

Charity registration number: 1193572

**SEND THE RIGHT MESSAGE  
TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

## SEND THE RIGHT MESSAGE

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# Trustees' Annual Report for the period March 2022

## Reference and Administrative Information:

Charity Name: SEND the Right Message

Charity registration number: 1193572

Registered Office:

73 Leigh Cliff Road, Leigh, Essex, SS91DN

**For more information see our website [www.sendtherightmessage.co.uk](http://www.sendtherightmessage.co.uk)**

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\*Special Educational Needs & Disability (0-25)



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## Charitable Objectives

The relief of families affected by Special Educational Needs and Disabilities, in Southend-on-Sea, Essex and the surrounding areas. By the provision of support, campaigning, information, opportunities for respite, social activities and networking.

Providing support services and training for families with special educational needs and/or disabilities in Southend and surrounding areas.

- Online Support Forum
- Resource pages
- Monthly SEND Support Coffee mornings at SAVS Southend
- Events and Webinars
- Website Information
- Grant Support Packages
- Signposting to other relevant organisations
- Disability Benefit Service

## Mission Statement

Reducing isolation for children who have a special educational need or disability, by providing a supportive community network for them and their families. SEND The Right Message (STRM) is a grassroots charity which evolved out of community support networks of like-minded parents.

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## Core Values

### Inclusiveness

Our SEND families with a child or young person are at the heart of what we do.

### Community

We come together to support each other and stay connected.

### Empowerment

We develop a culture of building self-confidence and self-esteem.

### Integrity

We are trustworthy. We are authentic and transparent.

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# Our Vision

**Reducing isolation and improved networks of support for the whole family. Improving access to information and strategies, which may increase understanding and ability to effectively advocate for the needs of children and young people who have special needs and disabilities.**

**Increasing parent carer confidence, empowerment, and the ability to engage with statutory and voluntary service providers, medical professionals, and other families. Greater self-reliance, independence, and ability to ensure that children and young people with Special Needs and Disabilities get the best possible support.**

**Increasing parent carers resilience, mental health, and overall feeling of wellbeing across the family.**



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# Outcomes

**1077** parent carers received support via our Online Parent Support Forum

parent carers received support and information by subscribing to our newsletters **465**

**126** parent carers and professionals attended our PDA webinar

parent carers received hard copies of our neurodiverse information **2,744**

**169** parent carers received targeted support

parent carers attended our support sessions **97**





# Organisational Structure

Most of our management committee all have lived experiences of having SEND children and live in Southend.

Our Trustees have a wide range of experiences that complement the Board along with our Patrons and volunteers who also have SEND families.

## Trustees & Management Committee

### Trustees



**Vicki Lamb**  
Chair of Trustees -  
Specialist Area Governance  
& Risk Management



**Lisa Prince**  
Trustee & Treasurer -  
Specialist Area Finance



**Rachel King**  
Trustee & Secretary -  
Specialist Area Education



**Maggie Cleary**  
Chief Executive Officer



**Claire Harper**  
Benefits Manager

**Volunteers**  
Laurisha Rowe  
Santanna Freeman

We are based within the unitary borough of Southend, Essex. We are committed to empowering all our community stakeholders through the provision of specialist support services for families where a child has a special educational need or disability.

Many of our trustees and volunteers have shared lived experiences to those of our stakeholders and as such, we recognise that being disabled, or caring for someone who is disabled, will often marginalise the very people who need to access help the most. This can be evidenced by simply observing the increase in demand for our services, which has grown exponentially over the last 12 months alone. Consequently, we are keen to expand our offer so that no child is left behind.

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## Current Services

### Online Parent Support Forum

SEND the Right Message has a very active online support forum with over 1,000 local parents / carers and a selection of carefully chosen professionals, including our patrons that help SEND the Right Message provide advice. The online parent forum has a real sense of community, reduces isolation and improves networks of support for the whole family. This online forum improves access to information and strategies, which increases understanding and ability to effectively advocate for the needs of children and young people who have special needs and disabilities. Our online parent forum has increased by 900% in 2 years.

