

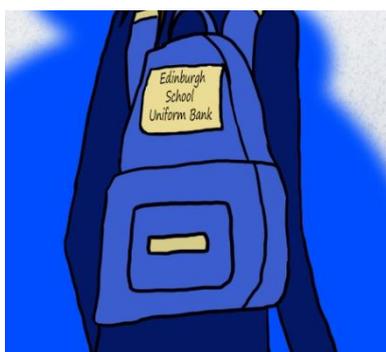


Edinburgh School Uniform Bank

Trustees' Annual Report

Period From 01/07/2018
to Period End 30/06/2019

**Scottish Charitable Incorporated Organisation (SCIO) Registered Charity No.
SC047524**



Charity contact information

Edinburgh School Uniform Bank (ESUB)

Scottish Charity Number: SC047524

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Charity Trustees

Chair – Julia Grindley
Secretary - Linda Russell
Treasurer - Penny Baillie
Trustee - Louise Kowalska
Trustee - Roger Horam

Structure, governance and management

Constitution

The Charity is a Scottish Charitable Incorporated Organisation (a SCIO). It was registered in its current legal form on 22nd June 2017.

The structure of the organisation consists of the Members and the Board. Membership is open to any individual aged 16 or over with an interest in children in families in Edinburgh who are experiencing financial hardship. The people serving on the board are referred to as Charity Trustees.

Trustee recruitment and appointment

At each AGM all of the charity trustees retire from office but are then eligible for re-election. There must be a minimum of three and a maximum of twelve trustees. Board meetings are held throughout the year as required.

Management

Day-to-day management of our activities is conducted by volunteers, some of whom are also Trustees. We have no paid staff.

Objectives

In response to increasing financial pressures on families, Edinburgh School Uniform Bank was set up to provide new and nearly new school uniforms to those in need.

By providing school essentials, we aim to help relieve child poverty, increase self-esteem and well-being in children and young people, hence enabling them to get the most out of their education. Our service also relieves stress in parents and carers.

We also work to reduce the amount of school uniform going to landfill by re-distributing nearly-new school clothing.

Activities, Achievements and Impact

Core Activities

We collect donations of uniform then distribute them in response to referrals from professionals who work with families.

We do not have set criteria for accepting referrals. We trust the judgement of our referring partners to make requests appropriately. We cater for all ages ranging from 4 to 18 across all state schools in Edinburgh.



In 2018/19, we provided **964** packs of school uniform. This figure is 50% up on the number of packs that we provided during the previous financial year.

We estimate that the value of the new items of clothing, stationery and accessories that we gave to families in 2018/19 was around **£40,000**. Approximately £25,000 worth of items were donated to us by supporters and local businesses, and we bought the remaining £15,000. These figures give an idea of the scale of our operation and the benefit that we provide to the community.

A typical pack of uniform includes 6 core items such as trousers, jumpers and shirts as well as “extras” which vary according to the season such as warm hats in winter and stationery in summer.

This year, the vast majority of clothing that went into packs of uniform was brand new, and we occasionally added nearly-new items. We also provided batches of nearly-new uniform to 13 schools for them to pass on to pupils as appropriate, whether directly or via free “swap shops”.

We estimate that the weight of nearly-new clothing that we passed on, and thus diverted from landfill, was **354 kg** this financial year.

We accept donations of uniform and other essentials all year round, and this year we had two main appeals for donations:

- In October we asked our supporters to donate hats, gloves and warm jackets. The response was tremendous and we were able to add winter clothing into the vast majority of packs of uniform that we gave out during the colder months.
- In the summer we ran our popular “Sponsor A Child” campaign to encourage supporters to donate a whole set of uniform for a child. As in the previous year, hundreds of people responded and gave us full sets of uniform via our network of drop-off points around Edinburgh.



This Annual Report pertains to the year ending 30th June 2019, which is right in the middle of our busiest time of year. Facts and figures about half a summer period would not give the full picture, so instead it is best to summarise each full summer period when we supply “back to school” packs and run our summer appeal.

