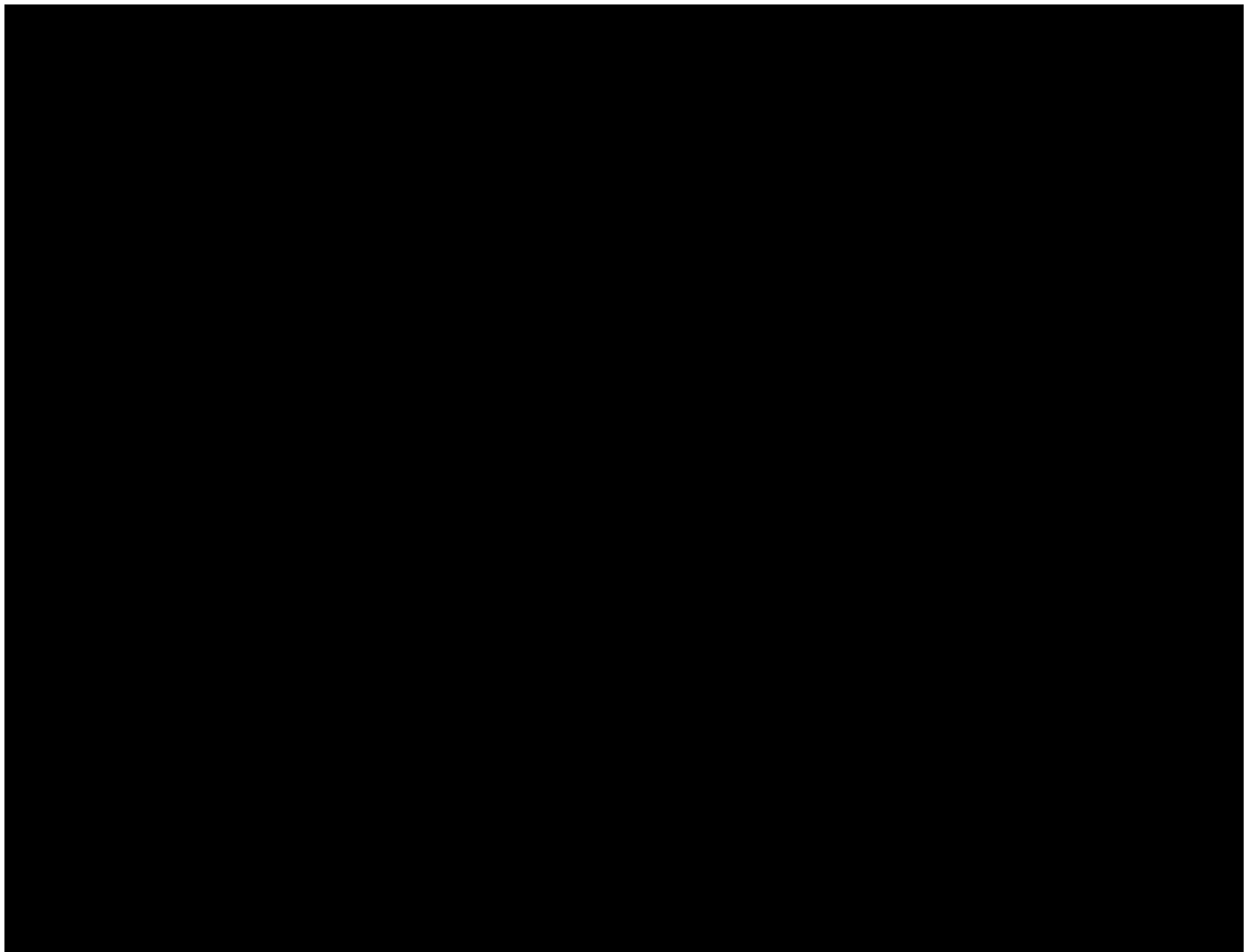
The **Gakushu Happyokai** (Learning Presentation) was held on March 22nd. All grade levels, from preschool to junior high, presented the results of their learning over the past year. While presentation events in Japan often focus on music and dance, the purpose of a SJS is to teach **Japanese Language (Kokugo)**, so the presentations are mainly related to language arts.

Presentation Topics:

- **Preschool (Nensho):** Poetry recitation / Hand-play song *Ippiki no no Nezumi* (One Field Mouse)
- **Preschool (Nencho):** Recitation *Ahiru no Akubi* (The Duck's Yawn) / Wordplay *Aiue Omurice*

