



TrinityLearning's Annual Report
for the reporting period
1st April 2019 - 31 August 2020

Registered Charity Number 118272

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TrinityLearning Annual Report: 2019 – 2020

Welcome

Welcome to TrinityLearning's first annual report and accounts. Within this report you will find details of our projects, our structure, and our funding. All our activities are supported by qualified staff, but our outreach work would not be possible without our wide-range of skilled and dedicated volunteers. We are proud to work together with them to support our local schools and the wider community.

Eve Newton, TrinityLearning Chair of Trustees.

About Us

TrinityLearning was developed from a church project set up by Trinity Church, Abingdon in 2009. Its remit was to explore ways in which the church could support and enhance the quality of life for all those working in local schools – both students and staff. Working with head teachers, staff, and children it soon became clear that the area they most needed support in was wellbeing.

Over the last decade, we have provided that wellbeing support through a range of projects including taking groups of children out of the classroom to work on projects such as an assembly or a local newsletter; nature walks for children and their families; Thinking Books to promote children's emotional literacy, and regular advice and support (Including mental health) leaflets for teaching staff.

This work has developed and expanded since we became a registered charity in March 2019.

Our Mission

TrinityLearning believes that every child deserves a calm, positive start in life. We aim to relieve the pressures on busy schools through specially tailored activities, including practical help for school leaders, regular mentoring for children and workshops for pupils and staff.

Our objectives

Programme

- To develop existing projects and continue to identify areas of need and develop new ways to support wellbeing in school communities.
- To develop new TrinityLearning projects such as Thinking Books.

- To continue ongoing TrinityLearning workshops such as Experience Easter, Prayer Spaces, Hello Abingdon and DiY Assembly.
- To maximise our reach and impact by recruiting and training new staff.

Legal and administrative

- To ensure TrinityLearning functions legally and ethically by create a consistent set of policies and conducting a risk review of TrinityLearning's organisation and activities.

Review of activities and achievements against our programme objectives

TrinityLearning's first reporting period from March 2019 - August 2020 has been a period of great change. As well as incorporating our progression to being a registered charity, all TrinityLearning staff were furloughed for April and May 2020 with the Workshop Leader additionally furloughed for June. We would like to thank the UK Government for this support and also note the extra work done by the volunteer payroll and finance officers of Trinity Church whose additional effort enabled this.

Once staff returned to work in June there followed a busy restart involving new or adapted projects to support schools, taking into account Covid19 restrictions which meant staff and volunteers could no longer physically go into schools to carry out this work.

Over this reporting period we have met **our programme objectives** in the following ways.

- **To develop existing projects and continue to identify areas of need and develop new ways to support wellbeing in school communities.**

Kingfisher Garden: Kingfisher school is a local school that caters for young people aged 2 – 19 years who have severe, complex or profound needs, including autism. Our Kingfisher garden project, which consisted of refurbishing the school's sensory garden, began in 2018. It continued to be led by Rosemary Perrow, (TrinityLearning's first Education Development Officer) in a volunteer capacity throughout this reporting period.



Reburbished Kingfisher School garden

We were supported on this project by a number of volunteer groups, most notably a group of 5th formers from the local Radley College who volunteered regularly over a six-month period. TrinityLearning volunteers continued to keep an eye on the garden during lockdown and two TrinityLearning volunteers have now taken over the responsibility of garden maintenance. The garden is now used regularly and is hugely appreciated by both pupils and staff at Kingfisher school.

"THE GARDEN LOOKS AWESOME. THE RAINBOW CHAIN IS GREAT AND THE LANES LOOK AMAZING. I ACTUALLY TOOK SOME THYME FOR MY TEA TONIGHT!"

LORRAINE WILSON, HEAD OF KINGFISHER

We loved this comment from Lorraine as it demonstrates TrinityLearning's mission in action. By improving a school environment for the pupils, we can also help to reduce stress for teaching staff, families and the wider school community.

Peace Packs and Abingdon Peace Competition:

TrinityLearning works with many community groups and we were delighted when Abingdon Peace Group reached out to us to help with a peace-based drawing competition to mark International Peace Day in September 2019. The result of this coalition was a 34-page teacher resource pack, which went out to all schools in the Abingdon Primary Partnership and a display in St Nicolas Church to mark One World Week in Abingdon. A grant from the Christian Peace Education Fund of £350 covered the cost of these projects.



Peace drawing display to mark One World Week in Abingdon



Peaceful Activity Packs: After returning from furlough in June, TrinityLearning designed packs for children that volunteers would usually work with weekly as well as those particularly affected by isolation during lockdown. The packs provided peaceful, calming activities for children to do independently or with their families to help reduce anxiety and stress when many parents were working from home and children were off school. A generous donation from Abingdon Baptist Church allowed us to provide 16 of these trial Peaceful Activity Packs to children from Carswell and Caldecott schools.