	Summer 2018	Summer 2019
Number of “back to school” packs provided to families (from May/June until August)	359	673
Number of “sponsor a child” packs received from supporters	270	270
Number of Facebook users who saw our summer appeal post	35,679	32,032

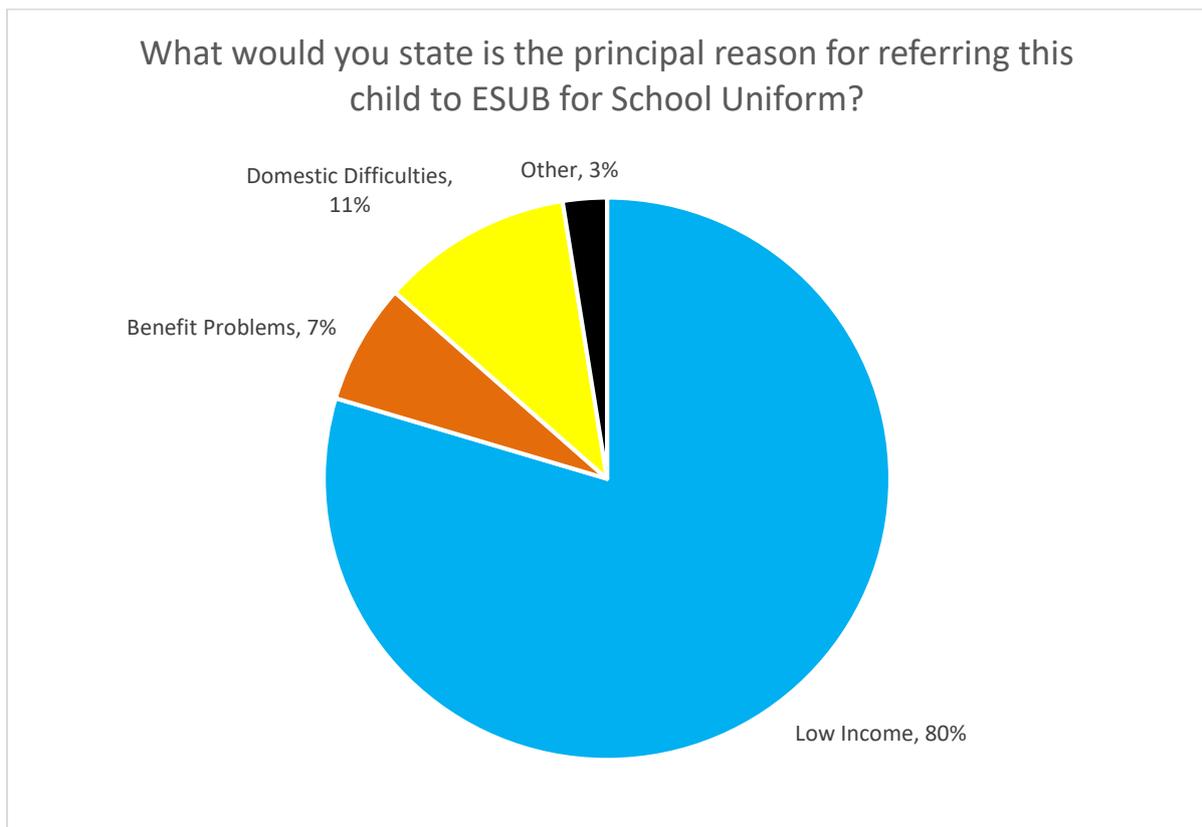
Information Gathering

In September 2018 we started to gather information about the circumstances of the families who are referred to us.

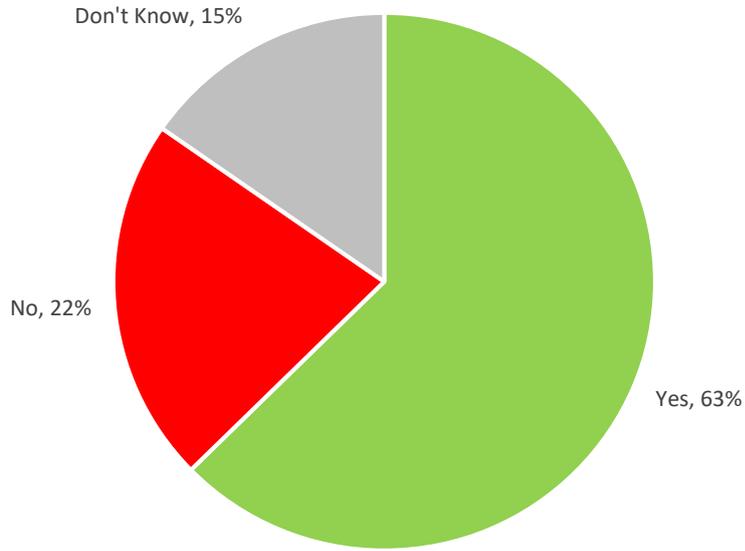
We initiated this information-gathering process for two reasons:

1. To become better informed about why families are referred to us, so that we can serve them to the best of our abilities.
2. To prompt and encourage our referring partners to help families to claim benefits and grants as appropriate and to spend them on essentials for their children.