- **primary (Grade 1):** Date and Day / Poem (Dream of O O) / Shiritori Exercise
- **primary (Grade 2):** Recitation play *Ochiba* (Fallen Leaves)
- **primary (Grade 3):** *Takara-jima no Bōken* (Treasure Island Adventure) connected by 9 friends
- **primary (Grade 4):** *Yūjō no Kabe Shinbun* (Friendship Wall Newspaper)
- **primary (Grade 5):** Quiz *Watashi wa Dare Deshō* (Who am I?)
- **primary (Grade 6):** Readers Theatre *Nihongo no Tokuchō* (Features of the Japanese Language)
- **Junior High (Grade 1):** Quiz *Kotoba no Chikara Ō* (Power of Words King)
- **Junior High (Grade 2):** *Moai wa Kataru* (The Moai Speak) - Easter Island Ex.
- **Junior High (Grade 3):** *Sora-kun no Time Travel Nikki* (Sora's Time Travel Diary)

Although the program included "plays" and "quizzes," all were based on Japanese language class content. For example, the 4th graders' "Friendship Wall Newspaper" presented viewpoints for deduction and logical thinking. The 5th graders' quiz was a three-hint quiz based on biographies learned in class and through reading. The 6th graders' Readers Theatre was a skit about the characteristics of Japanese, such as **homonyms** (Dōon igigo) and **onomatopoeia**. The performance included explaining how one kanji can have multiple readings (e.g., *isshō*, *seimei*, *namabīru* [draft beer]) and how different scripts (Kanji, Hiragana, Katakana) originated. The humorous atmosphere of the classroom was evident in the inclusion of "namabīru" (draft beer). The junior high presentations were outstanding. The 3rd graders' play, "**Sora-kun's Time Travel Diary**," was a fantastic story about a modern SJS student who time travels and accompanies Matsuo Basho on his journey as his disciple, Kawai Sora. Their use of costumes and props was creative, and they performed the entire script without notes.



March 29th: Preschool Completion and Graduation Ceremony

The Preschool Completion Ceremony and the Primary and Junior High Graduation Ceremony were held at the SJS. The solemn Japanese-style proceedings, including the presentation of diplomas, farewell and commencement addresses, and the chorus of "**Hotaru no Hikari**" (Auld Lang Syne), were enhanced by a **bagpipe performance** by current students, adding a unique and majestic Scottish atmosphere to the ceremony.

The junior high graduates have now completed the entire course of the SJS and will no longer have regular school attendance. They were seen off with feelings of celebration and a touch of loss. The school hopes they will have the opportunity to engage in school activities and education as graduate volunteers in the future. The school board and all supporters, including the Scottish Japanese Business Association, were also thanked for providing an enriching environment for the students. The ceremony was a success due to the hard work of the students, parents, event staff, and teachers.

The Scotland Japanese School is a Scottish Charitable Incorporated Organisation (SCIO)
regulated by the Scottish Charity Regulator (OSCR)
Scottish Charity Number: SC051753





スコットランド日本語補習授業校
THE SCOTLAND JAPANESE SCHOOL

The Scotland Japanese School

Receipts and Payments Account

for the year ended 31 March 2025

Receipts

		Unrestricted [GBP]	Restricted [GBP]	Total [GBP]
	Entrance Fees	1,950.00	-	1,950.00
	Tuition Fees	50,125.00	-	50,125.00
School Fees				
	Grant	12,500.00	44,442.96	56,942.96
	Fundraising Income	6,358.19	-	6,358.19
	Sundry Income	1,191.10	-	1,191.10
	Total Receipts	72,124.29	44,442.96	116,567.25

Payments

		Unrestricted [GBP]	Restricted [GBP]	Total [GBP]
	Teachers	-	69,170.47	69,170.47
	Administrators	3,096.39	-	3,096.39
Contractor Service Fees				
	Rent	0.00	11,384.63	11,384.63
	Nursery	640.05	-	640.05
	Primary & Secondary	4,845.03	-	4,845.03
Educational Supplies				
	Events	202.22	-	202.22
	Library	546.09	-	546.09
	Fundraising Costs	2,964.69	-	2,964.69
	Tools, Furniture & Fixtures	3,604.90	-	3,604.90
	Insurance	156.80	-	156.80
	Postage and Phone	221.54	-	221.54
	Sundries	2,031.37	-	2,031.37
	Total Payments	18,309.08	80,555.10	98,864.18

Net Surplus/-Deficit for the Year	53,815.21	-36,112.14	17,703.07
Funds Brought Forward	154,798.66	-66,026.40	88,772.26
Funds Carried Forward	208,613.87	-102,138.54	106,475.33

The Scotland Japanese School is a Scottish Charitable Incorporated Organisation (SCIO)
regulated by the Scottish Charity Regulator (OSCR)
Scottish Charity Number: SC051753



APPENDIX 3



		Independent examiner's report on the accounts v2					
Report to the trustees/members of	Charity name	The Scotland Japanese School					
Registered charity number	SC	051753					
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	1	Apr	2024	to	31	Mar	2025
Set out on pages							(remember to include the page numbers of additional sheets)
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>						
Basis of independent examiner's statement	<p>My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks 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, I do not express an audit opinion on the view given by the accounts.</p>						
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 						
Signed**:							
Name:							
Relevant professional qualification(s) or body (if any):							
Address:							

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

** OSCR will accept digital or typed signatures