"THANK YOU FOR THE PACKS YOU GAVE US, THEY'VE BEEN GIVEN TO CHILDREN WHO WERE OVER THE MOON WITH THEM!"

PAUL CRANDON, HEAD OF CARSWELL SCHOOL.

Wildlife Safari Walks: In June 2020 we also started to develop our first local Wildlife Safari walk designed to encourage families to get outside and explore nature. Our first walk featured Albert Park in Abingdon, and we know from positive feedback that many families, volunteers and TrinityLearning supporters have really enjoyed this walk and are looking forward to future ones, which we hope to add in the coming months.



Albert Park Wildlife Safari Walk Map



"THIS IS REALLY BRILLIANT! I HAVE LOOKED AT THE MAP AND PHOTOS ON THE WEBSITE. WE OVER 70S ARE AFRAID OF GOING INSIDE BUILDINGS BUT ARE GOING FOR WALKS. SO, IT WOULD HAVE AN APPEAL TO OLD AND YOUNG ALIKE. WHAT AN ABSOLUTELY WONDERFUL IDEA THIS WALK IS!!!"

EMAIL FROM TRINITYLEARNING SUPPORTER

Supporting school staff: 2020 has been a challenging and stressful year for school staff, with many working through school holidays to provide education for vulnerable children and children of key workers. The September return was also challenging as schools grappled with complex and frequently changing guidance about how to keep families, staff and children safe.

In response, TrinityLearning revamped its regular 'Help and Advice for School staff' leaflet in July to include mental health support links available locally for everyone and nationally for education staff.

- **To develop new TrinityLearning projects such as Thinking Books.**

Thinking Books: Autumn 2019 saw the launch of Thinking Books - an ambitious new mentoring project which involves TrinityLearning volunteers regularly reading specially chosen books with children in schools with the intention of supporting their emotional and social development. The project got off to a good start with nine volunteers attending our initial training and eight of them continuing on to deliver the project in schools. By the time we stopped for lockdown in March, Thinking Books was being delivered in three Abingdon primary schools and was supporting 15 children with weekly mentoring sessions.



"I WAS SURPRISED AT SOME OF THE INSIGHTS SHE HAD THAT ENTIRELY CAME FROM HER, AND CONNECTIONS SHE MADE AND THE INTEREST SHE TOOK."

PARENT COMMENT ON THEIR CHILD'S RESPONSE TO THE THINKING BOOK RESEARCH PROGRAMME COMPLETED AT HOME DURING THE SCHOOL

We were able to continue trialling new ways to deliver the project through our Education Development Officer's Master's research project with Oxford Brookes University.

- **To continue ongoing TrinityLearning workshops such as Experience Easter, Prayer Spaces, Hello Abingdon and DiY Assembly.**

Experience Easter: Experience Easter 2019 was one of the busiest of the last 10 years as we welcomed over 300 children, their teachers and support staff to Trinity Church over four days. Following on from this, preparations were fully in place for Experience Easter 2020 when lock-down came into effect the week before. A rapid rewrite of the scripts enabled some schools to send out the Experience Easter script as part of their home learning packs and we are building on this to develop a more interactive, video enhanced, portable Experience Easter which will be flexible enough to be delivered in school, or at home for 2021.

Prayer Spaces, Hello Abingdon and DiY Assembly workshops: TrinityLearning led a series of Hello Abingdon workshops for from Carswell School in June 2019. We also led Prayer Spaces for 210 pupils and 16 staff from Carswell School in November 2019, as well as supporting the prayer space at Caldecott school in January 2020.



Child's drawing from a Prayer Space session

Nicola Williams, the Education Development Officer and Taz Round, the Workshop Leader also led a series of DiY Assembly workshops at St Nicolas School in January and February which involved supporting six Year 4 (eight to nine-year-old) children to develop and present an assembly to the whole school.