### Monthly Support Groups

We have launched our monthly coffee SEND support sessions based at SAVS Southend in September 2021. Previously hosted at different venues that have been very successful.

The meet up will provide families with SEND children to meet other like-minded parents who can provide non-judgemental advice and emotional support along with our invaluable experienced team at SEND the Right Message.

We have speakers who will come along and talk to SEND the Right Message families about topics we feel will help families. Free tea and coffee, neurodiverse books to borrow and information packs, along with general chat and emotional support, are available.



### Guest speakers to date

**Nicky Butcher** - <https://www.essexautismcounselling.co.uk/>

**Rachel King** - <https://www.rawlearning.co.uk/>

**Friendly Sensory Dragons with their sensory toys**

**Nicola Durrant** - <http://ace-sen.co.uk/>

**Sarah Sivers** - <https://www.southendlearningnetwork.co.uk/educationalpsychology>

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## Current Services

### Resources

SEND the Right Message knows how hard it is to navigate the SEND system nationally and locally, so we have produced some bitesize information sheets.

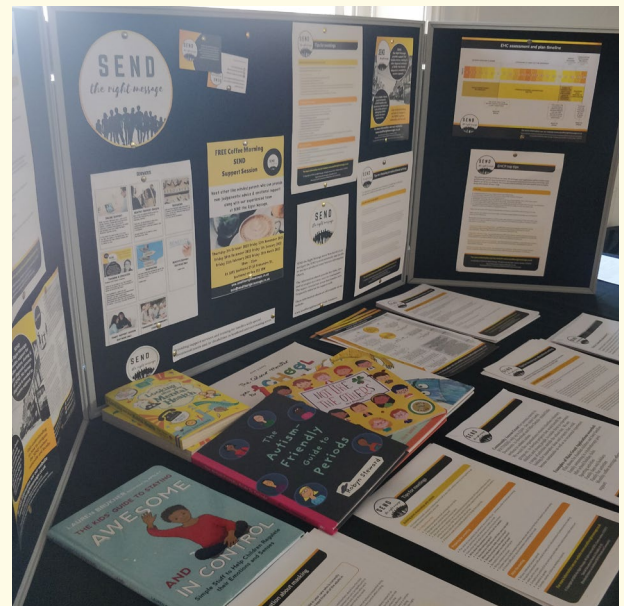
The information sheets provide key links, tips and strategies in a clear, easy-to-read manner.

The topics covered are areas that families have frequently asked us for support with.

We are always working on more subject matter to support our families.

Below is a list of the resources we have supplied so far: -

- SEND Information about masking
- Statutory timescales for EHC Assessment
- SEND Tips for choosing a school
- SEND EHCP top tips
- SEND the Right Message EHCP timeline
- What are “reasonable adjustments”?
- SEND - My One Page Profile
- SEND Tips for moving to secondary school
- SEND Tips for meetings



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# Current Services

## Memberships

- Children & Young People Mental Health Coalition
- Disability Rights UK
- Society for Neurodiversity
- Fundraising Regulator
- SAVS
- NCVO
- NASEN
- Children in Need Family Fund Official Referrers
- Family Holiday Charity Official Referrers
- Fuel Bank Foundation Official Referrers
- Southend Emergency Fund Ambassadors
- Southend Foodbank Referrers



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## Current Services

### Signposting

We know sometimes information online is not easy to find. Our team has put together a list to help. We currently have a downloadable version called Money Matters and Grants available for SEND families. We are developing a pamphlet which will be available when making a bookable appointment with the Benefits Manager and available at our support sessions. We are currently looking at developing our website to be more accessible.

### Benefits Support

This service is for Southend residents only. It is for parent/carers with a Southend postcode and has a child or young person with SEND (0-25). Appointments maybe needed for some areas of assistance e.g. form filling, appeal casework and home visits may be possible. This service offers free, impartial, and confidential advice to families. Where needed, the remit could be extended to incorporate practical help, guidance and support packages for low income SEND families.

This service would be integral to our work supporting families who are at increased risk of experiencing poverty and deprivation.

