

# ChildVision Annual Report and Accounts 2013

A Company Limited by Guarantee and not having Share Capital



**ChildVision**

National Education Centre for Blind Children





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# Directors and other information

## DIRECTORS

Shane Cowley - Chairman  
Catherine Ryan  
David Myers  
Monica Leech  
Daniel Browne  
Michael O'Shea  
Christopher Cassidy

## CHIEF EXECUTIVE OFFICER

Brian Allen

## SECRETARY

L & P Trustee Services Ltd

## AUDIT/FINANCE COMMITTEE

Christopher Cassidy  
Shane Cowley (Appointed 2 July 2013)  
Daniel Browne  
Anthony Bates (Resigned 2 July 2013)  
Maureen Mulligan (Resigned 4 February 2013)

## GOVERNANCE COMMITTEE

Catherine Ryan

## DEVELOPMENT COMMITTEE

Monica Leech  
Daniel Browne  
Shane Cowley

## COMPANY NUMBER

453711

## CHARITY NUMBER

CHY817

## REGISTERED OFFICE

2-3 Terminus Mills Clonskeagh Road Dublin 6

## AUDITORS

Crowe Horwath  
Bastow Charleton  
Chartered Accountants and  
Registered Auditors  
Marine House  
Clanwilliam Court  
Dublin 2

#### PRINCIPAL ADDRESS

Gracepark Road  
Drumcondra  
Dublin 9

#### BANKERS

AIB Bank  
Clonmel  
Co. Tipperary  
  
Bank of Ireland  
O Connell Street  
Dublin 1

#### SOLICITORS

Drumgoole Solicitors  
102 Upper Drumcondra Road  
Drumcondra  
Dublin 9

#### MANAGEMENT TEAM

CEO	Brian Allen
Deputy Chief Executive	Mary Leonard
Financial Controller	Gerry McCoy
Head of Care	James Forbes
National Braille Production Manager	Ilka Staeglin
Human Resources Manager	Terry Forristal-Bissett

#### CHILD PROTECTION OFFICER

James Forbes





# Directors' Report

The directors present their report and the financial statements for the year ended 31 December 2013.

## 1. Organisation and Status

ChildVision was incorporated as a company limited by guarantee on 21 February 2008. ChildVision provides educational opportunities for Ireland's blind and partially sighted children and young adults in a safe and nurturing environment.

Through a variety of education programmes, our highly trained and committed staff ensures that all students are treated as individuals and brought on their own specific journey of learning so that they may become independent, happy and resourceful members of their communities.

ChildVision is the registered company name. The company number is 453711. ChildVision is recognised as a charity by the Revenue Commissioners: the registered charity number is CHY 817.

ChildVision owns 100% of the issued share capital of St Joseph's Promotions Limited a company that has never traded. It is the Directors' intention to have this company voluntarily struck off in 2014.

### 1.1 Governance

#### Members and the Board

Company members, of which there are seven, are nominated by the Institute of Charity (Rosminians). The members have the responsibility to appoint a Board of Directors. The members meet annually to receive the annual report and audited financial statements of ChildVision. Other meetings take place as required.

The Board of Directors is responsible for the affairs of ChildVision and reports to the Members of the Company. The objective of the Board of Directors is to manage a process of decision making which allows ChildVision to serve the needs of children who attend our service. Each Director may serve two consecutive terms of three years. Board members undergo an induction programme to ensure that collectively they have the overview necessary for the proper governance of the organisation. Ongoing training is arranged as and when a need is identified.

Current membership of the board is set out on page 2. The changes to membership of the board are, Directors who have retired Desmond Kenny, Aoife Thorton, Anthony Bates, Alan Crosbie, Patrick Pierce and Maureen Mulligan. We welcomed on to the board Shane Cowley, Michael O'Shea and Christopher Cassidy.

In ChildVision we are privileged to have a variety of skills on our voluntary Board. During 2013 there were representatives from parents, the VI community, the Institute of Charity and the business community. In June 2013 Shane Cowley succeeded Anthony Bates as Chair of the organisation. Anthony had spent six years as Chair, seeing the organisation thrive and flourish. He played a very supportive role in particular during the process of rebranding the organisation.

There are currently three subcommittees of the Board

- (1) **Audit/Finance Committee.** The Audit/Finance Committee assists the Board in fulfilling its responsibilities by providing an independent review of financial reporting, by satisfying themselves as to the effectiveness of the Company's internal controls and the adequacy of the external and internal audits. Three members of the Board constitute the Audit/Finance Committee. The Audit/Finance committee is responsible for:
  - a. Approving operational/capital budgets
  - b. Overseeing management accounts
  - c. Oversight of external audit
  - d. Oversight of internal audit.
- (2) **Governance Committee.** The Governance Committee is responsible for succession planning, the selection and appointment of Directors, and their induction and briefing. The Governance Committee also has oversight of the risk management process. Three members of the board constitute the Governance Committee. The board is actively considering nominations to replace directors who have retired during 2013.
- (3) **Development committee.** The primary objective of the Development Committee is facilities management. The Committee is responsible for providing a suitable premises/location for the children who avail of the services at ChildVision. It meets on an ad hoc basis.

The Board of ChildVision met nine times in 2013.



## Child Protection

ChildVision is committed to protecting the rights and dignity of children and young adults, in particular those who, in whatever capacity, avail of our services. The key principle is that the welfare of the child is paramount, meaning that a culture of listening to young people and a culture of respect and vigilance are central to how we work. We underpin this by ensuring that appropriate training policies and reporting procedures are in place to address complaints, concerns and allegations.

ChildVision has a comprehensive child/vulnerable adult protection policy. All staff who work directly with young people receive Children First (2022) training. There is a designated liaison person for child protection and a designated deputy liaison person operating at senior management level to ensure compliance with the State's reporting requirements in respect of any concerns for the protection or welfare of a child or vulnerable adult. In addition, young people in ChildVision's residential service have access to an external monitor in case any issue or complaint arises that they do not wish to bring directly to the attention of ChildVision staff.

Overall accountability for ensuring that ChildVision is implementing appropriate child protection and safeguarding measures lies with the Board of Directors, who ensure that organisational policies and procedures are in place that are in line with national guidelines, policy, best practice and laws. ChildVision's CEO and senior management team are responsible for ensuring that the policies and procedures are promulgated and implemented in an open, accessible manner, and that they are regularly reviewed and updated as required.

## 1.2 Compliance Statement

The Board of ChildVision is fully committed to complying with the new Code of Practice for Good Governance of Community, Voluntary & Charitable Organisations in Ireland and the Statement of Guiding Principles for Fundraising.

During 2013 the Board of ChildVision engaged professionals to review performance and governance within ChildVision. The consultant's report has helped the Board to prepare the organisation for adopting the Code of Practice. We expect the recommendations of the review to be fully implemented before the end of 2015.



