

**Al Iman Arabic School  
Accountants' Report**

You consider that the company is exempt from an audit for the year ended 31 December 2016. 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.**



17.09.17

Zainab Hussain ACCA

Al Iman Arabic School  
Statement of Financial Activities (including Income & Expenditure Account)  
for y/e 31 December 2016

**Income**

School Fees	17,300.00
Donations	46,179.16
Gift Aid Reclaims	9,882.84

<b>Total Income</b>	<u>73,362.00</u>
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**Expenses**

Admin Expenses	6,000.00
Misc Expenses	2,371.45
Rent	19,091.00
Salaries	2,579.00
Voluntry Expenses	6,275.00
Course Fees	570.00
Summer Camp	1,150.00
School Public Liability I	342.06
Refreshments	1,581.50
Books	7,881.00
Travel Expenses	2,838.00
Petty Cash	1,450.59
Gifts	916.56
Stationary	424.56
Accounting Fees	300.00
Charity Donations	1,690.00
Depreciation:	241.36

	<u>55,702.08</u>
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<b>Net Income</b>	<u><u>17,659.92</u></u>
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Annual General Meeting (AGM) by Management Committee

**Minutes of AGM which has been taken place at 65 BronsburyPark, Willesden NW10 on Sept 4<sup>th</sup> 2016 at 7.15pm.**

**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 2016
- 2-Number of students registered
- 3-Preparation for the new school year 2017
- 4-Teacher Training
- 5-Financial status

Details of Minutes:

1-**MJH** reviewed the progress of the school achievement during the year 2016. As expected the GCSE results of our school students (10 students) in Arabic subject was so impressed and most of them got A\* grade in Arabic subject. This year we have more students registered to go for GCSE exam.

2-**MJH** stated that the school is going to move to Crest Academy as the rent in the old college at North West London has been increased by 50%. We signed the contract with a new college. The preparation for a new year 2017 is on, as the text books have been ordered and arrived from Iraq and Lebanon one month ago. The preparation of stationeries has been prepared.

3-**RS** said as a result of a new contract we expect that the number of children is going to increase and we should book more classrooms. The registration fees is going to be the same as last year. **AAK** asked whether we have prepared to recruit more teachers. **SSK** concentrated on moral subjects as the students now a day want to behave in accepting way.

**MJH** commented that if we can invite speakers from outside school and that is the best way. **SSK** agreed and he is going to help with this plan.

**MJH** stated that the new college has a large space of playground area. 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 that our teachers went for a teacher training course which has been organised by Arabic School Association on January 2016. About 12 teachers and 5 assistant teachers attended the course. During that meeting Teachers discussed a number of matters concerned during their work challenges raised by teachers. We are planning to do more training in collaboration with other organisation. **RS** received a call from Brent council (education department) by Mr David who is in charged of keeping children safe guard during the Saturday school and keeping them away from extremist. Mr David is going to organise a course for that purposes during year 2017.

5-**AAK** praised on collaboration between activities held by Wise Academy and our school. He encouraged that if our school can do more to support such a project after school club. Also our school join a summer camp with the other organisation such as Iraqi Welfare Association.

6-**Others matters:** **RS** praised on aum Noor al Betool who organised a successful party for Takleef. The school presented a various activities like songs and play. **She** reported also in the meeting that our school is keeping to raise the standard of the education. Huda has worked very well on health and safety school matter which is going to be our policy in the 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 rewarded after finishing training and they 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 raised the matter to help single parents with school fees. He also thanked all people who made contribution through their donation to the school.

**Date of the next meeting:**

It has been decided to hold the next meeting on 10<sup>th</sup> Sept 2017.