Areas of Southend have been shown to have some of the highest concentrations of poverty and deprivation in the whole of the country, with a recent newspaper stating that:-

**“A whopping 40 per cent of those in the town live in areas considered to be the most deprived 30 per cent in England, with another eight neighbourhoods living in worse conditions, forming part of the 10 percent most deprived areas in the country.”[2]**

There are numerous research studies which show that disabled children and their families are more likely to experience poverty and deprivation if the caregivers are unable to work. This will be compounded in an area already experiencing economic deprivation, which has been significantly impacted by the pandemic.

The Benefits service will focus on ensuring that struggling families are able to access all the financial support that they are entitled to.

#### Currently available at:

- **Tuesdays 10am- 2pm Hamstel Children and Family Centre, Hamstel Road, Southend SS2 4PQ\***
- **Wednesdays 10am – 2pm Centre Place Family Centre Prospect Close Southend-on-Sea Essex SS1 6XY\***
- **Drop-in sessions available at One Love Soup Kitchen City of Southend.**

\*Bookable by appointment only

2 <https://www.echo-news.co.uk/news/19502219.almost-half-southends-residents-living-deprived-areas-country/>

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## Current Services

### Support, Information and Guidance by our Benefit Manager

1. Benefit Checks, Benefit Enquiries, Support with Benefit Appeals, mandatory reconsideration and tribunals.
2. Obtaining disability benefits (e.g. DLA, PIP Carer's Allowance, Family Fund and other financial support).
3. Support and guidance with completion of various forms relating to benefits.
4. Signposting on a variety of disability related subjects, e.g. equipment, leisure, access, etc.
5. Housing.
6. Check over the forms you have completed.
7. General benefit guidance.
8. Support packages for SEND families that are in crisis or need additional support.

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## Current Services

### Support Call (Southend Only) Pilot Scheme

**We piloted this scheme but due to increase in demand we were unable to continue due to staff restrictions and funding.**

*'Do you need to talk to someone who understands the extra challenges you face and who can point you in the right direction to get the support you need for your family? We offer 1-1 telephone appointments with a family support adviser for parent carers looking for a listening ear, reassurance, and practical and emotional support'*

### Campaigning

**As a charity, STRM supports the social model of disability. We recognise intersectionality, use identity-first language and we understand that a person can feel disabled because of social barriers, unmet needs and inaccessible spaces.**

Our work seeks to support and empower families to know their rights and advocate on behalf of their children. We also work with voluntary sector organisations on a local and national basis. STRM are not a campaigning organisation, but we do see ourselves as a critical friend; working with all professional stakeholders to help raise awareness, provide education and offer challenge when we identify a practice that could be improved.

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## Future Aims and Plans

**Whilst our core objectives remain as set out in our Constitution, our plans for 2022/23 are to expand our support services, whilst being able to manage the increased demand for our services.**

Our service has grown exponentially over the last year, and we have utilised voluntary support to ensure that local families receive access to information, empowering them to make informed decisions about their children's health, well-being and educational choices.

Our work helps families to effectively advocate for children often marginalised because of their special educational need or disability. Parents and carers who feel confident and empowered are better able to engage with statutory and voluntary service providers, medical professionals, social services and other families.

We are a charity which supports the social model of disability – we believe that people are disabled by social barriers, so the best way for the children we support to thrive is for them to achieve greater self-reliance, independence and resilience. Developing these personal strengths will lead to improved mental health outcomes and overall well-being for the children and their families.

The '2020 Special Educational Needs and Disabilities Profile'[1] for Southend showed that the numbers of local pupils who have an identified special educational need has risen over the last five years.

What is particularly significant is that the primary need in Southend for these children is categorised as 'Social, Emotional and Mental Health' with a percentage of **21.4%**, which is significantly higher than the national average of **18.3%**.

A key highlight from the report states that "Southend's SEND pupils have generally, in recent years, made less progress between key stages than similar pupils in similar schools nationally at all ages." Which evidences that the need for our services is greater than ever.