## Directors' Report (continued)

### 2. Objectives and Activities

The main objects for which the Company was established are to provide care and education for children and adults who are visually impaired, through comprehensive and high quality services provided within a Christian ethos.

ChildVision is a registered charity and operates as a not-for-profit organisation in partnership with the Health Service Executive and the Department of Education & Skills. Operating income in 2013 was €6.6m; the average staff complement was 142. Each year, we raise over €700,000 in donations to meet the shortfall in funding from Government.

The services we provide in our Centre for multiple disabled and visually impaired (MDVI) children and young people include pre-school and early intervention services, family resource services, primary and secondary schooling, vocational training, residential services, therapy services, nursing and ophthalmic services, professional training, a national braille production service and a children's library.

#### 2.1 Objectives of the Organisation

The objectives of the organisation are:

**Objective 1:** Provision of pre-school and early intervention services

**Objective 2:** Primary and secondary education, providing a special curriculum for pupils with a visual impairment

**Objective 3:** Provision of assessment and therapies, including Occupational Therapy, speech and language, mobility training and nursing

**Objective 4:** Vocational training to meet the particular needs of young adults with a visual impairment

**Objective 5:** Provision of residential services

**Objective 6:** Production of braille, large print, and alternative formats

**Objective 7:** Training, research and development for those who are visually impaired, and those working with the visually impaired

Children with vision impairment (some with additional multiple disabilities) can attend ChildVision from new-born

through to 22 years of age, either as residential or as day students. All children attend ChildVision free of charge.

#### 2.2 The Vision

Our vision is to provide a supportive and inclusive learning community in which disability does not create a barrier to the fulfilment of aspiration or ambition.

#### 2.3 The Mission

The organisation provides a framework within which services are delivered that are grounded in the ethos of Antonio Rosmini's philosophy of developing the whole person. We are committed to human equality, dignity, diversity and mutual respect. Within a culture that places value on learning and research, we encourage all staff to advance their professional development and critically reflect upon their practice. Decision-making is accountable and transparent, based upon a belief that it is most effective when all relevant persons are consulted on issues that impact on the day-to-day running of ChildVision. Planning and interactions with children and young people demonstrate sensitivity, integrity and concern for their personal safety and well-being, emphasising the unique attributes that each possesses. We value the contribution that parents, guardians and external partners make to maintaining high-quality services; we work with compassion and sincerity to nurture and sustain these important relationships. Our values permeate all aspects of ChildVision's work, seeking to build and sustain an enduring culture of friendliness, compassion, reflection and innovation.



1 Antonio Rosmini 1797, founder of the Institute of Charity



### 3. What we do

#### 3.1 Preschool

The pre-school facility at ChildVision caters for children from birth to five years who have a visual impairment. It offers them a warm, welcoming and inclusive setting.

Places are allocated in the pre-school service based on a multi-disciplinary assessment involving all interested parties. During 2013 we increased our capacity from two to three classes of about 20 students, each catering for children with a visual impairment and additional disabilities. The staff to child ratio is 3:1. Some children attend our pre-school for support services and attend their local pre-school for their core educational development. The staff of the pre-school work closely with the Visiting Teacher Service for the Visually Impaired to ensure there is a constant support mechanism in place.

In 2010 we launched an Early Intervention Centre for blind or partially sighted children in Cork. This means that parents in the southern part of the country no longer have to travel to Dublin for assessment. Children are currently offered sessional services there.

In the academic year 2012-2013, 38 children attended the pre-school weekly. 14 children attended the Montessori, 16 attended the pre-school and 8 attended the afternoon sessional. In June 2013, 17 children graduated from pre-school – the largest ever group since the pre-school opened. Of these 17 children, four enrolled in St Michael's House National School, two enrolled in a local mainstream school, and eleven enrolled in St Joseph's Primary School. This was the largest group since inception to transition from ChildVision pre-school to the Primary School. It consisted of children with a visual impairment as well as those with additional disabilities. The children who transitioned required two new classrooms in the Primary School.

For the academic year 2013-2014 the pre-school had 34 children attending. A further 10 children were at one stage on the waiting list for a pre-school place but these were invited to attend individual sessions or a parent/child group until a place becomes available.

In September 2013 the pre-school campus included three new classrooms, a wet room, a nurses' station, an eye clinic, a prosthetic clinic, toilets, a kitchen and a parents' room.

The new facilities allowed us start an early intervention group as part of the daily pre-school. In 2013 there were ten children aged between eleven months and two years in this group, which operated from 10 to 12, Monday to Thursday. The Montessori group had fourteen children (from two to five years) and the pre-school group had ten children (from three to five years). These two groups operated from 10 to 1, Monday to Friday. Children with multiple disabilities are the largest group in the pre-school, but in the Early Intervention group, six out of the ten children have a visual impairment as their main or only disability.

The family room provides parents with a dedicated room to stay in while their children are in pre-school when they are unable to avail of the bus. It is also used for meeting parents and provides a private space to enable all professionals working with the children to discuss the children's progress and provide feedback to parents. This room has already proved to be invaluable when introducing new parents to the service.

As part of the pre-school CPD (continuous professional development), one tutor completed the Cert HE in November 2012, while the pre-school co-ordinator achieved a Masters Degree in Education in July 2013.

#### 3.2 St Joseph's School for Children with a Visual Impairment and Pobal Scoil Rosmini

Schools work best as partnerships because, for every child, education is always more than what happens in a classroom. But for children who have complex needs, the challenges to ensure that education is broad-based but targeted require a comprehensive response. ChildVision shares a campus with St. Joseph's School for Children with a Visual Impairment and Pobail Scoil Rosmini. In partnership we provide a learning community for students with a visual impairment and multiple disabilities. A decade ago we recognised that our young people had specialist learning needs that could only be met by providing therapeutic, nursing and behavioural supports so in 2013 we began to work with Pobail Scoil Rosmini to plan for the seamless provision of an MDVI2 curriculum across campus. An MDVI advisory board was formed to focus on policies and extra-curricular supports.

## Directors' Report (continued)

The senior management team of Pobail Scoil Rosmini met with the Department of Education to emphasise the urgency of a permanent home, and secured €520,000 in funding for two classrooms, a staff room, a sensory room and a training room. MCO Architects were appointed to oversee the project.

Staff from ChildVision, St. Joseph's School for Children with a Visual Impairment and Pobail Scoil Rosmini identified the prospective students for transition from the primary school to the secondary school. A temporary home was selected on campus that could be adapted to meet the needs of the MDVI transition unit. This opened in September 2013 with five students, five SNA's, a co-ordinator and a part-time teacher.

### 3.3 Assessment and Therapy Services




Children typically process up to 75% of what they learn through their vision. The therapy team at ChildVision works to support children with impaired or absent vision to reach their learning and developmental potential. The therapy team in ChildVision consists of occupational therapists, speech and language therapists and a physiotherapist. The therapists work closely with other members of the ChildVision team such as the nursing team, social care staff and teachers.

