

SENsational Families

Trustees Annual Report

April 1st 2019 – March 31st 2020

SECTION A REFERENCE AND ADMINISTRATION DETAILS

Charity Name: SENsational Families

Register Charity Number: 1173051

SENsational Families Principle Address: The Stables, Sparham Hall, Lyng Road, Norwich, NR9 5QY

Names of the SENsational Families' trustee who manage the charity

Charlotte Parish

Maxine Webb

Caroline Sykes

Claire Rushen

SECTION B STRUCTURE, GOVERNANCE AND MANAGEMENT

Type of governing document: Constitution

How is SENsational Families constituted: CIO – foundation registered 16th May 2017

Trustee Selection Methods:

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of SENsational Families.

SECTION C OBJECTIVES AND ACTIVITIES

SENsational Families Purposes

To relieve the needs of children and young people up to the age of 25 who have special educational needs or disabilities, their parents, carers and families in Norfolk in such ways as shall be thought fit including but not limited to:

1. providing specialist support, advice, information, activities and equipment.
2. offering access to specialist training and workshops.

3. Increasing public understanding and awareness of special educational needs and disabilities by advocating for SEND, providing information and taking part in public events.

SENsational Families Vision

To help advocate and support as many families as possible in Norfolk who have a child with special educational needs or a disability.

SENsational Families Mission

SENsational Families will:

- Provide free help and advice to those in Norfolk who are in need of support with caring for children under the age of 19, with special educational needs or disabilities
- Advocate for all families in Norfolk with a child with SEND, including working with other local charities and organisations to help bring about a positive change.
- Provide support and advice online and at regular support meetings
- Offer much needed friendship and understanding
- Provide opportunities for parents and carers to further educate themselves in areas that will help them understand and care for their child better
- Offer a loan service of resources and equipment to help better care for their child
- Help to increase public understanding and awareness of special educational needs and disabilities

Summary of the main activities undertaken for the public benefit in relation to these objects

SENsational Families support parents and carers throughout Norfolk. We do this in a number of ways. We have a number of part time Parent Support Advisors (PSAs) who work closely with families in the greatest need by providing 1:1 support and who run bookable clinics.

We have a very active online forum which is a perfect way for parents to access support. It can be very hard for parents and carers with children who have additional needs to get out but they need advice and support 24/7. Online means that they have support when they need it. We have an array of very carefully selected specialist who are on our forum who can help give advice. This is becoming more and more parent – parent support which works well, but carefully managed by a number of admin.

SENsational Families run weekly support groups throughout the term time. One takes place on the outskirts of Norwich and one in Lyng, a rural village aiming to help provide support to families who cannot make it into Norwich. These are free to attend and anyone who has a child with additional needs is welcome. Young children are also always welcome, with the aim that parents with children either too young to attend school or are out of school can still feel they can access face to face group support. We invite speakers to attend, who we feel would benefit our families or who work in the field of SEND and want to speak directly to the families that they are meant to be supporting. These have included the Senior Commissioning Manager for Children, and Young People in Norfolk, MPs Clive Lewis and Norman Lamb, Local Councillors, members from the Health Overview and Scrutiny Committee, specialists in EHC Plans, SEN Health Visitors, and NANSAs.

We offer a range of training and workshops at a massively reduced price. This is in order to ensure everyone can afford it but hopefully making sure people commit to the training so having the lowest possible drop-out rate.

We run a specialist book library and sensory library. These are free to access, and any member of SENSational Families can borrow books or equipment. There is no charge, however if we post items we do ask that postage is covered.

SECTION D ACHIEVEMENTS AND PERFORMANCE

Summary of the main achievements of SENSational Families during the year

Our PSA's continued to work with families on a 1:1 basis and attended a number of meetings with service providers in health, education and social care. We also provided ADHD Training for 16 parent/carers at a subsidised rate which only covered our costs in order to make it accessible to all those in need of it.

The Corona restrictions meant we needed to immediately stop groups, particularly as the families we support are largely in the high risk group and many commenced 12 week isolation. However, we have continued them using an online platform via zoom. The meetings have been safe and secure by publishing ID and password details on the closed group page 1 hour prior to start times. We have between 4-20 attendees and have included child centred activities such as art & craft ideas and scavenger hunts.

Through adapting the budget we have increased our training & development officer's hours to meet the needs of the charity. This has been invaluable following the recruitment of 2 additional Parent Support Advisers which we have funded from grants applied for from Norfolk Community Foundation Trust.

We have been working with a local charity (Get me out the four walls) at the Castle Quarter mall to run stay and play sessions to include SEND families. We are the mall charity of the year so had planned a whole summer of weekly family events which unfortunately have been cancelled so far but we have ongoing contact with the mall and hope to restart these as soon as government guidelines permit it.

During Covid-19 we have worked closely with local special schools to share their resources and signpost them to our additional resources and support. This has included arranging food parcels to several vulnerable families in need.

As a charity we have continued our relationship with Therapy Aid who provide 5 free sessions of alternative therapy to unpaid carers. Many of our families have been offered this and benefitted so we have just successfully applied for and been granted some funding to allow us to offer well-being sessions at our parent support groups to teach parents ways to improve physical and mental health in a safe environment. For many parents/carers this is the only time in the week they have just for themselves so this will really benefit them.

As a charity we have been invited to join an increasing number of stakeholder and steering groups with Norfolk County Council, Clinical commissioners and Norfolk and Suffolk Foundation Trust CYP team. This has been particularly important during lockdown as weekly video calls have given us the

chance to receive updates and give feedback about what families experiences have been and what they need. We have participated in working groups including one to write the white paper for Norfolk SEND Transformation school plans.

