

Al Iman Arabic School
Statement of Financial Activities (including Income & Expenditure Account)
for y/e 31 December 2015

Income

School Fees	9,000.00
Donations	20,314.00
Gift Aid Reclaims	2,500.00

Total Income	<u>31,814.00</u>
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Expenses

Admin Expenses	2,301.00
Rent	13,365.00
Salaries	3,670.00
Voluntary Expenses	6,822.00
School Public Liability Insurance	335.00
Refreshments	260.72
Books	1,850.00
Travel Expenses	1,031.26
Teachers Meeting	663.38
Petty Cash	170.00
Gifts	105.00
Telephone	903.03
Stationary	130.25
Accounting Fees	300.00
Charity Donations	523.00
Summer Scheme	6,954.00
Bank Charges	131.60
Depreciation:	321.81

	<u>39,837.05</u>
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Net Loss

	<u><u>-8,023.05</u></u>
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Bank / Cash Account B/F	37,395.00
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B/F

29,371.95

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Annual General Meeting (AGM) by Management Committee

Minutes of AGM which has been taken place at 08 The Crossways , Wembley on Sept 5th 2015 at 6.30pm.

Present:

Dr Munther Jaffar Hussain (**MJH**)

Syde Saeed Khlahali (**SSK**)

Mr Ali Al Kateb (**AAK**)

Mrs Raja Sadiq (secretary) **RS**

Agenda:

- 1-Reviewing the progress of the school year 2014
- 2-Number of students registered
- 3-Preparation for the new school year 2015
- 4-Teacher Training
- 5-Financial status

Details of Minutes:

1-**MJH** reviewed the progress of the school achievement during the year 2014. The GCSE results of our school students (15 students) in Arabic subject was so impressed and most of them got A or A* grade in Arabic subject. This year we have more students registered to go for GCSE exam.

2-**MJH** explained the new situation in hiring the school rooms at college of North West London. The college business manager has been appointed and prepared for a new contract and the cost of hiring school has increased. In addition there are going to charge for car parking.

The preparation for a new year 2015 is on, as the text books have arrived from Iraq and Lebanon. The preparation of stationeries has been prepared.

3-**RS** said as a result of a new contract there number of children in each classroom is going to be limited. The application from a new students who want to register in our school has been prepared. **AAK** asked whether we have prepared a plan to check whether we have a room to cope with new students. **SSK** raise a new matter if we can teach Akhalaq in English and to give more time to this type of lessons.

MJH agreed about the point raised by **SSK** and a plan is going to be in a plan to get an external speakers for this type of lessons. Because of increase of hiring school building there is a plan to increase the school fees to cope with high rent expenses. We still remained to give discount school fees for those who got more than one child. It has been recommended that we can accept more students at nursery levels therefore we need to open a new class room for them should we require.

4-**MJH** reported in the meeting that he has arranged a teacher training day on August 2014 which we gathered all teachers for a course at Cricklewood. We invited a speaker who is experienced in teaching children from Al Huda school. During that meeting we discussed a number of challenges raised by teachers. Similarly we are going to do another one in 2015. **RS** after the course sent a conclusion of that course to the teachers.

5-**AAK** raised an important point to collaborate with other organisation such as Wise Academy. He encouraged that if our school can send a text message of any activity that our trustee would support it.

6-**Others matters:** **RS** praised on aum noor al betool who organised a successful party for Takleef. **She** reported also in the meeting that our school is keeping to raise the standard of the education. The matter such as health and safety school is always under control as **Huda** is working on school development programme in cooperation with Akhita from Brent Supplementary Education centre after having the silver Award that we have to comply with the standards of that level. **Huda** is working to get all the documents required and signed by MC.

7-Teacher rewarding day: **MJH** reported that rewarding day has been done and teachers were so impressed and encouraged to do more after inviting them to have a dinner at the end of the year.

8-Finansail status: **MJH** discussed the budget of the school this year and he thanked all people who made contribution by making donation to the school. Also he raised the matter that we do need to get more fund from charitable organisation so we can do more activity.

Date of the next meeting:

It has been decided to hold the next meeting on 30th August 2016.

Al Iman Arabic School
Accountants' Report

You consider that the company is exempt from an audit for the year ended 31 December 2015. 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.

Zainab Hussain ACCA