As a national service we also provide support to children with a visual impairment nationwide. The therapy team also works hard to support other professionals working with visually impaired children nationwide.




#### Assessment

The therapy process typically begins with a multidisciplinary assessment of the child through parental interview, observation and formal assessment tools. The assessment helps to identify the needs and abilities of the child or young person, and the areas in which they require support.

After the assessment process, intervention may be recommended. The method of therapeutic intervention may be direct or indirect. Examples of direct therapeutic intervention include:

-  A language group for pre-verbal pre-schoolers
-  A one-to-one session with a physiotherapist
-  A sensory group to promote alertness in the classroom

Indirect therapy is often recommended, as therapy goals are often reached through daily practice of skills. Examples of indirect therapeutic intervention include:

-  Training a parent to carry out physiotherapy exercises in the home
-  Working with a child's teachers to promote independence in their transfer from primary to secondary education.
-  Working with a parent to help promote communication opportunities in the child's daily routine

Setting clear goals for the therapy process is very important for the student, the parent and all those working with the child. It helps ensure that everyone involved is working with the child towards a joint goal and also helps us to celebrate each success as it comes.

#### Occupational Therapists

Visual impairment has a significant impact on many aspects of a child's development and ability to become independent. Our occupational therapists specialise in helping children to reach their potential taking their visual impairment into account. They look at how a child is progressing developmentally with the skills they need to facilitate their independence and help them to progress using fun activities that are suited to each individual child.

We have two occupational therapists on site, who conduct sessions in the Occupational Therapy gym, but are also often to be found working with children, teachers and carers in primary school and pre-school classrooms, the swimming pool, the ball pool, the yard, the equestrian centre and residential houses.

Occupational therapy is available to all services within ChildVision. We assess each child prior to their commencement in the service so that we are aware of their abilities and needs and can identify the most appropriate interventions.

Children who receive input at an early age ('early intervention') make better and more rapid progress toward their potential as they grow. Certain therapies are also more effective with younger clients, as the brain is at its most plastic in the first two years of life, then up to age 12 or 13. After that, the body and its systems are more fully developed, and less mouldable. The older the client, therefore, the greater the need for regular daily therapy, as it takes longer for inputs to be effective.



Unfortunately, there are more children and more to be done than can be achieved by two staff members, and we thus have to establish priorities for our work. With this in mind, we prioritise inputs to the pre-school and primary school – we provide ongoing input for an MDVI class in the primary school throughout the year and see all children in the preschool on a regular consultative basis, with individual block therapy as often as possible.

During 2013 the new MDVI unit in PobalScoil Rosmini received a significant input of the Occupational Therapy department's time to facilitate the students reaching their potential, particularly during this initial period.

Students in the Vocational Unit, residential students and PobalScoil Rosmini students depend on staff to bring to our attention anyone needing input, and we deal with specific issues directly through individual assessment and programme development/advice as needed.

Equine Assisted Therapy (EAT) has proven benefits for children with autism, and during 2013 we developed and rolled out an EAT programme. We trained equestrian staff in the Horse Boy Method (which has goals similar to those of occupational therapy), and provided the programme for children with autism both in and outside our service. We have plans to expand the programme in the near future, and to offer it to a greater number of children. We are also involved in EFETA,<sup>2</sup> and are writing standards of practice for THR (Therapeutic Horse Riding).

In 2013, our occupational therapists saw 170 students, including external assessments.

## Speech and language therapy

Speech and language therapists (SLTs) are trained healthcare professionals who specialise in communication and swallowing disorders. Our role is to provide assessment, support and intervention to children with communication and/or feeding difficulties.

Communication disorders include delayed early communication skills, disordered language, speech and articulation, or-motor, stammering and pragmatic language disorders, and impaired social skills. Feeding difficulties can include feeding, chewing and swallowing difficulties, and difficulty tolerating certain textures or flavours.

The SLTs in ChildVision work exclusively with children with visual impairments, which means providing therapeutic assessment and intervention to support the child's visual and non-visual needs. We have two speech and language therapists on site. Clinical intervention can take a variety of forms, depending on the needs of the child, such as individual/group sessions in the therapy room, classroom-based therapy, parent training, joint sessions with staff and wider clinical support. Clinical education is also a priority and we provide practice education to clinical undergraduates and postgraduates. We also deliver training specific to visual impairment to SLTs from across Ireland, and we teach a visual impairment component on the clinical speech and language therapy courses at both Trinity College Dublin and University of Limerick.

In 2013 the number of children referred with dysphagia continued to grow. Dysphagia is linked to medically complex conditions with major implications for health and safety. In severe cases it can lead to pneumonia and is ultimately life threatening.

We also saw an increase in referrals from the acute services in Temple Street and Our Lady's Hospital for Sick Children, Crumlin. Our senior speech and language therapist sat on the working group setting standards of practice for therapists dealing with feeding, eating, drinking and swallowing disorders in neo-nates and babies. The working group included 14 therapists from the teaching hospitals and voluntary bodies.

In 2013, one of our therapists was a council member of the Irish Association of Speech & Language Therapists (IASLT), which is the recognised professional body for speech and language therapists in Ireland.

Another strong area of focus for SLT in 2013 was the new MDVI unit in the secondary school.

In total, 88 children availed of SLT in 2013.

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<sup>2</sup> Equine Facilitated Education and Therapy Association

## Directors' Report (continued)

### Physiotherapy

Our physiotherapy services aim to facilitate normal gross motor development in children. A child with a visual impairment may present with delay in attaining gross motor skills such as rolling, sitting and walking, and some children may also have an additional physical or learning disability which affects the development of their gross motor skills.

The physiotherapist works with the child and his/her carers to enable the child to be as mobile and as independent as possible. The physiotherapist also aims to prevent the occurrence of musculoskeletal disorders such as joint stiffness, contractures and pain.

Depending on the needs of the child, physiotherapy may be carried out in a variety of ways. During 2013 these included individual assessments/sessions, group sessions, and sessions with parents, teachers and classroom staff.





Physiotherapy input varies for each child and goals are formed and programmes are issued following a thorough individual assessment. We work with the children and their families to help them improve postural control, balance and co-ordination, to rehabilitate post orthopaedic surgery, to practice chest physiotherapy for respiratory conditions, and to practice rebound therapy. We also assess and fit children for standing frames, walkers and sleep systems.




During 2013 we also provided regular training to ChildVision staff in topics such as Safer Manual and Patient Handling, alongside the Occupational Therapy and Training departments.

45 children availed of physiotherapy in 2013.

