



Trustees' annual report (including Directors' report) for the period

From: 1 April 2017 **To:** 31 March 2018

Charity name: Parent Promoters' Foundation

Charity registration number: 1121956

Company number: 05453304

Objectives and activities

| Item | SORP reference | |
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| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | The purpose of the Parent Promoters' Foundation (PPF) is the advancement of education for the public benefit by supporting schools operated through the Great North Wood Education Trust (GNWET), including by encouraging greater family involvement in the education of the pupils, holding land and providing or assisting in the provision of facilities for the schools. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>Activities</p> <p>The procedure for attracting new members and recording & protection of data was amended to comply with the General Data Protection Regulation(GDPR)</p> <p>The Parent Promoters Foundation has continued to work hard within the structures of the Great North Wood Education Trust. As a corporate Member, the PPF maintains an oversight role of trustees & ensures the Trust is at all times working towards its objectives. The Parent Promoters Foundation appoints one Trustee to GNWET. This Trustee has worked alongside other Board members to establish policy and procedures, to manage risk, to ensure the interests and concerns of families are addressed. They have focused upon creating happy, exciting, and innovative places of learning that promote high academic and vocational attainment and achievement through the fostering of a friendly, cooperative spirit in which all individuals value each other and are helped to achieve their potential.</p> <p>Five PPF directors continued to serve on the Governing Body of one of the schools within the GNWET (The Elmgreen School), and they work to ensure that the founding ethos is upheld. They do this by overseeing the strategic direction of the school, holding the school's management to account and establishing policies and procedures and assisting with recruitment of school personnel and panel hearings.</p> <p>The Parent Promoters Foundation is enormously grateful to The Elmgreen School Headteacher and staff and for their constant work, care and commitment to the School's pupils. We continue to build upon the strengths of our relationship with GNWET, and in particular The Elmgreen School in the pursuit of our shared goals.</p> <p>Engaging Elmgreen families and family involvement</p> |

Open sessions for the families of prospective y7 and sixth-form students were held by the school in the autumn. Members and directors of the Parent Promoters Foundation assisted with mounting displays and staffing at the sessions and discussing with interested potential families the PPF's role as the Foundation of the school.

The PPF supported the school at its New Intake evenings when the families of children, due to start in year 7 at the school, met with senior staff and personal tutors. Members and directors of the PPF also assisted with the Welcome Evening for new families held at the school in June, greeting them and establishing links and answering questions

At the end of the Summer, the Parent Promoters Foundation supported the school to host a family BBQ to welcome new children and parents to the Elmgreen community, and to enable these families to meet each other.

The PPF continued to maintain its website and produce regular news updates and other communications, supplying guidance on education and opportunities available locally for parents and carers. The AGM gave non-Elmgreen members the opportunity to network with the school's Parents Council and meet other Elmgreen parents.

The PPF assisted in the hosting of the school's Christmas Concert, the International evening and the production of Hair Spray raising donations and ensuring that families can come together socially, to share food and refreshments, and to meet each other.

The PPF established a new initiative – an annual Elmgreen School Fun Run to promote the enjoyment of exercise to families, to encourage the use of our local Brockwell Park, and to engage the wider community. The Fun Run took place in October.

Advancing education

The Foundation Governors and PPF Directors continued to support and co-chair the school's Parents' Council, providing parents with termly updates on the school's progress, educational issues and a chance to feedback ideas and suggestions.

The PPF organised the Skills Bureau for year 10 pupils. Members of the PPF and their wider networks gave up their time to offer students a taste of possible future careers. The event was well received by the students and staff.

Working with local environmental group Lambeth for a Cool Planet and the Herne Hill Free Film Festival, the PPF organised a screening of Demain (Tomorrow). Over 100 people from the local community came to the school to see this acclaimed international documentary that showcased creative solutions to the world's environmental and economic problems.

Through its fundraising (further details below), the PPF has been able to further its objectives by grant-making to The Elmgreen school. A PPF Director presented, at the End-of-Year Assembly, the PPF awards and prize vouchers to the four students who best encapsulated the fourth strand of the Elmgreen Way, "We look after our Community". We gave the School a cheque for £860.40 which contributed towards the purchase of a table tennis table for pupils.