**The demand for our support has now reached the point where we are approaching capacity and requests outstrip ability to supply.**

**"Southend's SEND pupils have generally, in recent years, made less progress between key stages than similar pupils in similar schools nationally at all ages."**

[1] [https://www.euro.who.int/\\_\\_data/assets/pdf\\_file/0005/98438/e81384.pdf](https://www.euro.who.int/__data/assets/pdf_file/0005/98438/e81384.pdf)

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## Chair Report

**As a 'by and for' charity based in the community, SEND The Right Message is uniquely positioned to support families who often feel unheard and unseen by mainstream services.**

The evidence is clear. Supporting a child to thrive by ensuring that they have access to positive childhood experiences will enable them to grow into a confident and self-assured adult. The World Health Organisation publication edited by Wilkinson and Marmot provides us with clear scientific evidence on the social determinants of health inequalities. Unsurprisingly, stress, adverse childhood experiences, social exclusion, poor access to education, inadequate access to social support, amongst many others, all feature prominently as key indicators which determine a child's life trajectory. At SEND The Right Message, we know that many of our families are not receiving the support they need to enable their children to thrive, and we are here to redress that balance.

Many of the families we support struggle to access mainstream support services because they do not feel heard, seen or understood when they try to explain their needs and circumstances. Open-minded engagement between parents and professionals is the key to understanding the unique nature of a child's disability, especially for neurodivergent children, where the family are often the first to identify the potential barriers that their child is facing. Parents often come to us after they have exhausted all of the more obvious avenues of support and are signposted to us when they feel that they have nowhere else to go.

When families finally meet staff and volunteers from STRM, they can be assured that we are already culturally competent and we understand their needs because we will have some of the same shared lived experiences. We know what it is like to raise a child who is struggling, even when no one else is able to see the signs. We know what it's like to feel misunderstood when we ask for help. We want families to be able to access the right support at the point of need, not when they feel as though they are at breaking point.

At STRM, our aims are simple. We want to be in a position where we are visible and easily accessible, because we have a fixed base of operations. In doing so, we will be able to build capacity and increase the likelihood of families approaching us first, so that they can be supported without delay. At our heart,



we have always been a charity that works to empower children and families. Over the past year, we have also worked hard to nurture more positive working relationships with our professional stakeholders too. We recognise that helping our families and children to thrive also means engaging in good faith with those who have the power to make decisions which affect us and our children. We are proud of the work we have been doing over the last year to create spaces that enable those conversations to happen and we look forward to continued work in this area.

On behalf of the Board of Trustees at SEND The Right Message we would like to say thank you to all of our members, funders and supporters. It is your continued support that keeps us moving forward.

Warmest regards,

**Vicki Lamb**  
**Chair of Trustees**

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## Treasurer's Report

After being in operation for a year we have used our funds for projects, core costs and minimal support costs. Previously our volunteers have been unpaid. We aim to generate as much core funding as possible from grants and donations/fundraising activities. The trustees will continue to monitor the level of funding being generated to ensure sufficient funds to continue to operate the service at its current level. We will identify sources of funding to allow SEND the Right Message to expand its services next year. We will need to focus on our reserves for the next financial year as a priority.

### Reserves Policy

The Committee of SEND the Right Message has examined the charity's requirements for reserves considering the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of the expenditure

The reserves are needed to meet the working capital requirements of the charity and the Committee are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

The present level of reserves available to the charity therefore falls significantly short of this target level.



Although the strategy is to continue to build reserves through planned operating surpluses, the Committee understands it is unlikely that the target range can be reached for at least five years.

In the short term the Management Committee has also considered the extent to which existing activities and expenditure could be curtailed, should such circumstances arise.

**Lisa Prince**  
Treasurer

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# Achievements to Date:

- Providing 5 webinars - Emotional regulation, Sensory Distressed Behaviours & Anxiety with Kids Inspire Charity.
- Provided support packages to over 600 families in the form of sensory packs and healthy eating food boxes.
- Provided 13 crisis support packages.
- Provided emotional and signposting support via our online forum to over 1,000 families.
- Provided information packs about EHCPs, SEND support, benefits, signposting, diagnosis information, early intervention, disability discrimination and more.
- Essex County Council and Essex CCG to provide Neurodiverse Information Packs for across Essex, Thurrock and Southend which is co-produced with Takiwatanga Support Services and Essex Family Forum.