### Nursing

Our nursing department takes care of the medical and nursing needs of all children at ChildVision, thereby ensuring a more holistic approach to the education programmes. Services provided by the nursing team include:

-  Educational health promotion
-  Assistance with activities of daily living
-  Training for independent living
-  Assistance with specialised feeding

-  Continence advice and support
-  Weekly ophthalmology clinics
-  Bi-monthly low vision clinics

All our students have access to individual orientation and mobility training throughout their years with us.

Nursing allows children with additional medical needs receive their education. They would not be able to attend without medical support. Specialist interventions include respiratory support, peg feeding, administration of medication and epilepsy management.

Only some of our student group require this intervention. The pre-school have a number of children that require medical intervention throughout the day. The new pre-school design strategically positioned a nurse's station, wet room and changing room between the baby room and the MDVI room. Intervention here includes toilet training, feeding and medication management, monitoring of blood pressure and management of Hickman lines<sup>3</sup>.

In 2013 the types of visual impairment conditions among our children included cortical visual impairment, optic nerve damage and visual loss due to tumours. Cortical vision impairment can be caused by premature birth, brain injury at birth or head injuries during childhood. This condition is not reversible, but visual stimulation is helpful and allows the student to make maximum use of their vision. Other complex needs the nursing department encountered in 2013 included diabetes insipidus (water), diabetes mellitus (sugar), Apert Syndrome, Reynaud's Syndrome, neuroblastoma and opticblastoma (cancerous tumours on the eye and brain), nephritis and hydrocephalus involving VP shunts<sup>4</sup>. Some of the older students with severe visual impairments are trained in self-medicating and management of conditions such as diabetes. In 2013 the Nursing Department facilitated a rolling module to ensure that these students' level of independence increased.

The Nursing Department met all parents two or three times during the year during Eye Clinic appointments, in planning sessions for Individual Educational Plans or at individual meetings. We also operated a 24/7 on-call

3 A central line that gives direct access to the large blood vessels of the heart, essential for chemotherapy management  
4 Ventriculoperitoneal shunting is surgery to treat excess cerebrospinal fluid (CSF) in the brain



nursing service for residential students, allowing staff in the houses to have an informed input to specific medical issues as they arose.

Our Low Vision Clinic provides students of all ages with a comprehensive functional assessment of their visual potential. This clinic is focused on the child's functional vision – how they manage with their sight on a daily basis. It assesses area such as colour, contrast, size and optimal print format. Special VI tests are undertaken such as visual field, Ishihara Colour Test, Lea Symbols and Cardiff Acuity Cards. These are tried and tested methods for assessing the visual aids each child requires. The Clinic was held eight times in 2013 and saw 33 students from ChildVision.

In 2013 we added a new clinical service to the existing Eye Clinic in association with the Children's University Hospital, Temple Street and the ChildVision Low Vision Clinic. This new service is provided by Mr John Pacey Lowrie, ex Queen's Medical Centre University Hospital in Nottingham UK, an ocular prosthetist from the UK who spends one week a month providing children with prosthetic eyes. This service is for children who have microphthalmia (born with empty eye sockets) or have had enucleation due to tumours or injury. Mr Lowrie creates individual artificial

eyes specific to the colour and size of the child attending. This service takes one week to complete, requiring the child to attend each day for continuous measurement and fit. It wouldn't be possible without the commitment and support of Professor Michael O'Keefe, Consultant Ophthalmologist, Temple Street Hospital. This service is open to children not attending ChildVision.

In 2013, 103 children were seen in the Eye Clinic, 86 from ChildVision and 17 from mainstream schools.

In 2013 we moved the Eye Clinic to a location beside the new pre-school, where the majority of children attending are familiar and comfortable with their surroundings. This ensures a more successful outcome for both ophthalmologist and child. Once the vision is assessed the report is circulated to parents and teachers. This allows teachers make a more informed choice when choosing educational materials for the child.

2013 also saw a further rollout of the ongoing campus training in Occupational First Aid and specialist modules on medication management and emergency seizure management.



## Directors' Report (continued)

### 3.4 Vocational

When students of ChildVision reach the age of 16, planning begins for their transition from our services to independent living, supported employment or further training.

We provide a vocational training programme (VTP) that provides independent living skills for young people with a visual impairment and intellectual disabilities between the ages of 18 and 23 years. The programme's aim is simple: to add value to our students' lives by promoting independence, participation and inclusion. We do this by working closely with our students and their families in creative, innovative ways tailored to each student's strengths and needs.

The VTP also enables our students to explore various types of work and develop work-related social skills. This helps them make life choices appropriate to their skills and abilities.

The VTP is certified by ASDAN (UK) and FETAC (Further Education and Training Awards Council) Level 3.

In January 2013 the programme had ten students – nine full time, attending five days a week and one part-time student who attended from Wednesday to Friday.

Each student had an Individual Educational & Care Programme (IECP) devised at the start of the academic year by vocational tutors, social care staff and the students themselves. This programme looked at goals identified by the students and at the steps necessary to achieve them. Each programme was unique to that particular student but each included Academic Work (FETAC Level 1), Mobility and Orientation, Independence and Technical Skills, Personal Development and Work Experience.

These IECPs were reviewed each term with the student and their two assigned link people, with a representative from vocational and social care. IECP meetings between the student, their parents, their link people, one team leader and either the Head of Care or the Deputy CEO were scheduled twice a year to discuss the student's progress and any other pertinent issues.

Work placement is an integral part of the Vocational Programme. Each student is assigned at least one weekly placement either on or off campus. These cross-campus placements include delivering wage slips, shredding, assisting on reception, cleaning in JoJo's café and working

in the Learning Tree Crèche. Outside placements include the Drumcondra Credit Union, The Skylon Hotel and a local solicitor's office.

In May, the students went on holiday to Carlow, accompanied by staff from both Residential and Vocational Departments. This annual holiday provided them with an opportunity to relax and have fun before the end of the year.

In June two students graduated from the programme and went on to other services. In September one new student arrived from another service.

At the start of the academic year Vocational Education was also assigned weekly input from two VEC resource teachers. These teachers provided support for students in the areas of literacy and numeracy, creative writing and IT skills, as well as commencing a FETAC level 3 module with some of the students.

### 3.5 Residential Service

Our Residential Service provides a home-away-from-home experience for young blind and visually impaired people. It also offers a unique opportunity for them to develop and practice the many skills needed for meaningful independence, while living among peers in a safe and supportive environment.

By encouraging social and recreational activity and by working closely with parents, guardians, families and teachers, our residential service meets individual needs in creative and dynamic ways.

Our five houses are situated in the local community, convenient to local amenities and staffed by teams of fully qualified social care professionals. Twenty-four hour nursing cover is provided, and the residential services are available from Sunday evenings to Friday afternoons during term time<sup>5</sup>. Places are available to young people from all over Ireland. This service is free to parents and guardians and is funded by the HSE.