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| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The PPF Directors have had regard to, understand and adhere to the Charity Commission's <i>Public benefit: rules for charities</i> guidance in all aspects of the PPF's activities and spending |
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Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
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| Policy on grant making | Para 1.38 | The PPF occasionally makes grants to The Elmgreen School to enable children's wider engagement in, and enjoyment of, school life; for example we make grants towards the purchasing of musical or sporting equipment. The conditions under which grants are awarded are clearly understood by the school and Directors are informed upon expenditure and are able to visibly witness the use to which the grant has been put. |
| Policy on social investment including program related investment | Para 1.38 | The PPF does not engage in social investment or program related investment |
| Contribution made by volunteers | Para 1.38 | Parents/carers, school staff, and friends of The Elmgreen School (all of whom fall into the category of unpaid general volunteers) provide their time and advice supporting the PPF in its activities |
| Other | | None |

Achievements and performance

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| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries | Para 1.20 | <p>The role of the Parent Promoters Foundation in the development of the Great North Wood Education Trust helped build overwhelming support among Elmgreen families in the transition to these new arrangements (as evidenced for example in the results of consultation). The PPF role assures families that they have an ongoing voice in the governance of the School and the direction it takes.</p> <p>Foundation Governors are present at Parent & Carer Council meetings and this helps ensure that the advice or ideas that families have are heard by those who govern the school and are taken into account. The benefits of these communication channels is evidenced by strong turnout</p> |
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| <p>and any wider benefits to society as a whole.</p> | | <p>at meetings, feedback, and support for the ongoing opportunity Parent Council provides to meet and engage with School staff, PPF Directors, Foundation Governors and others in person.</p> <p>The many opportunities either created by the PPF, or supported by the PPF for families to meet each other and socialise together has been beneficial in encouraging families to feel a part of school life. This is evidenced in feedback, repeat turnout, and a sense of belonging which we believe impacts positively on children's attitude towards the school and their education.</p> <p>Our fundraising has enabled us to make awards to students at the end of year assembly thus recognising and celebrating their achievements. We have also been able to fund equipment the school would otherwise have not been able to purchase, and in this way we have enabled the children to enjoy playing together and developing their sporting interests</p> |
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Additional information (optional)

You may choose to include further statements where relevant about:

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| <p>Achievements against objectives set</p> | <p>Para 1.41</p> | <p>The Parent Promoters Foundation met its objectives for the year and held all planned events including the establishment of a new initiative – The Elmgreen School Fun Run</p> |
| <p>Performance of fundraising activities against objectives set</p> | <p>Para 1.41</p> | <p>The Parent Promoters Foundation was pleased with its fundraising. Expenditure on raising funds was slight – 1,925 against total funds raised of 19,540 (Donations and gifts 14,543 + charitable activities 4,997) which enabled the PPF to deliver its plans.</p> |
| <p>Investment performance against objectives</p> | <p>Para 1.41</p> | <p>The Parent Promoters Foundation has no investments</p> |
| <p>Other</p> | | <p>None</p> |

Financial review

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| <p>Review of the charity's financial position at the end of the period</p> | <p>Para 1.21</p> | <p>Total funds brought forward at the end of the year (31 March 18) are £13,018, of which unrestricted funds are £8,775.</p> |
| <p>Statement explaining the policy for holding reserves stating why they are held</p> | <p>Para 1.22</p> | <p>The Parent Promoters Foundation does not have a policy for holding reserves</p> |
| <p>Amount of reserves held</p> | <p>Para 1.22</p> | <p>0</p> |
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| Reasons for holding zero reserves | Para 1.22 | The charity has not identified any current need to hold reserves |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | There are currently no uncertainties |

Additional information (optional)

You may choose to include further statements where relevant about:

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| The charity's principal sources of funds (including any fundraising) | Para 1.47 | The Parent Promoters Foundation principal source of funds is donations from parents and friends of The Elmgreen School and the wider community. Funds are chiefly raised at events, for example The Elmgreen Fun Run and through donations at School events and shows which the PPF helps to host. Funds are also raised through online giving accounts (Easyfundraising and The Giving Machine) |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | N/A |
| A description of the principal risks facing the charity | Para 1.46 | <p>The Parent Promoters Foundation is a small charity and there are currently no identifiable factors likely to affect our position going forward. The exception to this is a risk to reputation and the risk of failing to comply with our governance & corporate duties as set out in our articles of association.</p> <p>We judge these risks to be well managed. We review our governance documents regularly, checking our understanding. Our chair, company secretary, and vice-chair have all had a great deal of governance training, and we take great care in the recruitment of directors and the careful management of financial transactions and risks of any related transactions.</p> |
| Other | | None |

