**The Emanuel Parents' Association**

# The EPA TRUSTEES' ANNUAL REPORT FOR PERIOD 1 JANUARY TO 31 DECEMBER 2025

## 1. Reference and administrative details

**Charity name:** The Emanuel Parents' Association ("The EPA")
**Charity number:** 1152873
**Address:** Emanuel School, Battersea Rise, London SW11 1HS
**Legal status:** Charitable Incorporated Organisation (CIO), registered 15 July 2013 and governed by a CIO Constitution

## 2. Structure, governance and management

The EPA is constituted as a Charitable Incorporated Organisation (association model).

The charity is governed by its Constitution and is managed by Trustees, all of whom are parents of pupils at Emanuel School. Trustees are nominated and elected by the members at the Annual General Meeting in accordance with the Constitution.

The Trustees set priorities, oversee finances and ensure activities are delivered in line with the charity's aims. All activities are delivered by volunteer Trustees and parent volunteers, working closely with the school.

The Trustees during 2025 are summarised below, including those who retired during the year.

**Trustees in 2025 and active at date of approval of The EPA Annual Report:**

| | |
|---|---|
| Nicola Barnes (Chair) | Appointed at AGM in May 2022 |
| Natasha McArthur (Vice Chair) | Appointed at AGM in May 2024 |
| Laini Vickers (New Parents and Onboarding Trustee) | Appointed at AGM in May 2024 |
| Angela Wunderlin (Marketing and Communications Trustee) | Appointed at AGM in May 2024 |
| Caroline Teisserenc (Secretary) | Appointed at AGM in May 2025 |
| Katharine Blyth (Treasurer) | Appointed at AGM in May 2025 |
| Thomas Gygax (Technology Trustee) | Appointed at AGM in May 2025 |
| Sobya Hayat-Khan (Reps and Volunteers Trustee) | Appointed at AGM in May 2025 |
| Michal Tadmor-Hatte (Events Trustee) | Appointed at AGM in May 2025 |
| Carra Kane (Events Trustee) | Appointed at AGM in May 2025 |
| Maria Micheli (Events Trustee) | Appointed at AGM in May 2025 |

Greta Rosin-Henrion (Initiatives and Development Trustee) Appointed at AGM in May 2025

**Trustees retiring in July 2025:**
Amita Arya (Secretary)
Tamatha Hubble (Events Trustee)
Angela Yang (Treasurer)

## 3. Objectives and activities

### A. Objects

The objects of the EPA are to advance education for the public benefit, including the pupils of Emanuel School in Battersea ("the School") in particular, by:

a. developing supportive relationships between staff, parents and others associated with the School; and
b. engaging in activities or providing facilities or equipment which support the School and advance the education of the pupils attending it.

### B. Public benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit when planning and carrying out its activities during 2025. The EPA strengthens the wider school community by bringing parents, staff and students together at social events; supporting wellbeing and sustainability initiatives; and funding resources and projects that enrich pupils' experiences which are also extended to the partner schools. The EPA helps maintain positive communication and connections between parents and the school.

## 4. 2025 activities and achievements

### A. Governance and ways of working

#### a) Constitutional amendments

During 2025, the Trustees undertook a review of the charity's status, supported by external legal advisers. As a result, the Trustees agreed that the EPA should continue to operate as a Parents' Association, subject to these amendments to its Constitution:

- Increasing the maximum number of trustees from seven to thirteen;
- Clarifying quorum and decision-making requirements;
- Introducing a maximum total Trustee service period of five years;
- Introducing a maximum of three consecutive years in the same role;

These amendments were approved at a general meeting in March 2025.

As a result, additional Trustees were nominated and elected by members at the EPA Annual General Meeting in May 2025. New Trustees had an induction meeting and received handover documentation as part of their onboarding including the Constitution, the 2024 Trustees' Annual report and the 2024 accounts.

b) **Trustee role descriptions** – During the year, the Trustees started to create Trustee role descriptions for existing roles, helping everyone understand their responsibilities and supporting recruitment and continuity for new Trustees.

c) **Trustee meetings** – The EPA conducted three Trustee meetings during the year.

d) **ACE school values –** The EPA began reviewing how the EPA activities align with the school's ACE values, highlighting the strong connection between the EPA and the school.

e) **First Aid training** – Seven Trustees and a regular volunteer completed first aid training certification in line with the school's health and safety requirement for EPA events held on school's premises.

