



Kensington Prep School Parents Association

Annual Report year ended 31 July 2020

Aim and purposes

The purpose of Kensington Preparatory School Parents Association ("KPA") is to work with Kensington Preparatory School to advance the education of the school and to promote co-operation and good relations between the parents, staff and others associated with the school. A further objective of the KPA is to strengthen the links between the school and the local community.

Objectives and activities

The KPA is committed to raising funds in support of education efforts at Kensington Prep School through purchases of supplementary equipment and other means as determined by the KPA Committee.

The KPA assists in the provision of voluntary help to the school for activities such as reading supervision and promotes social cohesion within the school community through activities such as coffee mornings.

The KPA also supports outside charities which have a focus on education or children's services as selected by the Committee in association with the school.

In planning these activities, the KPA has regard to the Charity Commission's guidance on public benefit, trying to provide assistance within the school community and also the wider community.

Achievements and performance

The KPA is a thriving and enthusiastic association which organises social events for parents and other school activities and helps to raise funds to provide additional items and facilities.

During the year 2019/20 the activities of the KPA were significantly impacted from March 2020 by the impact of the global pandemic. Prior to this the KPA arranged successful fundraising activities including the Christmas Fair and Quiz night which brought together the parent, teacher and pupil bodies. The KPA also organised two successful second hand uniform sales which both provided a service for the parents and acted as a source of income for the KPA. Separately the KPA continued offering branded school merchandise through stalls at the fairs and at the second hand uniform sales which proved very popular. The Summer Fair and final second hand uniform sale had to be cancelled due to the global pandemic.

During the summer term, a number of Year 6 girls arranged a very successful fundraising, Run289, to support those in the local community who are experiencing food insecurity and to help where we can with the digital divide. This raised £14,857 after JustGiving fees which will be distributed directly to families in need and their schools, liaising with the local school network of Head Teachers.



Financial Review

Total receipts from all activities were £32,937 with net fundraising of £28,418 after taking into account payments in connection with the fundraising. Of this, £14,857 was raised through the Run289.

Leavers gifts for the Year 6 girls and payments for staff gifts and other activities totalled £2,577. As at 31 July 2020 no donations had been made to local charities given the interruption to fundraising caused by the Covid pandemic. Instead the funds raised by the Run289 initiative will be distributed through the local network of Head Teachers to address the food insecurity and to help with the digital divide during the financial year ended 31 July 2021.

The net result for the year was net income of £25,418. Adding bank and deposit balances brought forward together with un-presented cheques / payments, the net assets of the KPA at 31 July 2020 were £56,797.

Reserves policy

The KPA holds its reserves in bank accounts to be disbursed once suitable projects or charities have been identified.

The KPA has undertaken to provide financial support for the planned redevelopment of the outdoor learning space at the school. This project has not yet started and the funds raised thus far are included within the cash held on the balance sheet. The funds raised by the Run 289 Initiative were also included within the cash held on the balance sheet at 31 July 2020.

Volunteers

The KPA benefits from a strong volunteer base within the parent body. We would like to thank all the volunteers who work so hard to enhance the educational and social environment within the school and also to support the local community.

Structure, governance and management

The method of appointment of the KPA Committee is set out in the Constitution. The KPA Committee consists of the Head of Kensington Prep School, the officers (Chairman, Treasurer, Communications Officer and any other officers the President and Chairman appoint) and representatives from each class within the school. The officers are appointed at the Annual General Meeting from the parents and guardian members of the KPA.

Membership of the KPA is open to all parents and guardians of pupils at the school.

The Committee of the KPA are responsible for making decisions on how the funds of the KPA are to be spent in line with the stated objectives of the KPA. During the year to 31 July 2020 the officers of the KPA were as follows:

Committee Officers:

Tine Farstad	Chairman	Appointed by Committee
Caroline Hough	Treasurer	Appointed by Committee
Sarah Pullen	Communications Officer	Appointed by Committee



The officers for the year to 31 July 2021 are as follows:

Sarah Cameron	Chairman	Appointed by Committee
Hulya Manton	Treasurer	Appointed by Committee
Sara Yates	Communications Officer	Appointed by Committee

Administrative information

The KPA supports the education of the pupils at Kensington Prep School which is located in Fulham. The correspondence address is 596 Fulham Road, London, SW6 5PA.

The KPA is a Registered Charity in England and Wales with registered charity number 1037150.

Declarations

The KPA Committee Officers have approved the Annual Report above and the KPA Committee has approved the Annual Financial Statements which have also been subject to independent review.

Signed on behalf of the KPA Committee

A handwritten signature in black ink, appearing to read 'C. Hough', written over a light blue horizontal line.

Caroline Hough

Treasurer

17 November 2020

INDEPENDENT EXAMINER'S REPORT
BALANCE SHEET
INCOME AND EXPENDITURE ACCOUNT
2019/20

REGISTERED CHARITY

Number **1037150**

Independent examiner's report to the trustees of the Kensington Preparatory School Parents Association

I report on the accounts of the Trust for the year ended 31 July 2020, which are set out on pages 3 to 4.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **MRS. KOLI LODHA**
Relevant professional qualification or body:
Address: **35 FABIAN ROAD ICAT**
Date: **SW6 7TY**

11th NOVEMBER 2020

**KENSINGTON PREPARATORY SCHOOL PARENTS ASSOCIATION
BALANCE SHEET
AS AT 31 JULY 2020**

	<u>31 July 2020</u>	<u>31 July 2019</u>
	£	£
Current Assets		
Cash at bank	43,105.37	43,417.22
Proceeds of Run289	14,857.50	
Less unrepresented cheques	(1,165.98)	(12,038.74)
Net Assets	<u>56,796.89</u>	<u>31,378.48</u>
Represented by:		
Cash Fund Last year	31,378.48	8,877.00
Net Receipts/(Payments) in year	25,418.41	22,501.48
Surplus carried forward	<u>56,796.89</u>	<u>31,378.48</u>

**KENSINGTON PREPARATORY SCHOOL PARENTS ASSOCIATION
PAYMENTS AND RECEIPTS ACCOUNT
YEAR ENDED 31 JULY 2020**

	<u>31 July 2020</u>	<u>31 July 2019</u>
	£	£
Receipts		
Uniform Sales	3,904.52	7,817.80
Christmas Fair	6,814.74	7,231.80
Summer Carnival	0.00	11,014.89
Quiz Night	2,657.00	3,680.00
KPA Merchandise	1,165.07	1,398.72
Sponsorship	2,500.00	5,000.00
Donations	1,001.00	1,568.88
Run287	14,857.50	-
Miscellaneous Income	25.00	49.38
Bank Interest Received	12.18	-
Total Receipts	32,937.01	37,761.47
Uniform Sales	0.00	-
Christmas Fair and Lunch	1,894.88	1,494.24
Summer Carnival	0.00	1,450.41
Quiz Night	1,817.20	1,733.06
KPA Merchandise	1,083.72	614.88
Operating Costs	145.40	358.98
Payments in connection with Fundraising	4,941.20	5,651.57
Net Fundraising	27,995.81	32,109.90
Donations		
Charity donations		
Chelsea Children's Hospital		2,500.00
Doorstep Library		2,500.00
Play Association		2,500.00
	0.00	7,500.00
School Projects		
Library book plates		1,080.00
	0.00	1,080.00
Staff gifts/donations	1,850.00	416.76
Leavers Books	727.40	611.66
	2,577.40	1,028.42
	2,577.40	9,608.42
Net Income	25,418.41	22,501.48