Structure, governance and management

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| Description of charity's trusts: | | |
| Type of governing document: for example, trust deed , memorandum and articles of association etc. | Para 1.25 | The Parent Promoters Foundation is governed by its Memorandum and Articles of Association |
| How is the charity | | |

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| constituted? for example limited company, unincorporated association, CIO | Para 1.25 | The Parent Promoters Foundation is a charity and is also constituted as a limited company by guarantee |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | There are two methods for selecting Trustees. <ul style="list-style-type: none"> • Directors are appointed by ordinary resolution by members voting at the Annual General Meeting of the Parent Promoters Foundation • Directors can co-opt by simple majority resolution a person who is willing to act to be a Director without calling a general meeting. A Director co-opted by a resolution of the other Directors must retire at the next AGM but can then be appointed by ordinary resolution of members. |

Additional information (optional)

You may choose to include further statements where relevant about:

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| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | New directors are provided with a copy of the PPF's governing documents. There is also an arranged informal/social event combining introductions to current Directors and opportunities to discuss objectives, governance and questions. Directors who are also Foundation Governors are required to attend training offered by Lambeth and this learning is shared with PPF Directors where appropriate. Directors who become Trustees of the GNWET undergo additional training and this is beneficial to strengthening the governance of the Parent Promoters Foundation |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The Parent Promoters Foundation appoints a maximum of 20 Directors who meet every two months. A quorate is always established before Directors take decisions. The Directors may also delegate their powers or functions to a committee of two or more Directors but the terms of any delegation must be recorded in the minute book. The PPF does not have sub-committees. Instead it establishes working groups to take forward aspects of its activities, but any key decisions, in particular financial decisions are referred back to, and taken by, the PPF. |
| Relationship with any related parties | Para 1.51 | None |
| Other | | None |

Reference and administrative details

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| Charity name | Parent Promoters Foundation |
| Other name the charity uses | N/A |
| Registered charity number | 1121956 |

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| Charity's principal address | 19 Hawarden Grove, London. SE24 9DQ |
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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 | Pauline Alexander | | | Parents Promoters Foundation |
| 2 | Cathy Ashley | Chair | | Parents Promoters Foundation |
| 3 | Kathryn Chapman | | | Parents Promoters Foundation |
| 4 | Mark Chetwynd | | | Parents Promoters Foundation |
| 5 | Elizabeth Halkon | | | Parents Promoters Foundation |
| 6 | Anita Hall | | Until 4 April 2017 | Parents Promoters Foundation |
| 7 | Hubert Humphrey | | | Parents Promoters Foundation |
| 8 | Gudrun Kunst | | From 24 June 2017 | Parents Promoters Foundation |
| 8 | Abigail Melville | | | Parents Promoters Foundation |
| 9 | Elia Monteiro Ferreira Carvalho | | From 24 June 2017 Until 05 September 2018 | |
| 10 | Benedicte Mourey | | | Parents Promoters Foundation |
| 11 | Elizabeth Myers | | | Parents Promoters Foundation |
| 12 | Edwina Nummey | | | Parents Promoters Foundation |
| 13 | Joan O' Mahony | Vice-Chair | | Parents Promoters Foundation |
| 14 | Alexander Nuttgens | | | Parents Promoters Foundation |
| 15 | Antonio Pizzoferro | | | Parents Promoters Foundation |
| 16 | Catherine Scrase | Company Secretary | | Parents Promoters Foundation |
| 17 | Victoria Wells | | | Parents Promoters Foundation |

Corporate trustees – names of the directors at the date the report was approved

| Director name | |
|--------------------|--|
| Pauline Alexander | |
| Cathy Ashley | |
| Kathryn Chapman | |
| Mark Chetwynd | |
| Elizabeth Halkon | |
| Anita Hall | |
| Hubert Humphrey | |
| Gudrun Kunst | |
| Abigail Melville | |
| Benedicte Mourey | |
| Elizabeth Myers | |
| Edwina Nummey | |
| Joan O' Mahony | |
| Alexander Nuttgens | |
| Antonio Pizzoferro | |
| Catherine Scrase | |
| Victoria Wells | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year |
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Funds held as custodian trustees on behalf of others

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| Description of the assets held in this capacity | N/A |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |

Additional information (optional) N/A

Names and addresses of advisers (optional information)

| Type of adviser | Name | Address |
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Name of chief executive or names of senior staff members (optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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| N/A |
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Other optional information

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| None |
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Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

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| Signature(s) | | |
| Full name(s) | Cathy Ashley | Catherine Scrase |
| Position (for example Secretary, Chair, etc.) | Chair | Company Secretary |
| Date | | |