

Charity number
1133446

AL-IMAN ARABIC AND SUPPLEMENTARY SCHOOL LIMITED

Report and Accounts

31 December 2019



Annual General Meeting (AGM) 2019

Minutes of AGM which has been taken place at Crest School on 22/08/2019 at 3.00pm.

Date and time:- 22/08/19 at 3:00 PM

Location:- Crest School (office)

Attendees:-

Huda Mohammed (HM)

Dr Munther Jaffar Hussain (MJH)

Syde Saeed Mousawi (SSM)

Mrs Raja Sadiq (secretary) RS

Amal Al Malikey (Deputy)

Eman Karbalai (Assistant supervisors)

Apologies: Mr Ali Al Kateb

Updates:-

We discussed about last year achievements that our students this year 2019 achieved high grade in GCSE Continuously with the past 5 years our GCSE results have been a constant string of A* and A's.

We reviewed our relationship with the college letting office to strength the way of communication and we appointed a delegate such as Ms Huda Mohammed to be in charge of communication in regard of advance booking or to sort problems should arise occasionally with the college.

We also discussed the preparation for the beginning of the school preparing the registration for new students. Also to recognize family who are on income support for exemption or making discount in paying school fees. We always keeping the policy of making discount for families who has more than one child.

Our improvements from the previous year continue to reward our staff with any school activity, such as forming charities shops, creating cultural events and posters made by students and crafts. These activities created a healthy competition between the staff to show their creative skills within the learning environment.

We carried on forming a group with specialty within the school office as they are all respected within their professions; such as a specialist in the school curriculum, another is specialist in the school developmental aspects, also a member who specializes in the psychological well-being of the children.

We had many guest speakers during the year to give moral and religious lectures depending on the occasion within the calendar year, for example, birth and commemorating the death of the Prophets or their lineage. We also invited a guest speaker from Brent education council to talk about safe guard children at supplementary schools.

We urged Syde Saeed Mousawi (Trustee member) to arrange external speakers from young generation to give a talk various subjects around mid day for one hour.

The school policies ensure to solve various issues such as complaints of the staff, students, and parents. We did all our best to resolve all issues brought to our attention.

Our very own teacher has created an Arabic and Islamic syllabus for all ages that is specific to our educational needs, i.e. a syllabus for the younger years and the older years.

At the end of each term we have achievement ceremonies to reward both the staff and the students for their dedicated hard-work throughout the term. This year we made two ceremonies at the end of the year together (graduation and Takleef party) on the same day.

We always keeping our teachers to have great communication with their students' parents/guardians. All our class teachers have opened a means of communication with the parents/guardians, such as WhatsApp in each classroom—this allows them the parents to be kept in the picture constantly in regards to what their children are being taught and what is required to be completed for the following week. The feedback regarding this has been very positive and successful.

As a school policy is online to keep our teacher to participate in any training courses that can contribute to their improvements within their teaching and practicing the policies with regard to the child protection.

Risk assessment has been completed that will keep the school premises healthy and safe .

We kept meeting annually (parent meeting) on agenda that each classroom teacher meeting with parents on certain date to discuss the progress of the student with the parents. This has allowed to have feedback from both sides for the sake of students to offer him/her a help if they require.

Huda Mohammed is always to keep schools quality award and standards under practice

Action: we are still keeping willing to form an official website which we need to be created for the school, to be completed by the end of the academic year 2019/22020

AL-IMAN ARABIC AND SUPPLEMENTARY SCHOOL LIMITED
Statement of Financial Activities
For Year Ended 30 December 2019

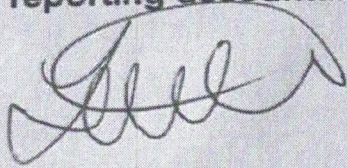
	2019
Income	
School Fees	11,540.00
Donations	49,121.00
Gift Aid Reclaims	6,000.00
Total Income	<u>66,661.00</u>
Expenses	
Admin Expenses	4,300.00
Bank Charges	188.24
Course Fees	0.00
Rent	15,524.25
CRB Check	0.00
Salaries	3,117.00
Voluntry Expenses	9,694.00
Meetings	857.40
Office expenses	440.95
Parents Evening	-
School Event	131.60
Swimming club	-
Membership Fees	0.00
Football Coaching	2,139.00
School Public Liabili	408.87
Sports Activity	1,159.95
Sports kit	324.66
Telephone	1,412.94
Refreshments	2,250.20
Books	621.00
Travel Expenses	2,667.21
Petty Cash	520.00
Gifts	191.00
Repair & Maintenanc	0.00
Accounting Fees	420.00
Charity Donations	3,927.80
Depreciation:	101.82
	<u>50,397.89</u>
Net Profit	<u><u>16,263.11</u></u>
B/F	34,534.61
	50,797.72

Accountants Report

You consider that the company is exempt from an audit for the year ended 31 December 2019. You have acknowledged your responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the company at the end of the financial year and of its profit and loss for the financial year.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

These accounts have been prepared on an accounting honorary basis by a reporting accountant.



14109120

Zainab Hussain ACCA