**B. Educational and new building Support**

a) **School department funding** – In 2025, the EPA donated £25,020 to Emanuel School departments following a formal bid process. Funding supported equipment for the Music, Computing, Film, Drama and English departments.
**Update October 2026:** the breakdown per department was as follows: Music: £5,000; Computing: £8,000; Film: £3,695; Drama: £6,400 and English: £1,925.

b) **Community Partnership & Outreach support** – Raffle proceeds from the Quiz night were donated to support Outreach initiatives, including the Ascent programme, benefiting pupils from Emanuel and partner schools.
**Update October 2026:** £1,690 to support the Ascent programme.

c) **New building and school community recognition** – During the year, the EPA coordinated a collection to mark the departure of the outgoing Headmaster. This included a commemorative contribution to the school's STEM and refectory building project from the parent community.

d) **School departments updates** – During the year, the EPA invited members of school staff to attend general meetings to present updates on new school initiatives and opportunities for the parent community.

**C. School community events**

In 2025, the EPA organised a range of old and new events and activities bringing the school community together.

a) **Dacre Day** – The school's flagship community event organised in partnership with Emanuel School, bringing together families, pupils and parent volunteers for a day of activities, stalls and entertainment.

b) **Quiz Night** – A quiz night bringing parents and teachers together for an enjoyable and friendly competition, encouraging connection across the school community.

c) **Murder Mystery** – A new welcome event held in October 2025 for Year 6 and Year 7 parents, designed to support early connection within form groups.

d) **Festive Evening** – A whole school parents' festive evening was held at the Royal Victoria Patriotic Building, providing an opportunity for cross year social connection and celebrating the site's historic links to Emanuel School.

e) **Emanuel Sparkles** – The EPA financially contributed to the installation of Christmas lights at the school and attended the Lower School lighting ceremony 'Sparkles'.

**D. Parent engagement and representation**

a) **Class Representatives** – The EPA continued to support its network of over 90 Class Representatives and more than 10 Year Representatives encouraging them to organise parent coffee mornings and year-group social events.

b) **Reps and Volunteers meeting / EPA Connect meeting** – The EPA held three general meetings open to all members in the calendar year 2025. The meeting was renamed *EPA Connect* in September 2025 to broaden its audience. These meetings provide an opportunity for all parents including Reps and volunteers to learn more about the work of the EPA, hear about upcoming plans and events, and receive updates from school staff.

c) **School engagement with Year Representatives** – The EPA reviewed how parent feedback is collected ahead of meetings with the Headmaster and Year Representatives, moving to a Microsoft Forms based submission process, with the school implementing changes in response to feedback raised (e.g. advance communication regarding school trips, notification of late returns from sports fixtures or opportunities to meet form tutors at pastoral evenings for examples)

d) **Teacher collection**– Following a successful trial of a schoolwide teacher collection in the Lower School in 2024, the initiative was extended to the Middle School. Class Representatives were also consulted in Q4 2025 on the future frequency of teacher collections.

e) **Reps social event** – For the first time, Year and Class representatives came together for an informal networking coffee morning in October 2025 to connect, meet the EPA Trustees, and share best practice which was well attended.

**E. Communications and new parent onboarding**

a) **Parent communications** – The EPA Chair continued to create and maintain WhatsApp Communities to support communication and connection across all year

groups with the support of the new Trustee for Technology appointed at the AGM in 2025.

b) **Digital communications** – The EPA continued to use Eventbrite and Mailchimp email communications to support school messaging and promote parental involvement in school and EPA events. The EPA also trialled using Tickettailor as an alternative to Eventbrite for ticketing.

c) **New parent onboarding** – The EPA continued to develop and improve the onboarding process for new parents, including an early EPA sign-up via a detailed Microsoft Form accessed through QR codes promoted at induction events. This ensured new parents could connect with others in their form classes ahead of the start of term.

d) **Welcome events and pastoral evenings** – EPA Trustees also presented at school welcome events and pastoral evenings, with a focus on supporting new families joining the school community.