<https://www.sendtherightmessage.co.uk/supporting-your-nd-child>

<http://www.essexlocaloffer.org.uk/supporting-your-neurodiverse-child/>

To order the hard copy:  
<https://www.surveymonkey.co.uk/r/YRNC6P8>

To download the pdf:  
[https://www.sendtherightmessage.co.uk/\\_files/ugd/725b46\\_6154a108f61e42899cf562577f29f8e3.pdf](https://www.sendtherightmessage.co.uk/_files/ugd/725b46_6154a108f61e42899cf562577f29f8e3.pdf)



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## Feedback - The neurodiverse Information Pack

We have received overwhelmingly positive feedback including the following comments:

### From parents:

**'I have been a parent for 12 years, have hundreds of books on neurodiversity and have never seen anything of the depth and quality of this resource'**

**'Wow, this is what I have been looking for'**

**'This is answering questions that I didn't even know I needed to ask'**

**'I want everyone I know to read this so they can understand my son better'**

**'It's given me the confidence to start the process with the GP'**

From a neurodiverse adult /parent carer: **'can't help but think how different my life would have been if people had the knowledge and understanding that you are getting out there.'**

### From services:

**'Brilliant document ... actually amazing' – from Essex is United**

**'This is absolutely amazing!!! Are you having this printed? I have so many people that would benefit from this, including my team and customers. – from Motivated minds**

**'This is the best document I have seen in a long time' – from an Essex head teacher**

**'It's an excellent resource' – from the National Network of Parent Carer Forums.**

We have also been approached by many CCGs who would like to make our pack available in their area, with an appendix to include their local information.



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# Evaluation and Monitoring

We regularly monitor using surveys, social media data and exit surveys.

## Positive Outcomes

45% Improved their wellbeing		50% Felt more able to cope with day to day challenges
33% felt able to engage with the GP or health departments		39% Felt more confident
38% felt able to engage with Local Authority		45% Felt their stress levels has reduced
38% Felt their self esteem had increased		67% Felt more able to support their child or young person
61% More understanding of SEND & Neurodiversity		95% Felt supported
44% Reduction of isolation		41% Have made new friends
52% Feel part of a community		64% Felt less overwhelmed

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# Evaluation and Monitoring

Common enquiries from parent carers: -

Sensory needs	EHCP Support	Fabricated Induced Illness
Recommendations for Dyslexia tests	Children struggling with friendship	SEND Transport/Vecteo (SBC)
Positive Stories	EWMHS Complaints	Complaints and concerns re social care (SBC)
Recommendations for private psychiatrist	Meltdowns and behaviour that challenges	Complaints about bullying, SENCO, schools, Local Authority
Lighthouse Complaints	Blue Badge Enquiries	Adult social care
Alternative Provisions	Recommendations for ND Clubs	Can't get my child into school
Attendance Fines	Right to choose information	School anxiety
Recommendations about OT	Daily life	Recommendations for local schools
Educational Psychologist info	Complaints about GPS not understanding Neurodiversity	Recommendations dyslexia tests

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# Funding and Donations

## Geographical Areas -

STRM covers 76% Southend 24% Essex and others.

## Funding and Donations -

We would like to thank everyone who has helped SEND the Right Message over the past year. We would like to say a very big thank you to our main funders listed below that have funded SEND the Right Message work over the past year, without whose support we would not be able to continue to operate and thrive.

We would also like to thank all the individuals and companies who have generously given donations throughout the year. All money given is used for the direct benefit of the service, to help us to help the disabled, carers, and vulnerable members of our communities.

- Essex Community Foundation
- The Rosca Trust
- FSJ Charities
- Southend Emergency Fund
- Leigh Round Table
- Eastwood Lions
- Tudwick Foundation
- Arnold Clark
- National Lottery Community Fund
- The Albert Hunt Trust



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# Public Benefit & Southend 2050

## Public Benefit

Providing educational, practical, and emotional support to families on Southend and the surrounding areas has a direct benefit both to the children and the wider public as it strengthens relationships, reduces crime and creates responsible citizens capable of participating in their communities.