Our Residential Service is all about care – not just care of the child but also care of their world and care for their future. We help equip the young person to stand on their own two feet and to find their voice so that they can become advocates for their own path in life.

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5 Academic term time: September to July



Coming to ChildVision is a choice in education. In the past, attending ChildVision was the only education option for blind children, but now many of them can attend mainstream school with our support. For many, integration is considered the best choice, but for some, education in a setting where visually impaired people are learning together is the more appropriate path.

In 2013 the Health Information and Quality Authority published its *Standards for Residential Services for People with Disabilities*, as a pre-requisite to commencing inspection and registration of all residential facilities for adults and young people with disabilities. ChildVision social care teams and nursing staff set up working groups to deepen our understanding of the standards and to ensure we were in absolute compliance with the requirements. The Standards are strongly rooted in a Person Centred Planning (PCP) approach, which places the individual young person at the controlling centre of the service they avail of. As a philosophy and as a practical methodology, Person Centred Planning is both simple and complex. To make this a reality for our young people, the social care team leaders undertook a QQI Level 6 training module in PCP. They in turn made this training available to their teams. An interdepartment group also met to devise ways of ensuring that our clients were fully involved in this process.

In 2013 our five houses catered for 32 children, with 27 social care workers working in teams between the houses. At ChildVision, we can take children as young as seven, but we experience a marked increase in interest from blind and visually impaired children aged 12 and upwards who come to the conclusion that mainstream schooling is not the right choice for their secondary education. Some such students feel that they are regarded as different, and they may become isolated. We help families rationalise the choices they face to progress their child's development and education as a whole person.

If a student and their family decide to come to ChildVision, we work with them to develop an individual care plan centred on the student and their goals. The team leaders in each of the houses have a strong presence on campus and communicate daily with teachers, therapists, nurses and vocational staff, ensuring that school life and home life progress positively in tandem.

The Residential Service provides a 24-hour opportunity for students to learn about independence, mobility, self-care skills, becoming part of a community, developing social

skills and building relationships. We encourage the students to develop relationships with their fellow students, with their teachers, with the people who work with them and with those they encounter on a daily basis. They observe, learn by example and watch how their peers achieve, thereby inspiring each other to succeed.

Throughout their time in ChildVision we provide each student and their family with a plan that subtly prepares them to deal with the future.






One of the integral parts of being a resident at ChildVision is finding a hobby or a passion for something that can be part of the student's life forever. All of the students follow an afterschool programme of activities that exposes them to a myriad of fun activities in local colleges (night classes in art, beading, film & media, French, yoga and zumba), on campus (swimming, pottery, horticulture, horse-riding), in Morton Stadium Santry (athletics through Blindsports), and at groups such as Comhaltas Ceoltóirí Éireann, choral groups, clubs and Headstarts (a local drama, art and dance club for all young people with an intellectual disability).



## Directors' Report (continued)

### Family Resource

Our Family Resource team at ChildVision works alongside the campus education staff, residential staff and services staff to make sure all of our activities are effective and relevant to the needs of our students and their families. We provide information to parents and families to keep them informed about the changing opportunities available for their child. Some of the modules on offer this year are:

-  Sight and Sound workshops
-  IT skills
-  Entitlements – know your rights around support, social welfare and respite care
-  Understanding my eye condition
-  Introduction to physiotherapy

There are also many fun, social activities programmed throughout the year, some for children alone, some for parents and many for families to mix and relax together. Highlights for this season include sailing, equestrian care, pet therapy, drumming, a visit from the Air Corps, Space Camp in Alabama and two summer camps, one at home and one in Spain.

### 3.6 Literacy

ChildVision produces all of the braille books, large print and DAISY files for children in mainstream schools. We believe braille is very important for literacy in children with a visual impairment, but also instrumental in forming computer literacy. With a braille display addition on a computer, a visually impaired child can have equal access to the information available to sighted children. Without proficient braille skills, this is not achievable.

In 2013 we successfully met our highest ever order for the start of the school year 2013 / 14. There continued to be a solid enrolment for the online bookshelf, a secure download facility for braille, text and DAISY files. This means that children can access their textbooks more efficiently and, if required, material can be provided at short notice for emergency cases.

ChildVision, Arbour Hill Prison and NCBI continued to work collaboratively in 2013 to promote Irish-language braille production. The Irish National Braille and Alternative Formats Association (INBAF) was launched in May 2012 and subsequently joined the International Council on English Braille (ICEB). The information exchange with colleagues

throughout the world who use English Braille, and who have already introduced Unified English Braille, has proven to be invaluable both for INBAF and for the work of National Braille Production.

The Children's Library at ChildVision is a specialist resource that caters for the reading and literacy development needs of children from pre-school age through teenage years to young adulthood.

In 2013 the library welcomed 71 new members. In June we received the first consignment of tactile books. These books were the result of a year-long pilot project with transition year students from three schools (Dominican College, Drumcondra; St Mary's College, Arklow; Mercy College, Coolock). The students visited ChildVision to present their books and toured the campus to gain an understanding of how these books will be used and for inspiration for next year's project. Two staff members also visited schools that are participating in the project in 2013/2014, namely Holy Faith in Killester, the Donahies Community School and St Mary's Arklow.

In November, 30 participants took part in the 6th Annual Braille Reading Day. 20 primary school children aged from 4 up participated in the morning activities. In addition to braille reading sessions, there were fun festive activities including a trip on the Polar Express Sensory Experience and a visit to Santa's workshop. In the afternoon, ten brailleists ranging in age from 13 to 30 demonstrated their braille skills.

ChildVision has taken an active role in promoting the use of braille. In 2013, 15 people graduated from our Learn Braille, FETAC Level 5 course. This course provides sighted learners with a high level of excellence in reading and writing braille. Since the inception of Learn Braille, five years ago, we have developed a network of skilled teachers, SNAs, parents and providers who work with schools all across Ireland.



### 3.7 Training, research and development

At ChildVision, our continuous professional development (CPD) comes under three headings:

- 👤 In-house staff development for staff across the professional disciplines
- 👤 Accredited and award-bearing courses at FE/HE level
- 👤 Research

#### In-house staff development

In-house staff development for staff across the professional disciplines includes mandatory topics (such as health & safety, fire safety), manual patient handling, first aid and sighted guide. There is an expectation that all staff take part in these sessions on a bi-annual basis. Induction training is provided for all new staff.

In addition to mandatory training, we provide workshops/seminars on a number of work-related topics. These frequently take place at lunchtimes to facilitate maximum attendance or are timetabled for the benefit of specific professional groups. During 2013 these sessions included:

- 👤 Use of Apple iPad for persons with disabilities
- 👤 Seizure management, paediatric CPR and choking
- 👤 Blood sugar monitoring and subcutaneous injection
- 👤 Zomajet needle injection
- 👤 Rebound therapy
- 👤 Sighted guide
- 👤 Negotiating mealtimes

In most instances, this staff development is provided by appropriately qualified members of the ChildVision staff, although on occasion specialist expertise is imported. Many of these sessions are publicised to encourage external attendance.