**F. Pastoral support**

a) **Pastoral seminars** – The EPA continued to co-fund pastoral seminars for parents, organised by the school.

**G. Sustainability initiatives**

a) **Second-hand school uniform and revision books sales** – The EPA organised three well-attended events for the sale of second-hand school uniform and revision books.

b) **Find Your Kit Friday** – The EPA ran a termly 'Find Your Kit Friday' to enable better access to lost property for parents and pupils. It was, however, discontinued from September 2025 when the school implemented and improved the process whereby pupils and parents are emailed when their named item has been found.

## 5. Financial review

### A. Financial position

The EPA's income comes primarily from parent subscriptions, with additional income from events and second-hand uniform sales. The Trustees review income and expenditure and ensure funds are used to align with the charity's objects.

During the year ended 31 December 2025:

- Total income was £77,227
- Total expenditure was £75,612

**Update October 2026:** The income and expenditure figures above have been updated to agree with the final accounts following completion of the independent examination. No other changes have been made to the Trustees' Annual Report as presented at the AGM.

The EPA does not hold investments and funds are kept in deposit accounts.

### B. Reserves Policy

The Trustees aim to maintain sufficient unrestricted reserves to meet agreed funding commitments, cover core operating costs and manage cash flow.

Given the scale and volunteer led nature of the EPA, the Trustees consider a prudent level of free reserves to be broadly equivalent to one year of planned funding commitments and core operating expenditure. Reserves are reviewed annually as part of the budgeting process. At 31 December 2025, total reserves were £30,000, which the Trustees consider appropriate considering the charity's activities and anticipated commitments.

Based on the EPA's finances, the trustees are confident the EPA will be able to continue its work and meet its commitments over the coming year.

## 6. Plans for future periods

For the period 1st January 2026 – 31st December 2026, with the cooperation and support of the school and the EPA members, the Trustees intend to:

- Present for election a Chair, two Vice Chairs, and a New Parents and Onboarding Trustee at the AGM in May 2026. They will each have a clear role definition and a structured transition process
- Consolidate governance improvements introduced in 2025
- Continue to support pupils, parents, and partner schools through targeted fundings
- Maintain strong volunteer engagement across the school community
- Deliver community events in furtherance of the charity's objectives
- Continue close collaboration with the Senior Leadership Team and Emanuel School staff.

## 7. Risk Management

The principal risks facing the EPA are reliance on parent volunteers, effective trustee succession and continuity, safeguarding the reputation of the EPA within the parent community and the school, and maintaining strong relationships with the school. Additional risks arise from the practical delivery of community events, alongside governance and compliance requirements. The Trustees keep these risks under review and consider them proportionate to the size, activities and volunteer led nature of the EPA.

## 8. Accounts

The Trustees have prepared the accounts for the year ended 31 December 2025. Please see attached appendix C for the 2025 Accounts.

As the charity's gross income exceeded £25,000 during the year, the accounts will be subject to an independent examination in accordance with Charity Commission requirements. The independent examiner's report will be filed with the Charity Commission together with the approved accounts and this Trustees' Annual Report by 31 October 2026.

## 9. Trustee approval and sign-off

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

Signed on behalf of The EPA's trustees:
Nicola Barnes (Chair)
April 2026

**October 2026 update**: The income and expenditure figures in the report were updated to agree with the final accounts following completion of the independent examination. No other substantive changes were made to the Trustees' Annual Report.

The Trustees approved the updated version of the Trustees' Annual Report in October 2026.

Approved and signed for filing on behalf of the EPA's trustees:
Emma Sykes (Chair)
October 2026