There are no unreasonable restrictions that would prevent families in Southend and the surrounding areas from benefiting from SEND the Right Message's services. However, we have some restrictions to some support packages and our Benefit Service. The charity does not charge parents/carers for services and support offered. The benefit provided to the public is consistent with the charitable aims of SEND the Right Message.

## Southend 2050

The Southend 2050 ambition for the future is one that STRM are not only aligned to but are committed to helping achieve. We are not only proud residents of the borough but we are also the parents of its future generations and it is in our interests to help shape its trajectory so that our legacy is the city of Southend-on-Sea: a city which they can be proud of, where they feel they belong, where they choose to live because there are opportunities for them and ultimately where they will raise future generations.

We will be able to contribute to the outcomes of the Southend 2050 vision by investing in the future of its residents, which begins by empowering their parents to advocate on behalf of their children.

We feel strongly that all children have the right to access education so that they can seek out suitable employment opportunities when they are older. The trajectory of that journey will be determined by a child's early experiences and if the family of a disabled child are struggling disproportionately, whether that is financially or because they are finding it difficult to access appropriate healthcare or navigate the SEND education system, then those early developmental experiences set our children up to fail.

Yet, we have seen first-hand how our presence in the community has created a safety net for those families who may have otherwise slipped into social isolation.

### Pride and Joy:

Pride cannot be achieved unless you feel financially secure and socially connected; for our children to invest in Southend they first need to feel as though Southend has invested in them.

Our work will support and will enable our children to engage with our community spaces, improving their physical and mental well-being. Mentally healthy children can build resilience and are more likely to engage with the wider community.

### Safe and Well:

Southend has a disproportionately high poverty rate when compared with the rest of the country and our work not only supports low-income families to seek out sustainable financial resources, but it will contribute to the welfare of those families so that they feel safe and secure in their homes, enable them to seek out suitable quality housing and it will ensure that vulnerable children are protected from adverse childhood experiences.

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# Southend 2050

## Opportunity and Prosperity:

It is in our economic interests to support vulnerable families to become self-sustainable. If we want to see the realisation of a vibrant and thriving city we need our younger generations to become vibrant and thriving adults who work in the area and contribute to the local economy. STRM already commits many of its resources to ensuring that our diverse children are school-ready and able to access, and benefit from, the national curriculum.

## Active and Involved:

We have seen the demographic of Southend change in recent years and STRM value the diversity of the Southend population, which is made up of multi-generational families and those who have migrated east in search of affordable housing and a community they can belong to. We will contribute to the sustainability of that by closing the inequalities gap; ensuring that families can afford to live in the area and that their children are treated with respect and dignity.

## Connected and Smart:

STRM consider this essential for all our families, with many children we support experiencing social and communication barriers which could prevent them from engaging with their communities. The availability of digitally inclusive practices will support our children to bridge that social and communication barrier so that they can develop friendship groups, join local clubs and activities and take advantage of the wide choice of travel options that connect them not only to London but to the rest of the globe.



**SEND The Right Message can contribute to achieving Southend 2050 by directly targeting our support towards families who are not yet able to access or contribute to the vision of the borough because they feel disenfranchised.**

**Our work not only enables those in need to break the cycle of poverty through financial sustainability and access to education, but it also intersects with the long-term goal of creating residents who are active members of the community.**

**Our work builds capacity, it supports economic recovery through early intervention and it holds space for a vulnerable community so that they feel there is a place for them in Southend because they are valued.**

**For more information see our website [www.sendtherightmessage.co.uk](http://www.sendtherightmessage.co.uk)**

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\*Special Educational Needs & Disability (0-25)



We have some key considerations to consider with our service offer.

These include acknowledging that activities like our support group are a lifeline for the parents that access them. Often, they don't know where else to turn and have little else in the way of support network, so ensuring we can continue these with regularity and certainty is vital.