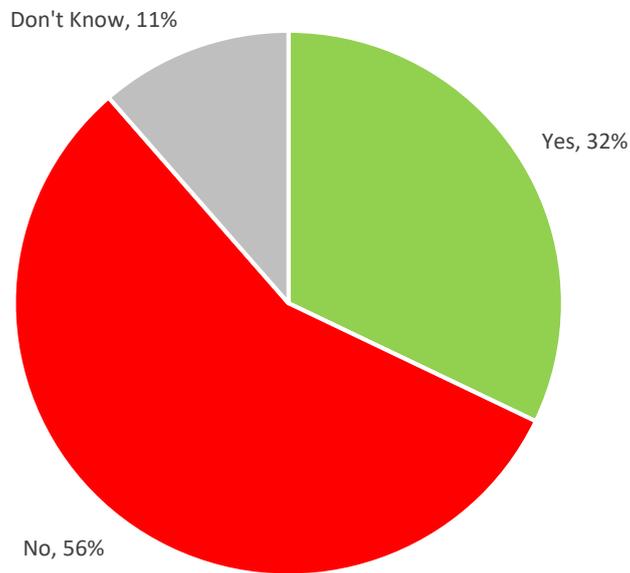
We asked each referring professional some key questions and the answers can be summarised as follows:



Is the family eligible for the School Uniform Grant?



If the family is eligible, has this child received the School Uniform Grant?



Volunteers

We rely entirely on volunteers for all our work. We have a core team of people who co-ordinate activities and a wider group of volunteers who undertake tasks such as sorting donations and packing bags on an ad-hoc basis.



As our volunteer numbers have grown, we have started using volunteer management software (Volgistics) to organise and record our activities. We have also set up self-contained roles for some volunteers such as a co-ordinator for our numerous drop-off points around the city.

Media coverage

The Daily Record featured our work in December 2018 and we appeared on STV in May 2019. Media interest grew further in June when we issued a press release describing the dramatic rise in referrals numbers that we were seeing. This resulted on coverage on the BBC and the front page of the Edinburgh Evening News during the summer.

Impact

The impact of our work is best described by feedback that we have received from our referring partners and families:

“We are writing to you to thank you all for your fantastic work over the past few years. Your donations to our projects have been amazing and have made an enormous difference to our young people. We really can’t thank you enough. Words really can’t begin to cover the emotions felt by all those who receive a pack. Here is just a few of the reactions/comments we have had when we deliver the uniforms:

- *“Thank you so much, that’s amazing”*
- *“I just feel so lucky” – from a young boy who was about to start school the next day and he had nothing to wear. We genuinely feel that this young child would not have gone to school the next day had he not been given the uniform pack.*
- *“I am so relieved, thank you”*
- *“This means so much to us. I can’t believe how kind people can be”*
- *“I can’t believe how much is in the pack. So generous”*

During planning meetings, local school head teachers have commented how smart the young people have looked in their new uniforms, and it gives them more confidence to go about their daily lives at school.

As an organisation that works with vulnerable children and families, we see first-hand the difference that The Edinburgh School Uniform Bank has on the children and parents who find themselves in times of need.” – The Broomhouse Centre

“I just wanted to get in touch to say a very big thank you for your kindness and generosity. I made a request earlier in the term and was absolutely blown away by the delivery we received. The uniform itself was fantastic but the thought and care that went into the extras, even down to the way everything was packaged up really has made the world of difference to one of our little girls. Thank you very much!” – a Head Teacher