SECTION E FINANCIAL REVIEW

Brief Statement of SENSational Families policy on reserves

We have an up to date Reserves Policy to ensure we cover redundancies etc. Currently the policy states £8000. We have no overheads and all the work we do is funded by grants which cover all our costs. We do not start any new projects without the funding already in place. Our staff wages are covered by funding from the National Lottery and Norfolk Community Foundation grants

Details of any funds materially in deficit

We are not in deficit and have funds to cover all staff costs and planned activities for the forthcoming year.

Further Financial Review Details

Our organisational financial situation has been negatively affected by the cancelling of all our family days as these were fundraising opportunities. We were also to be the charity chosen to benefit from "one great day" charity day at the Castle Quarter shopping centre which would have provided a large amount of funding and we were an official Run Norwich Charity.

We are aware and planning as best we can for the aftereffects of Covid-19 which will impact our funding greatly as the country will take a long time to regain financial stability. We expect our families to have greater needs but less financial support to be available to meet these needs.

SENSational Families principal source of funds

All our funds are from either fundraising, donations or grants. 95% of our funds currently come from grants. We apply for funding to cover all our activities.

During the last year we have received funding from:

Grants:

- The Sydney Black Trust
- The Big Lottery Fund; Reaching Communities
- Snellings Charitable Trust
- Norfolk Community Foundation; Shelroy Charitable Trust
- Norfolk Community Foundation; Septagon Fund
- Norfolk Community Foundation; COIVD Emergency Response Fund
- The Geoffrey Watling Charity
- True Colour Trust

SECTION F

DECLARATION

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

Signed on behalf of SENSational Families trustees

Signature:

A handwritten signature in blue ink that reads "Charlotte Parish". The signature is written in a cursive style, with the first name "Charlotte" and the last name "Parish" clearly legible.

Full Name: Charlotte Parish

Position: Chair of Trustees

Date: 15th September 2020

SENsational Families
Income Expenditure Account
For The Year Ending 31st March 2020

<u>2018/19</u>		<u>2019/20</u>	
	<u>Income</u>		
£ 236.00	Membership	£	585.00
£ 41,469.50	Grants		
	Grant - The Sydney Black Trust	£	500.00
	Grant - The Big Lottery Fund; Reaching Com	£	51,723.50
	Grant - Snellings Charitable Trust	£	1,000.00
	Grant - Norfolk Community Foundation; Shel	£	5,000.00
	Grant - Norfolk Community Foudation; Septa	£	5,000.00
	Grant - Geoffrey Watling Charity	£	4,000.00
	Grant - True Colour Trust	£	5,000.00
	Grant - Norfolk Community Foundation: COV	£	1,000.00
£ 2,941.92	Training Sessions	£	3,010.18
£ 315.40	Fundraising	£	3,874.05
£ 731.43	Donations	£	6,769.74
£ 1.81	Interest	£	3.08
£ 421.87	Other		
46,117.93			87,465.55
	<u>Expenditure</u>		
£ 633.60	Membership Costs		
£ 4,458.88	Wages	£	37,664.54
£ 117.00	Staff Travels	£	3,434.13
£ 1,040.00	Room Hire - GROUP	£	2,424.70
£ 700.50	Room Hire - TRAINING	£	383.80
£ 30.00	Room Hire - MEETINGS	£	8.75
£ 317.04	Group - food etc	£	428.30
£ 207.76	Training - Food etc	£	324.64
£ 137.54	Meetings - Food etc		
£ 4,255.16	Training	£	6,352.00
£ 668.79	Volunteer Expense - GROUP	£	517.58
£ 188.42	Volunteer Expense - TRAINING	£	21.60
£ -	Family Activities	£	437.61
£ 251.01	Office - paper etc	£	474.22
£ -	Postage		
£ 237.60	Phones	£	1,646.95
£ 4,025.70	Office Equipment	£	1,191.89
£ 50.00	Fundrasing		
£ -	Maketing - GROUP		
£ -	Marketing - TRAINING		
£ 347.42	Marketing - SEN FAM	£	1,657.05
£ 24.00	Fundrasing	£	1,482.92
£ 506.18	Memberships / subscriptions	£	239.00
£ -	insurance	£	267.12
£ 75.47	Sensory Library	£	790.47
£ 24.01	Book Library	£	23.06
£ 244.42	Other	£	246.64
£ 18,540.50			£ 60,016.97
<u>£ 27,577.43</u>	<u>Surplus/(Loss) for the Year</u>	<u>£</u>	<u>27,448.58</u>

SENsational Families
Balance Sheet
As at 31st March 2020

2020

Fixed Assets

Office Equipment	2138.12
------------------	---------

Current Assets

Current Account	54342.61
Deposit Account	6504.82
Petty Cash	13.4
	£60,860.83

£62,998.95

Accumulated Funds

Balance Brought Forward	£35,550.37
Surplus/(Deficit) for the Year	£ 27,448.58
	£62,998.95

£62,998.95

I have examined the books and records relating to SENsational Families and
can confirm that the accounts have been correctly prepared from the books and records


.....
Mark Archer (MAAT)

Dated 26/7/2020



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Charity Name

SENSATIONAL FAMILIES

On accounts for the year
ended

31st MARCH

2020

Charity no.:

1173051

Company no.:

Set out on pages

3 AND 4

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 03 2020

Responsibilities and
basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent
examiner's statement

~~[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

** Please delete the words in the brackets if they do not apply.*

Signed: MM

Date: 27/7/20

Name: MARK ARCHER

Relevant professional
qualification(s) or body
(if any):

AAT

Address:

26 CROWN MEADOW
NEEPHAM
NR10 4SP

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of
any items that the
examiner wishes to
disclose.