



Trustees' Annual Report for the period

		Period start date		Period end date	
	01	09	2017	31	08 2018
From				To	

Section A Reference and administration details

Charity name Nicolaus Copernicus Polish Saturday School in Birmingham

Other names charity is known by PSS

Registered charity number (if any) 1158308

Charity's principal address 40 Orwell Drive

Postcode B38 8HZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mila Chlopik	Chair		General Meeting
2	Adam Sliski	Trustee		General Meeting
3	Joanna Bartosik	Treasurer		General Meeting
4	Edyta Kilimar-Knap	Trustee		General Meeting
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
MAAT Accountant	Kate Brunsden	52 Milner Road, Selly Park, Birmingham, B29 7RQ

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Trustees appointed and reappointed annually by General Meeting of Members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the CIO is acting for the benefit of children with Polish background and their families living in Birmingham and its neighbourhood providing educational courses in their mother tongue as well as maintain and upholding Polish culture, traditions and Catholic values.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The academic year 2017-2018 has provided us with lots of opportunities to prepare all our pupils for undertaking exams: GCSE Polish and A-level Polish. Our students achieved high grades in those tests, which we believe improved their self-esteem and increased their academic and career opportunities. They often came back to our school as volunteers to help our younger pupils with their journey through the academic year.

Our school was partaking in many fundraising activities organised by the local mainstream schools to support their efforts and increase teaching and learning standards

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

We have continued to provide our community with opportunity to learn in all age groups from Early Years to A-level.

Our after-school activities, such as drama, art, music and speech and language exercises have been very popular. This year we could also see great benefits of the sessions, as the children, who took part in them over last year became more confident, open to other children and staff, their communication skills vastly increased as well as their academic achievements.

We have been consulting our students' abilities with their mainstream schools to ensure that we can provide the best help in preparation for their GCSEs and A-levels. Our school has also been the first choice for those secondary schools, who are entering their students for GCSE Polish exams and would not be able provide a Polish examiner for the speaking component. Our students achieved brilliant results in their final exams and those results are included in their mainstream schools published results.

Being a part of the Polish Education Society in England, we are providing opportunities for our students to take part in various events.

During the academic year 2017-18 we provided opportunity for children who are not our students, to attend classes preparing them for sacrament of the First Holy Communion in Polish language. The classes were conducted by Polish Parish Priest from St. Michael Church in Birmingham.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our aim is to hold a reserve of no less than £15000 to cover any unforeseen expenses, that may occur during academic year.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our organisation is mainly funded by school fees paid by parents and guardians of the children attending classes at PSS.

This year we received from Polish government organisation £3,603,60 to cover some of our school's expenses.

The majority of our income is spent on teachers and volunteers' expenses, rent and teaching resources.

Section F

Other optional information

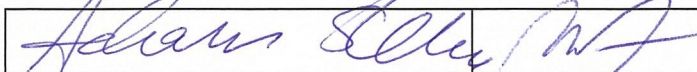
Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Adam Sliski

Joanna Bartosik

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

10.06.2019

Financial Report for academic year 2017/2018

Bank Accounts

Opening Balance 01/09/2017	£24,896.88
Closing Balance 31/08/2018	£24,930.31
Cafe - opening balance 01/09/2017	£5,967.06
Cafe - closing balance 31/08/2018	£6,567.06

Income for the year

School fees - cash and online	£50,187.00
Event Fundraising and donations	£0.00
SWP Funds from Poland	£3,603.60
total	£53,790.60

Expenditure

Books, teaching resources, awards, stationery	£10,721.20
Computer & other equipment	£1,926.02
Polish School Society Membership	£370.00
Insurance	£448.00
Premises rent	£9,840.00
Teachers' expenses	£24,217.00
Teachers' bonus funded by SWP	£720.00
End of year parties/Xmas parties	£1,594.02
Exam entrance fees	£646.80
Travel expenses (incl. minibus)	£110.00
Teacher Training	£0.00
Fundraising & event expenses	£608.84
Accountancy & Returns	£50.00
School website	£31.15
Teacher gifts	857
DBS x 6	60
Children in need donations & Funeral expenses	£884.00
Christmas Presents	£2,220.00
total	£55,304.03

Café profit for the year £600.00

School profit/(loss) for the year -£1,513.43

Accounts audited by Kate Brunsden MAAT
Accountant
30-Nov-18

	Bank	Cash	Total
books, teaching resources, awards, stationery	10412.38	308.82	10721.2
Computer & other equipment	889.17	1036.85	1926.02
Christmas Presents	2220		2220
Fundraising & Event expenses	470.38	138.46	608.84
School website	31.15		31.15
Polish School Society Membership	370		370
insurance	448		448
premises rent	9840		9840
DBS x 6	60		60
Exam entrance fees	278.95	367.85	646.8
End of year parties/Xmas parties	842.94	751.08	1594.02
Accountancy & Returns	50		50
Teacher Training	0		0
teachers' expenses	24187	30	24217
teachers bonus funded by SWP	720		720
Teachers Gifts		857	857
Children in Need donation & Funeral expenses	712	172	884
Travel expenses (inc. minibus)	55	55	110
	51586.97	3717.06	55304.03

	Cheques In	Bacs In/Out	Cash Fees	SWP
Sep			2075	
Oct			1035	
Nov			965	
Dec			837	3603.6
Jan			1605	
Feb			1830	
Mar			730	
Apr			555	
May			515	
Jun			4650	
Jul			1665	
Aug	345.00	33380		
	345	33380	16462	3603.6
Cash fees	16462			
Less: Cash expenses	3717.06			
Less: Café expenses	504.94			
	12,240.00			
Cash banked	12240			
Difference added to books, etc £222.88	0.00			