CHARITY COMMISSION FOR ENGLAND AND WALES

| Emanuel School Parents Association | No (if any) |
|---|---|

# Receipts and payments accounts

**CC16a**

| For the period from | 1/1/2025 | To | 12/31/2025 |
|---|---|---|---|

## Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|---|---|---|---|---|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| **A1 Receipts** | | | | | |
| Parents subscriptions | - | - | - | 16,695 | 16,805 |
| Disco | - | - | - | | - |
| Quiz Night | - | - | - | 6,480 | 6,231 |
| Uniform Sales | - | - | - | 36,807 | 32,974 |
| Dacre Day | - | - | - | 4,903 | 5,145 |
| Bingo Mingle | - | - | - | | 1,428 |
| Christmas 25 event | | | | 8,180 | |
| Murder Mystery event | | | | 3,667 | |
| Christmas 24 event | | | | 472 | |
| Donations | | | | 23 | |
| ***Sub total*** *(Gross income for AR)* | - | - | - | 77,227 | 62,583 |
| **A2 Asset and investment sales, (see table).** | | | | | |
| | - | - | - | - | |
| | - | - | - | - | - |
| ***Sub total*** | - | - | - | - | - |
| ***Total receipts*** | - | - | - | 77,227 | 62,583 |
| **A3 Payments** | | | | | |
| Uniforms sold | - | - | - | 14,868 | 14,136 |
| Dacre Day costs | - | - | - | 14,122 | 11,494 |
| Quiz night costs | | | | 958 | 3,567 |
| Bingo Mingle costs | | | | 1,648 | 3,893 |
| Jingle Mingle costs | | | | | 8,435 |
| Murder Mystery costs | | | | 5,314 | |
| Christmas 25 event costs | | | | 6,903 | |
| Christmas event 2024 costs | | | | 1,347 | 1,070 |
| Equipment & Entertainment | - | - | - | | 5,653 |
| Education Seminar Speaker's Fees | - | - | - | | 1,022 |
| Wellbeing Hub contribution | | | | | |
| Parent meeting costs | | | | 641 | |
| Gifts to volunteers | | | | 172 | |
| Other direct expediture | - | - | - | | 60 |
| Finance costs | | | | | |
| Econ - internet costs | - | - | - | 795 | |
| Subscriptions paid | | | | 396 | 373 |
| Other admin | | | | 1,738 | |
| Donations to CRY | | | | | 6,000 |
| Donations to DEC for Ukraine | | | | | 1,000 |
| Donations to Emanuel and Partnership Schools | - | - | - | 26,710 | 9,042 |
| ***Sub total*** | - | - | - | 75,612 | 65,745 |
| **A4 Asset and investment purchases, (see table)** | | | | | |
| | - | - | - | - | |
| | - | - | - | - | |
| ***Sub total*** | - | - | - | - | - |
| ***Total payments*** | - | - | - | 75,612 | 65,745 |
| ***Net of receipts/(payments)*** | - | - | - | 1,615 | 3,162 |
| **A5 Transfers between funds** | - | - | - | - | - |
| **A6 Cash funds last year end** | - | - | - | 73,537 | 76,699 |
| ***Cash funds this year end*** | - | - | - | 75,152 | 73,537 |

## Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|---|---|---|
| **B1 Cash funds** | Bank account | 70,736 | - | - |
| | Paypal Balance | 4,416 | - | - |
| | | | - | - |
| | ***Total cash funds*** | 75,152 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|---|---|---|
| **B2 Other monetary assets** | | | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---|---|---|---|
| **B3 Investment assets** | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---|---|---|---|
| **B4 Assets retained for the charity's own use** | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---|---|---|---|---|
| **B5 Liabilities** | | | | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval |
|---|---|---|---|
| | | Katharine Blyth | 9/17/2026 |
| | | | |

# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

| | | | |
|---|---|---|---|
| **Report to the trustees/ members of** | Charity Name<br>THE EMANUEL PARENTS ASSOCIATION | | |
| **On accounts for the year ended** | 31 DECEMBER 2025 | **Charity no (if any)** | 1152873 |
| **Set out on pages** | (remember to include the page numbers of additional sheets) | | |

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2025**.

**Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

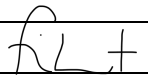
**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* *Please delete the words in the brackets if they do not apply.*

| | | | |
|---|---|---|---|
| **Signed:** |  | **Date:** | 6 OCT 2026 |
| **Name:** | FIONA WILMOT | | |
| **Relevant professional qualification(s) or body (if any):** | FCA ICAEW | | |
| **Address:** | 60 ARCHEL ROAD | | |

| |
|---|
| LONDON W14 9QP |
| |

| Section B | Disclosure |
|---|---|
| | Only complete if the examiner needs to highlight material 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**. | |