 [www.facebook.com/sendtherightmessagecharity](https://www.facebook.com/sendtherightmessagecharity)

 [www.instagram.com/send\\_theightmessage](https://www.instagram.com/send_theightmessage)

 [www.twitter.com/SENDtherightme1](https://www.twitter.com/SENDtherightme1)

 [www.sendtherightmessage.co.uk/](https://www.sendtherightmessage.co.uk/)

 [Info@sendtherightmessage.co.uk](mailto:Info@sendtherightmessage.co.uk)

**For more information see our website [www.sendtherightmessage.co.uk](https://www.sendtherightmessage.co.uk)**

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\*Special Educational Needs & Disability (0-25)



**Section A**

**Independent Examiner's Report**

**Report to the trustees/directors/members of**

Charity Name  
SEND THE RIGHT MESSAGE

**On accounts for the year ended**

28 February 2022

**Charity no.:**

1193575

**Company no.:**

-

**Set out on pages**

27 to 28

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 28 February 2022.

**Responsibilities and basis of report**

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

**Signed:** Martin Beales

Martin Beales (May 12, 2022 12:52 GMT+1)

**Date:** May 12, 2022

**Name:** Martin Beales

**Relevant professional qualification(s) or body (if any):**

Association of Accounting Technicians

**Address:**

Practical Bookkeeping, Accounting & Taxation Services,  
19 Rayleigh Road, Leigh on Sea, Essex, SS9 5UU

**Section B**

**Disclosure**

**Give here brief details of any items that the examiner wishes to disclose.**

There are no material matters that require disclosure.





## Receipts and payments accounts

For the period from	Period start date 01/03/2021	To	Period end date 28/02/2022
------------------------	---------------------------------	----	-------------------------------

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grants	1,500	28,932	-	30,432	-
Donations	972	672	-	1,644	-
Bank Interest Receivable	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>2,472</b>	<b>29,604</b>	<b>-</b>	<b>32,076</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2,472</b>	<b>29,604</b>	<b>-</b>	<b>32,076</b>	<b>-</b>
<b>A3 Payments</b>					
Salaries	110	3,179	-	3,289	-
Charitable Activities	601	1,244	-	1,844	-
Office/General Administrative Expenses	21	1,279	-	1,300	-
Advertising/Promotional	196	2,148	-	2,344	-
Software	-	652	-	652	-
Memberships	-	40	-	40	-
Venue Hire	305	397	-	702	-
Insurance	-	239	-	239	-
Training	-	82	-	82	-
Website	-	649	-	649	-
Accountancy	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>1,233</b>	<b>9,909</b>	<b>-</b>	<b>11,142</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>1,233</b>	<b>9,909</b>	<b>-</b>	<b>11,142</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>1,239</b>	<b>19,695</b>	<b>-</b>	<b>20,934</b>	<b>-</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>					
<b>Cash funds this year end</b>	<b>1,239</b>	<b>19,695</b>	<b>-</b>	<b>20,934</b>	<b>-</b>

## 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 £
<b>B1 Cash funds</b>	Current Account	1,239	19,695	-
				-
				-
				-
		-	-	-
	<b>Total cash funds</b>		1,239	19,695
(agree balances with receipts and payments account(s))				
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	Other Debtors	-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	Fixed Assets	Unrestricted	-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
	Taxes and other social securities	Unrestricted	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Vicki Lamb	May 10, 2022	
	<small>Vicki Lamb (May 10, 2022 15:37 GMT+1)</small>			
		LisaPrince	May 12, 2022	
	<small>LisaPrince (May 12, 2022 12:51 GMT+1)</small>			











# SEND the right message YE 28.02.2022 Final Accounts

Final Audit Report

2022-05-12

Created:	2022-05-10
By:	Martin Beales (martin@pbats.co.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAy6hhd9YrcWLQEuPHISaL_e9r2-cG6rTI

## "SEND the right message YE 28.02.2022 Final Accounts" History

-  Document created by Martin Beales (martin@pbats.co.uk)  
2022-05-10 - 2:00:33 PM GMT- IP address: 86.136.214.161
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2022-05-10 - 2:37:16 PM GMT
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