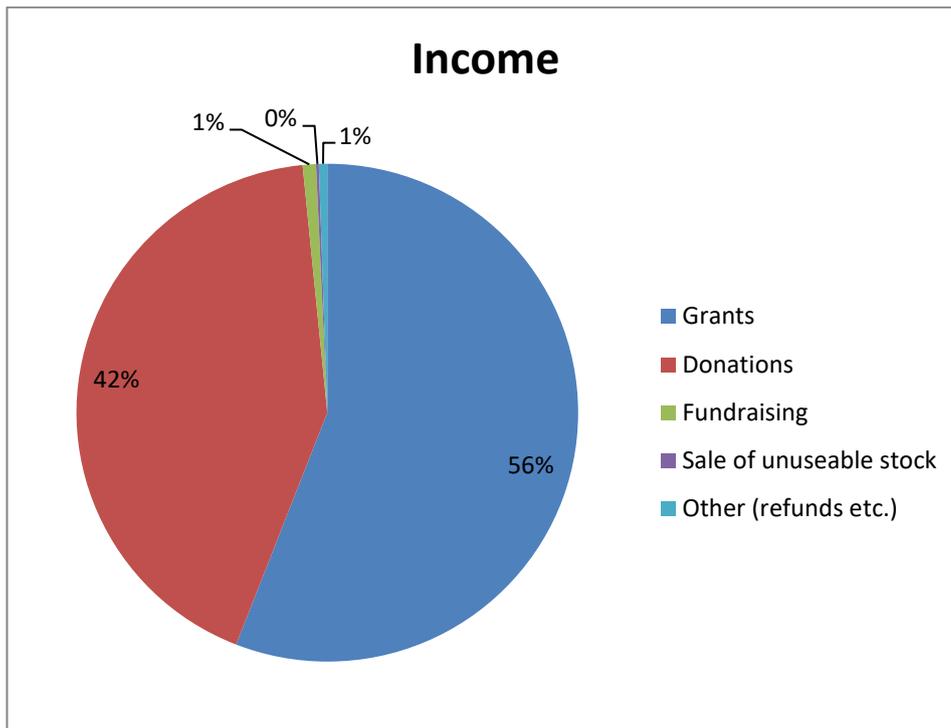
“As an adviser, I find the ESUB invaluable. The good quality uniform saves families money they often don't have. It also allows them and their children dignity, as well as practical help. Staff at the ESUB are very pleasant and helpful. This service and its easy referral process makes my job a lot easier” – a Family Advice Worker.

“I just wanted to thank you very much for the wonderful school uniform package you delivered for a child in my class. His mum was so grateful and had tears of joy in her eyes when I handed it over to her. Please accept my sincere thanks and gratitude to you all for the wonderful work you do.” – a Primary School Teacher.

Financial review

Income

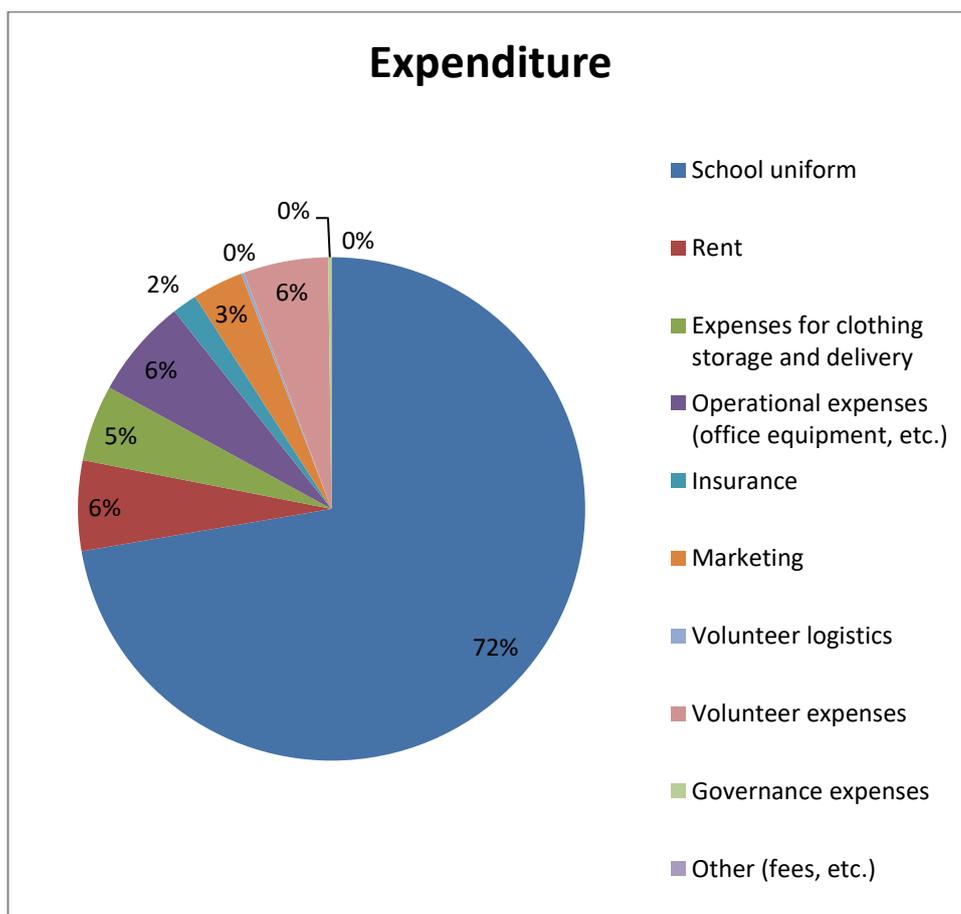
Our total income for the financial year 2018/19 was £24,185. Much of this came from grants awarded to us by various funding bodies and a substantial portion was donated by individuals, businesses and school/community groups.