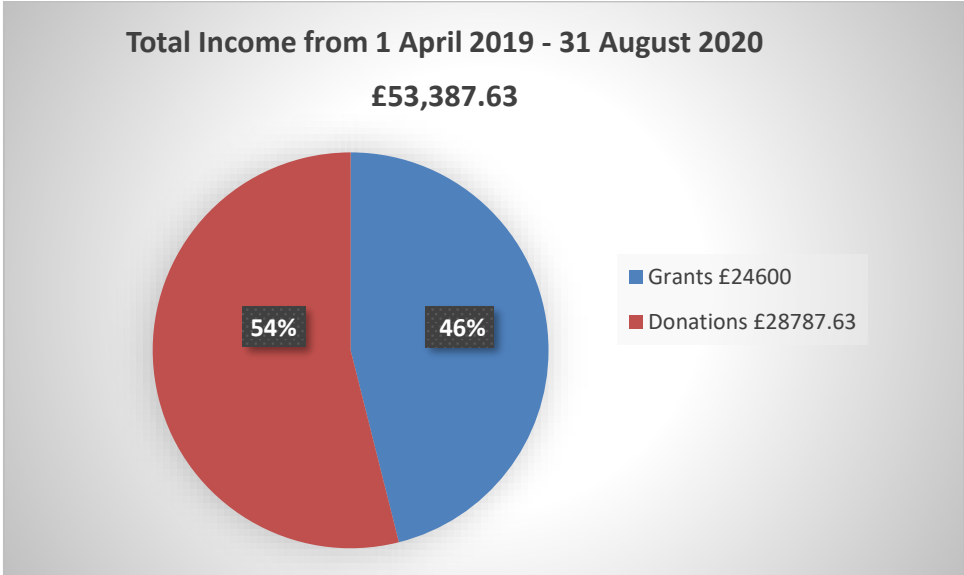
- **To maximise our reach and impact by recruiting and training new staff.**

As of August 2020, we now have a team of three part-time staff: an Education Development Officer (0.4); a Workshop Leader (0.2 term time only) and an Administration Assistant (0.2). Our current Education Development Officer (EDO) was appointed in March 2019 just as TrinityLearning gained charity status and had a generous six-month handover period with the outgoing EDO which allowed for a comprehensive transfer of projects and information. A Workshop Leader, was appointed in September 2019 and then an Administration Assistant in January 2020.

Finances

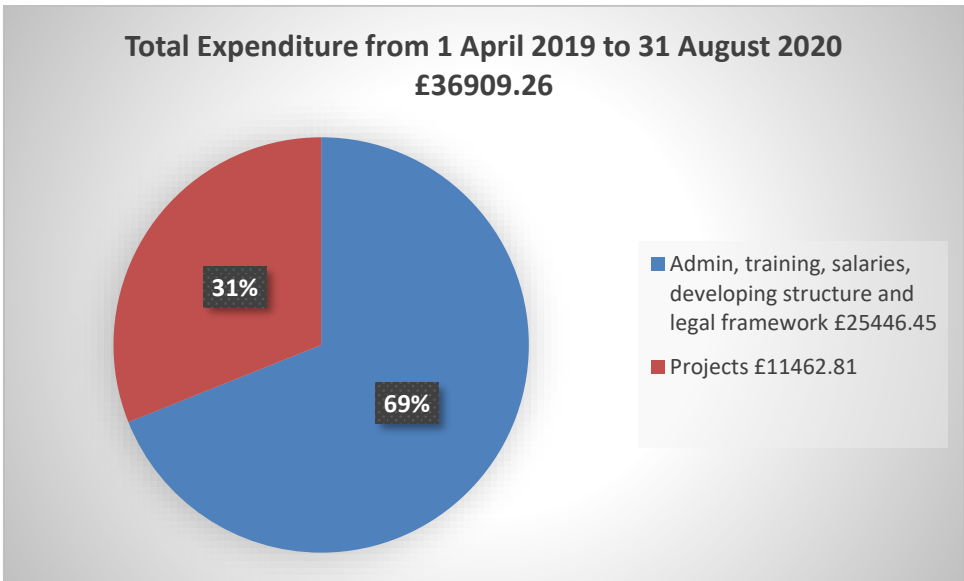
This financial period encompasses the end of the first year of the three-year funding plan as well as the whole of the second year.

Where our money comes from



Individual supporters regularly donate money through their local church to support our work which enables us, in turn, to support local schools. We are also very fortunate to have had significant financial support from the Wantage and Abingdon Methodist Circuit, URC Wessex Trust and Trinity Church, as well as a number of other charities and trusts such as the Charity Of Richard Belcher and the Christian Peace Education Fund, and corporates such as Tesco’s Groundworks.

Where we spend our money



Our expenditure in this reporting period reflects the costs involved in developing the charitable structure, as well as the development of TrinityLearning as a registered charity – such as work on Safeguarding and risk register issues. We expect that the next financial reporting period will show a more equal balance of project work to other areas of work.

A full break down of our income and expenditure can be seen in the accompanying accounts.

Review of activities and achievements against our legal and administrative objectives

Over this reporting period we have met **our legal and administrative objectives** in the following ways.

- **To ensure TrinityLearning functions legally and ethically through the development of a consistent set of policies and procedures and the undertaking of a risk review of TrinityLearning's working structure and activities.**

Policies and procedures

TrinityLearning staff and Trustees have produced a clear, appropriate and coherent set of policies and procedures to ensure the charity is legally compliant, transparent and accountable.