## Directors' Report (continued)

### Accredited and award bearing awards at FE/HE level.

During 2013, 18 students were recruited to the FETAC Level 5 Braille course<sup>6</sup>. The 2013 cohort included two ChildVision students and 16 external students (12 from Arbour Hill prison). The award is taught by ChildVision staff, Pobalscoil Rosmini and Arbour Hill and was first delivered in 2008-9. To date, 67 students have completed the course.

During 2013 extensive negotiations took place with staff from Dublin City University to plan a qualification in mobility, since Ireland at the time had no accredited qualification in this field. A Level 8 Diploma in Mobility and Independence was given validation approval by Dublin City University (year 2 undergraduate equivalence). Detailed planning of the course is now being undertaken, with an expectation that the course will recruit in September 2015. The lead tutor for this course has recently completed the Specialist Graduate Diploma in Habilitation and Disabilities of Sight, validated by the London University, Institute of Education.

ChildVision is a partner of the University of Worcester, England in an undergraduate award in visual impairment – the Certificate in Higher Education Working with People with a Visual Impairment. In UK higher education parlance, a Certificate in HE is a year 1 undergraduate equivalent award. The award has recruited three student cohorts to date, both from ChildVision and from external organisations. This unique HE partnership also includes Royal National College for the Blind, Hereford, England, where modules are taught in tandem with ChildVision. Two of the eight modules are delivered to both student cohorts on either the ChildVision campus or at Hereford over long weekends. The teaching is undertaken by qualified and university-accredited tutors from ChildVision together with two recently retired lecturers from the University of Worcester.

In July 2013 one member of the social care team was awarded a BA (Hons) from the National University of Ireland Maynooth, and two achieved an MA (Education) from the University of Worcester. Tutorial support for the latter awards was provided by a senior lecturer from the University of Worcester who works at ChildVision on a consultancy basis.

### Research

Two occupational therapists at ChildVision are currently engaged in a research project entitled 'The Effectiveness of Equine Assisted Therapy on Social Functioning and Sensory Processing'. The outcomes of this will be of great significance to the ongoing equine therapy programme.

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<sup>6</sup> Level 5 of the National Framework of Qualifications in Ireland is the pre-degree level







## Directors' Report (continued)

### 4. Financial Review of the Year

#### 4.1 Financial outturn in the context of our mission

The services provided by charities such as ChildVision cannot be judged alone in financial terms. The true measure of such services can be gauged only in human terms – the extent to which they contribute to the well-being of those whom we serve. Human qualities such as happiness, contentment, security, future prospects, enablement, respect and dignity are not reflected in financial reports and statements.

As a charity, ChildVision's aim is to provide the highest quality service possible to the children who attend our campus. We use fundraising to enhance services beyond the level made possible by Government funding, in order to add to the general well-being of those we serve.

#### 4.2 Overview

The deficit for 2013 is €66,462 (2012: €370,319). This is a reduction of €303,857 compared with 2012. (During 2012 we incurred once-off costs associated with rebranding the company.)

#### Income

ChildVision's income comes from three principal sources: the HSE, the Department of Education & Skills and through fundraising activities.

During 2013 overall income reduced by €77,158. We suffered a cut of €48,000 in our HSE core grant, relating to internal cost-cutting by the HSE. On a positive note we received a number of donations from corporate donors, which helped to increase income in that category by €51,000. Our fundraising activities in 2013 included income from equine-assisted therapy and from JoJo Café. We have expanded our social enterprise ventures to include equine therapeutic riding, garden centre and related activities. Income from fundraising and social enterprises overall increased by €35,428.

#### Expenditure

The financial statements analyse expenditure between charitable activities (provision of services in ChildVision), cost of generating funds and governance costs. Our total expenditure for 2013 was €6.73m. Overall there was a

decrease of €381,015 in expenditure compared with 2012 – a drop of five per cent. We reviewed staff costs and where possible streamlined expenditure.

The major part of ChildVision expenditure – 85.8% – relates to the provision of charitable activities. In the course of 2013 we renovated our pre-school rooms. This allowed us to expand the number of rooms available for our children and to provide a dedicated parent's room.

We undertook a number of fundraising activities during 2013, including:

- 1) National campaign for funds
- 2) Launch of a corporate campaign to source funds for rebuilding pre-school
- 3) Applications to national and international trusts for rebuilding and appliances
- 4) Marketing activity: ChildVision was chosen as a Charity of Choice at the Westport festival. This gave us national media coverage and promotion at the concert.
- 5) Thank You Donor Day: Every June we invite our donors to a Thank You Day where we show how donations are spent. In 2013 over 3,000 people attended the event.

During 2013 we benchmarked the governance structures within ChildVision against sectoral standards, and as a result incurred increased governance costs of €25,000. The Board also commissioned additional internal audit work during 2013.

#### 4.3 Investment and Reserves Policy

It is ChildVision policy to maintain a prudent level of reserves to enable the charity to manage financial risk, deliver on our commitments and achieve our objectives.

In this context, available resources at the end of year amounted to €2.37m (2012 – €2.44m). Of this, €47,000 is held for restricted purposes, as the funds were donated for specific purposes.

Funds totalling €2.33m (2012 – €2.35m) are held for unrestricted use – such amounts are held for the redevelopment of our infrastructure and for general purposes.

ChildVision has an agreed policy of holding a contingency reserve to cater for emergencies and to allow the organisation to respond rapidly in such circumstances. It is also the aim of the directors to ensure that reserves are sufficient to provide for three months of expenditure.

For prudential purposes, the Board has decided to keep cash reserves in bank deposit accounts and not to make any other form of investment.

## 5. Risk Management

The directors have responsibility for, and are aware of, the risks associated with the operating activities of ChildVision. We are required to identify and review the strategic, operational, regulatory, people, political and environmental risks to which ChildVision is exposed and to assess the likelihood of such risks and possible level of impact they would have. The key mechanisms we rely on to assist us in fulfilling these responsibilities are properly functioning internal control systems that ensure efficient and effective use of ChildVision financial resources, safeguard its assets and maintain the integrity of the financial information produced.

Monitoring the management of risk is achieved through the use of a risk register that identifies risks to the organisation. The risk register is reviewed quarterly.

The key operation of risk management is through access by senior management in ChildVision to Board members, individually or collectively, to discuss matter of concern to the charity's efficient and effective operation.




The key risks associated in providing services at ChildVision are

1. Reduction in funding either or the state or fundraising
2. Inherent infrastructural defects of the building

## 6. Statement of Directors Responsibilities

The Directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Financial Reporting Council and promulgated by the Institute of Chartered Accountants in Ireland.

