

SENsational Families

Trustees Annual Report

April 1st 2018 – March 31st 2019

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
Emma Elliott	Caroline Sykes
Claire Rushen	Hayley Huckle

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 19 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 two part time Parent Support Advisors (PSAs) who work closely with families in the greatest need of 1:1 support and by using our 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.

SENsational Families run weekly support groups throughout the term time. One takes place on the outskirts of Norwich and our newest one takes place 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 NANSA.

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

The last year has been extremely exciting and as a charity we have gone from strength to strength. The biggest moment was securing lottery funding for the next three years. This was amazing news and has allowed us to move to the next level of providing support and advocacy for Norfolk families.

Due to the funding from the Community Lottery Fund, for the first time ever we have been able to employ staff. Nicki, who was the original founder of SENSational Families went through the vigorous interview process and subsequently become Head of Family Support, we then went on and employed Emma as a Parent Support Advisor (PSA) and Jacqui as our Charity Administrator.

Nicki and Emma now provide essential 1:1 support for our most in need families, whilst also running monthly 1:1 support drop in sessions, and both running one of the weekly support groups.

We have a brand-new website which helps provide signposting across the services and provide essential fact sheets which we have been able to commission. This also has provided a greatly improved booking service for our training and events.

We have launched "become a friend" of SENSational Families. This costs £12 a year and is a way that families can help support the work we do. This also gives all "friends" a discount on the workshops and training we run as well as access to a Friends only area of the website. This is still in its very early stages and will continue to grow over the coming year.

We have 4 new trustees. This has helped widen our area of expertise and has allowed us to become a much stronger board of trustees.

We have hugely increased the advocacy role of the charity over the last year. This has included attending a number of the Children Service Meetings at Norfolk County Council, gathering information and submitting a report to the Health Overview and Scrutiny Committee, helping to ensure that the Speech and Language provision in Norfolk is being improved. We are now involved with the Local Offer User Forum, we sit on the Norfolk SLCN stakeholder Group, and we have been attending workshops which are designed to shape the future of SEN provisions within Norfolk.

Our online forum is currently being accessed by over 1300 parents and carers within Norfolk which is not only fantastic but also highlights the still ever-growing need in Norfolk for support for SEND families.

We have finally managed to launch a new support group, allowing more families to access face to face support who are not able to get into Norwich. The Norwich group is continuing to grow, and we are getting not only regular parents but also many new faces.

We have provided a range of workshops and training during the past year including SEN Support, Understand EHC Plans and What is needed to know about going to Tribunal.

SECTION E FINANCIAL REVIEW

Brief Statement of SENSational Families policy on reserves

We are currently finalising our Reserves Policy. We have no overheads and all the work we do is funding 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 Lottery Funding.

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

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. In the last two months we have launched "Become a Friend" which we hope will help bring in some income to help support the work we do.

During the last year we have received funding from:

Grants:

Community Lottery Fund

Norfolk Community Foundation: Handlesbanken

Radio Norwich

Mrs Smith & Mount Trust

Groundworks UK – Tesco

Hedley Foundation

Donations:

Waitrose Token Scheme

Tesco Drayton Book sales

Emma Corlett

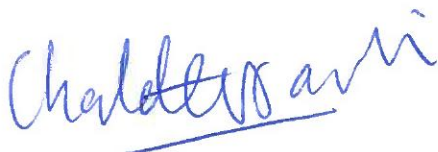
Easy Fundraising and Amazon Smile

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, appearing to read 'Charlotte Parish', with a horizontal line drawn underneath the name.

Full Name: Charlotte Parish

Position: Chair of Trustees

Date: 26th April 2019

**CHARITY COMMISSION
FOR ENGLAND AND WALES****Independent examiner's
report on the accounts**

Section 1			
Report to the trustees/ members of		Charity Name SENsational Families	
On accounts for the year ended	31st March 2019	Charity no (if any)	1173051
Set out on pages		(remember to include the page numbers of additional sheets)	
Responsibilities and basis of report	<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.</p> <p>As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").</p> <p>I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.</p>		
Independent examiner's statement	<p>I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:</p> <ul style="list-style-type: none">• accounting records were not kept in accordance with section 130 of the Act or• the accounts do not accord with the accounting records <p>I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p> <p><i>* Please delete the words in the brackets if they do not apply.</i></p>		
Signed:		Date:	26/04/2018
Name:	Mark Archer		
Relevant professional qualification(s) or body (if any):	AAT		
Address:	26 Crown Meadow, Reepham		
	Norwich		
	NR10 4SP		
Section 2			
		Only complete if the examiner needs to highlight 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.			

Only complete if the examiner needs to highlight 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.

SENsational Families
Income Expenditure Account
For The Year Ending 31st March 2019

		2018/19
<u>Income</u>		
Membership	£	236.00
Grants	£	41,469.50
Training Sessions	£	2,941.92
Fundraising	£	315.40
Donations	£	731.43
Family Activities	£	
Sensory Library	£	
Book Library	£	-
Interest	£	1.81
Other	£	421.87
		46,117.93

<u>Expenditure</u>		
Membership Costs	£	633.60
Wages	£	4,458.88
Staff Travels	£	117.00
Room Hire - GROUP	£	1,040.00
Room Hire - TRAINING	£	700.50
Room Hire - MEETINGS	£	30.00
Group - food etc	£	317.04
Training - Food etc	£	207.76
Meetings - Food etc	£	137.54
Training	£	4,255.16
Volunteer Expense - GROUP	£	668.79
Volunteer Expense - TRAINING	£	188.42
Family Activities	£	-
Office - paper etc	£	251.01
Postage	£	-
Phones	£	237.60
Office Equipment	£	4,025.70
Fundraising	£	50.00
Marketing - GROUP	£	-
Marketing - TRAINING	£	-
Marketing - SEN FAM	£	347.42
Fundraising	£	24.00
Memberships / subscriptions	£	506.18
insurance	£	-
Sensory Library	£	75.47
Book Library	£	24.01
Other	£	244.42

£ 18,540.50

Surplus/(Loss) for the Year **£ 27,577.43**

SENsational Families
Balance Sheet
As at 31st March 2019

	<u>2019</u>
<u>Current Assets</u>	
Current Account	26,897.11
Deposit Account	6,501.81
Petty Cash	13.40
	<hr/> <u>£33,412.32</u>
<u>Accumulated Funds</u>	
Balance Brought Forward	5834.89
Surplus/(Deficit) for the Year	27577.43
	<hr/> <u>£33,412.32</u>

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


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Mark Archer (MAAT)

Dated... 26/4/2019...