These include the following which were all adopted as of 31 August 2020

- Capability Procedure
- Code of Conduct
- Disciplinary Procedure
- Expenses Policy
- Equality Policy
- Financial Responsibilities Policy
- GDPR Privacy Policy
- Grievance Procedure
- Health and Safety Policy
- Lone Working Policy
- Risk Policy and Risk Register
- Safeguarding Policy
- Volunteer Recruitment Procedure

With the following scheduled to be adopted by December 2020

- Complaints Procedure
- Recruitment Policy for staff and volunteers
- Image Use Policy (Children and Young People)
- Video Policy (Adult Volunteers)
- Volunteer Agreement
- Volunteer Policy and Handbook
- Whistleblowing Procedure

Policies are reviewed regularly and a record is kept of policies adopted and review dates.

Risk Management

TrinityLearning created and adopted a risk management policy in September 2019. As part of this process a risk register was developed which identified four key risks for Trustees and staff to focus on.

These were:

- the possibility of a safeguarding breach;
- discontinuity of service due to a lack of trustees;
- lack of funding,
- and significant personnel change, such as possible disruption caused by the Education Development Officer leaving.

The identification of these key risks has driven the direction of development by the Trustees, and in response:

- Safeguarding, recruitment and induction procedures have been reviewed and tightened. The Education Development Officer has completed co-ordinator level Safeguarding training through both the Methodist Church and Oxfordshire County Council and is now qualified to deliver Safeguarding Training to volunteers working in schools.
- The Trustees have reviewed the finances and budget, which are secure for the next two years from September 2020. Plans are being developed to begin to investigate future options for core funding over the next year.
- The Coronavirus shutdown offered a very different scenario for service discontinuity from that which had been identified within the risk register. Despite this, the process of assessing risk and considering mitigations has proved useful in enabling TrinityLearning to adapt to new circumstances relatively quickly.

Structure Governance and management.

The Trustees determine the general policy of TrinityLearning. The day to day running of TrinityLearning is delegated to the Education Development Officer supported by the Workshop Leader and Administrative Assistant. The Education Development Officer is invited to attend Trustee Meetings.

The Trustees of TrinityLearning confirm these Annual Report and Accounts comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP (FRS 102).

Get involved

Volunteers play a vital role in TrinityLearning, enabling us to work with children, teachers and the wider school community and give them the support they need. From helping to set up workshop spaces to supporting children's emotional literacy, our outreach work would not be possible without the invaluable input of our volunteers.

All our current volunteering options are socially distanced and we can provide training and support for all roles. Most immediately we are looking for volunteers to plan and photograph Wildlife Safari Walks, to make videos of themselves telling the Experience Easter story, to help create craft packs for Experience Easter, to video themselves singing nursery rhymes for the Kingfisher Singing Group and to weed and tidy school gardens. We also have a vacancy on our Trustee Board.

If you're interested in finding out more contact us at nic.trinitylearning@gmail.com.

Connect and keep up to date with our work:

Facebook: <https://www.facebook.com/TrinityLearning-108933674177652/>

Website: www.trinitylearning.org.uk

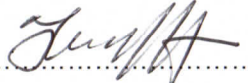
TRINITYLEARNING - ACCOUNTS FOR PERIOD 1st APRIL 2019 TO 31st AUGUST 2020

	INCOME 2019-20		EXPENDITURE 2019-20
Grants	£24,600.00	Trinity Learning Office	£942.76
Donations	£28,787.63	Salaries	£27,607.56
Office Equipment Refund	£912.01	Recruitment	£474.40
Payments Intended for Trinity Church	£6,000.00	Training	£1,026.00
		Projects	£4,702.98
		Insurance	£818.84
		Expenses	£383.86
		Stationery & Copying	£454.79
		Telecoms	£399.90
		Bank Charges	£98.17
		Refund of Payments for Trinity Church	£6,000.00
	<hr/>		<hr/>
	£60,299.64		£42,909.26
		Surplus/Deficit	£17,390.38
	<hr/>		<hr/>
	£60,299.64		£60,299.64

ASSETS AT 31 AUGUST 2020

Current Account:

Opening balance	£13,696.11
plus Surplus/less deficit	£17,390.38
	<hr/>
	£31,086.49

SIGNED 

DATE 5 October 2020

Thomas W KYFFIN (Treasurer)

Independent Examiners Report

I have examined the accounts and records for TrinityLearning for 2019/20 and am satisfied that there are no issues that need addressing.

SIGNED 

DATE 9 October 2020

Celia O'HARA (Independent Examiner)

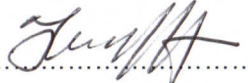
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