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the Directors are required to

-  select suitable accounting policies and then apply them consistently;
-  make judgements and estimates that are reasonable and prudent;
-  prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The Directors are responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the company and which enable them to ensure that the financial statements comply with the Companies Acts, 1963 to 2013. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.





## Directors' Report (continued)

### 7. Taxation Status

Childvision has been granted charitable status under section 207 and 208 of the Taxes Consolidated Act 1997.

### 8. Events Since the Year End

There have been no significant events affecting the company since the year end.

-  A specialised sub committee of the board has been appointed to consider and report on governance and development matters
-  The CEO and Financial Controller report regularly to the Board on the state of the company's activities, finances and well being

### 9. Political Donations

The company did not make any political donations.

### 10. Books of Account

To ensure that proper books and accounting records are kept in accordance with Section 202, Companies' Act, 1990, the directors have engaged appropriately qualified accounting personnel and have maintained appropriate computerised accounting systems. The books of account are located at the Company's premises at Gracepark Road, Drumcondra, Dublin 9.

### 11. Plans for the future

Like many charities, ChildVision has come through a period of transition, and we believe that we have risen to the challenges that have arisen, always trying to balance the provision of services against cost constraints. We don't expect the coming year to be any different. We look forward positively and are determined to continue providing world-class services to our children. With this in mind we aim to achieve the following:

1. Where applicable, we will work in collaboration with other service providers. This will enable us to mitigate costs and improve the services to our children.

2. We will utilise our best resource, our staff, who are the natural repository of knowledge for educating blind or partially sighted children. We have world-class expertise in the visual impairment field.
3. We will work with local communities to promote the services of ChildVision and help with inclusion of the children of ChildVision.

ChildVision is currently finalising its strategic plan for 2015-2018. Following the worst recession this country has seen in decades, we expect to refocus the services we are delivering to children and meet the needs of the future. Two possible sources of constraint must be borne in mind:

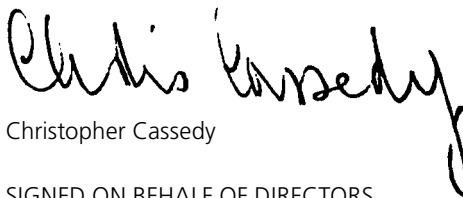
1. The downturn in public donations: like all charities, ChildVision has seen a reduction in public donations. If ChildVision cannot manage the shortfall (which comes on top of €1m in cuts over the past five years), this will have a direct effect on the number and quality of services we offer. We do not know what, if any, cut in funding we could suffer in 2014.
2. While ChildVision welcome's controls and procedures, it has put a considerable administrative burden on the organisation. With limited resources this will continue to be a challenge during 2014 and beyond.

### 12. Auditors

Crowe Horwath Bastow Charleton are eligible and have expressed their willingness to continue in office in accordance with Section 160(2) of the Companies Act, 1963.



Shane Cowley



Christopher Cassidy

SIGNED ON BEHALF OF DIRECTORS



# Independent Auditors Report to the Board of Directors of Childvision

We have audited the financial statements of ChildVision (a company limited by guarantee not having a share capital) for the year ended 31 December 2013 which comprise the with the Statement of Accounting Policies, Statement of Financial Activities, Balance Sheet, Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is Irish law and accounting standards issued by the Financial Reporting Council and promulgated by the Institute of Chartered Accountants in Ireland (Generally Accepted Accounting Practice in Ireland).

This report is made solely to the company's members, as a body, in accordance with Section 193 of the Companies Act, 1990. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

## Respective Responsibilities of Directors and Auditors

As explained more fully in the Directors Responsibility Statement, the company's directors are responsible for the preparation of the financial statements giving a true and fair view. Our responsibility is to audit the financial statements in accordance with Irish law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

## Scope of the Audit of the Financial Statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing

the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

## Opinion on Financial Statements

In our opinion the financial statements:

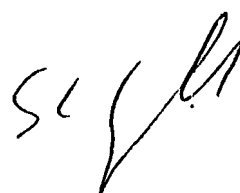
- give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state the company's affairs as at 31 December 2013 and of its incoming resources and application of resources for the year then ended; and
- have been properly prepared in accordance with the requirements of the Companies Acts 1963 to 2013.

## Matters on which we are required to Report by The Companies Acts 1963 to 2013

- We have obtained all the information and explanations which we consider necessary for the purposes of our audit.
- In our opinion proper books of account have been kept by the company.
- The financial statements are in agreement with the books of account.
- In our opinion the information given in the Directors' report is consistent with the financial statements.

## Matters on which we are required to Report by Exception

We have nothing to report in respect of the provisions in the Companies Acts 1963 to 2013 which require us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions specified by law are not made.



**Sharon Gallen**

For and on behalf of:



Bastow Charleton  
Chartered Accountants and Registered Auditors  
Marine House Clanwilliam Court Dublin 2  
Date: 28 October 2014

# Statement of Accounting Policies

The following accounting policies are applied consistently in dealing with items which are considered material in relation to the company's financial statements:

## Basis of Accounting

The financial statements have been prepared under the historic cost convention in accordance with accounting standards generally accepted in Ireland in compliance with the Companies Acts 1963 to 2013 and in accordance with the recommendations of the revised Statement of Recommended Practice (SORP) Accounting by Charities issued by the Charity Commissioners in the United Kingdom. Accounting Standards, generally accepted in Ireland in preparing financial statements giving a true and fair view, are those published by the Institute of Chartered Accountants in Ireland and issued by the Financial Reporting Council.

## Group Accounts

The company and its subsidiaries combined, meet the size exemption criteria for the group and the company is therefore exempt from the requirement to prepare consolidated financial statements by the virtue of Regulation 7 of the European Communities (Companies Group Accounts) Regulation, 1992. Consequently, these financial statements deal with the results of the company as a single entity.

## Restricted Funds

Restricted funds are funds received which can only be used for particular purposes specified by the donors and binding on the company. Such purposes are within the overall aims of the company.

## Unrestricted Funds

Unrestricted funds are those which are expendable at the discretion of the company in furtherance of the objects of the charity. The company has long term obligations in respect of the provision of education and services to the visually impaired. If part of an unrestricted fund is earmarked for a particular project, it may be designated as a separate fund, but the designation has an administrative purpose only, and does not legally restrict the company's discretion to apply the fund.

## Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the company is entitled to the income and the amount can be measured with reasonable accuracy and is certain. The following specific policies are applied to particular categories of income:

**Grant and Service Income:** Grant income from the Health Service Executive, the Department of Education and other sundry sources are credited when receivable to the Statement of Financial Activities. Expenditure and service-related grants are credited to the Statement of Financial Activities upon the recognition of the associated expense for which the grant was originally received.

**Fundraising Income:** Fundraising income is credited to the Statement of Financial Activities in the year in which it is received by the company.