Expenditure

We spent £20,679 this year, with the vast majority of expenditure being on school uniform, school bags and other essentials that we gave to local children and young people.

As in previous years, we kept our operating costs to the bare minimum thanks to the hard work of our volunteers and the favourable terms on which we rent a room at Balerno High School.



Monetary donations from individuals, fundraising events and suchlike were spent directly on school uniform and other essentials for children and young people. Expenses like insurance and rent were covered by grants that were specifically made for these purposes.

Further details can be found in our Annual Accounts. The Accounts show a very small deficit in restricted funds this financial year. This is not problematic as we had a substantial surplus at the end of the previous year and we received considerable unrestricted funds this year.

Reserve policy

Our reserve has been set at 3 months. For the financial year 2018/19 this was just under £5,000 and we have sufficient funds to cover this.

Future plans

In the coming year we plan to:

- Strengthen and expand links with the local community including involvement in Youth Philanthropy Initiative (YPI) schemes and supporting the Discover! Holiday Hubs
- Seek substantial funding to enable us to fulfil requests for uniform and cover our operating costs
- Expand our Board of Trustees to bring in a wider range of experience and expertise
- Consider our options for premises
- Continue to monitor and review our service to best meet the needs of local families, particularly in the light of the dramatic increase in demand.
- Streamline our referral process to reduce the time commitment required of our volunteers
- Continue to roll out Coordinator positions to key volunteers
- Build on and expand our internal policies and procedures



Acknowledgements

The Trustees would like to thank the following for their support over the past year:

- All our volunteers
- Everyone who donated uniform at our collection points.
- The many individuals who donated funds.
- Balerno High School
- Flora Stevenson's school
- George Heriot's school
- The Write Stuff Stockbridge
- The Sportsman's Charity
- Edinburgh & Lothian Trust Fund
- Scottish Children's Lottery
- St James's Place Foundation
- Cash For Kids
- Tartan Army Children's Charity
- Project Destroyer
- Trespass
- St Mark's Church Portobello
- Waitrose
- The Co-op
- Asda
- Tesco
- The patient and supportive staff at the various collection points:
 - Balerno High School
 - Maddie & Mark's
 - Bliss Dancewear
 - Riccarton Garden Centre
 - Currie Community Centre
 - Faith Mission Bookshop
 - The Knight's Vault
 - Aitken & Niven (Morningside)
 - Sainsbury's (Murrayfield, Meadowbank, Blackhall and Longstone)
 - Asda (Chesser)
 - TimeTwisters
 - Libraries in Colinton, Currie, Drumbrae and Wester Hailes
 - Constituency Offices of Joanna Cherry MP, Tommy Sheppard MP, Ash Denham MSP, Alex Cole-Hamilton MSP and Ben Macpherson MSP.
 - UNISON offices at Waverley Gate, the Western General Hospital and the Royal Infirmary.

Declaration

Signed on behalf of the charity trustees:

Linda B. Russell

Print name

LINDA B. RUSSELL

Designation

SECRETARY

Date

11/10/19.

JA Grindley

Print name

JULIA A. GRINDLEY

Designation

CHAIR

Date

11/10/19