**Trading Income:** Income raised in the operation of the restaurant, equine centre and garden centre is credited to the Statement of Financial Activities when received.

**Investment Income:** Income earned on funds held on deposit is treated as unrestricted income and is credited when earned.

## Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred and is recorded as part of the expenditure to which it relates. Cost of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes. Expenditure on charitable activities are those costs incurred by the charity in the delivery of its services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity. Where costs cannot be directly attributed, they have been allocated in proportion to estimated benefits received.

## Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment loss. Cost includes all costs that are directly attributable to bringing the assets into working condition for its intended use.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost less estimated residual value, of each asset systematically over its expected useful life, as follow:

<b>Plant and machinery</b>	– 33.3% Straight Line
<b>Fixtures, fittings and equipment</b>	– 12.5% Straight Line
<b>Motor vehicles</b>	– 20% Straight Line

## Financial Assets

Fixed asset investments are stated at cost less provision for permanent diminution in value. Investments are reviewed for diminution in value if events or changes in circumstances indicate that the carrying amount may not be recoverable.

## Stocks

Stocks comprise food and beverage stock and are valued at the lower of cost and net realisable value.

## Pensions

The company operates a defined contribution pension scheme. Pension benefits are funded over the employees' period of service by way of contributions from the company and from employees. Employer contributions are charged to the Statement of Financial Activities in the year in which they become payable.

## Operating Leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.



# Statement of Financial Activities (incorporating the Income and Expenditure account)

For the Year Ended 31 December 2013

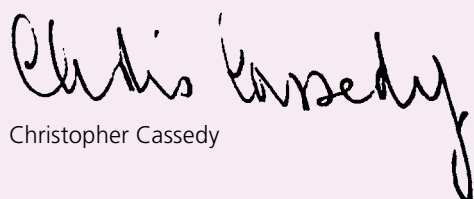
	Note	Unrestricted Funds €	Restricted Funds €	Total 2013 €	Total 2012 €
<b>INCOMING RESOURCES</b>					
Incoming resources from generated funds-					
Voluntary income	1	632,874	74,123	<b>706,997</b>	655,829
– Activities for generating funds	2	464,939	2,920	<b>467,859</b>	432,431
– From charitable activities	3	21,320	5,456,999	<b>5,478,319</b>	5,605,690
Other incoming resources	4	12,851	-	<b>12,851</b>	49,234
<b>TOTAL INCOMING RESOURCES</b>		<b>1,131,984</b>	<b>5,534,042</b>	<b>6,666,026</b>	6,743,184
<b>RESOURCES EXPENDED</b>					
Charitable activities	6	195,313	5,579,154	<b>5,774,467</b>	5,957,762
Cost of generating funds	7	859,479	-	<b>859,479</b>	1,084,666
Governance costs	8	95,791	-	<b>95,791</b>	69,415
Other expenditure		147	2,605	<b>2,752</b>	1,660
<b>TOTAL RESOURCES EXPENDED</b>		<b>1,150,730</b>	<b>5,581,759</b>	<b>6,732,488</b>	7,113,503
<b>NET MOVEMENTS IN FUNDS</b>		<b>(18,745)</b>	<b>(47,717)</b>	<b>(66,462)</b>	(370,319)
<b>FUND BALANCES AT START OF YEAR</b>		<b>2,350,792</b>	<b>95,387</b>	<b>2,446,179</b>	2,816,498
<b>FUND BALANCES AT END OF YEAR</b>		<b>2,332,047</b>	<b>47,670</b>	<b>2,379,717</b>	2,446,179

All income and expenditure arises from continuing operations.

The financial statements were approved by and authorised for issue by the Directors on 15/09/2014 and signed on its behalf by:



Shane Cowley



Christopher Cassidy

# Balance Sheet

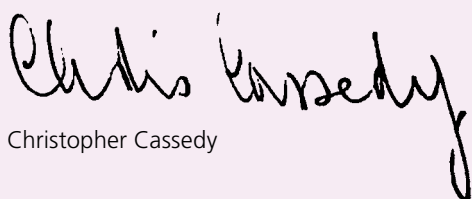
As at 31 December 2013

	Notes	2013 €	2012 €
<b>FIXED ASSETS</b>			
Tangible assets	14	820,965	722,267
Financial assets	15	1	1
		<b>820,966</b>	722,268
<b>CURRENT ASSETS</b>			
Debtors	16	125,079	79,051
Stocks	17	662	-
Cash at bank and in hand		1,813,693	2,282,902
		<b>1,939,434</b>	2,361,953
<b>CREDITORS (amounts falling due within one year)</b>	18	<b>(368,691)</b>	(612,451)
<b>NET CURRENT ASSETS</b>		<b>1,570,743</b>	1,749,502
<b>CREDITORS (amounts falling due after one year)</b>	19	<b>(11,993)</b>	(25,591)
<b>TOTAL NET ASSETS</b>		<b>2,379,717</b>	2,446,179
<b>FUNDS OF THE CHARITY</b>			
Unrestricted funds	20	2,332,047	2,350,792
Restricted funds	21	47,670	95,387
<b>TOTAL FUNDS</b>		<b>2,379,717</b>	2,446,179

The financial statements were approved and authorised for issue by the board of directors on 15/09/2014 and signed on its behalf by:



Shane Cowley



Christopher Cassidy

# Cashflow Statement

As at 31 December 2013

	Notes	2013 €	2012 €
NET CASH INFLOW/ (OUTFLOW) FROM OPERATING ACTIVITIES	23	<b>66,361</b>	(184,769)
RETURN ON INVESTMENTS & SERVICING OF FINANCE	23	<b>4,488</b>	28,884
CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT	23	<b>(309,739)</b>	(286,709)
DECREASE IN CASH IN THE YEAR	24	<b>(238,890)</b>	(442,594)
CASH OUTFLOW FROM INCREASE IN LEASE FINANCING	19A	-	(39,497)
MOVEMENT OF NET FUNDS IN THE YEAR		<b>(238,890)</b>	(482,091)
NET CASH AT 1 JANUARY 2013	24	<b>2,021,335</b>	2,503,426
NET CASH AT END OF 31 DECEMBER 2013	24	<b>1,782,445</b>	2,021,335



# Notes to the Financial Statements

For the Year Ended 31 December 2013

## 1. Voluntary Income

	Unrestricted Funds 2013 €	Restricted Funds 2013 €	Total 2013 €	Total 2012 €
Donations	632,874	74,123	706,997	655,829

ChildVision generates income from a variety of donations to maintain its services. The charity actively explores donation avenues on an ongoing basis.

## 2. Income from Activities for Generating Funds

	Unrestricted Funds 2013 €	Restricted Funds 2013 €	Total 2013 €	Total 2012 €
Income from commercial enterprises	231,635	-	231,635	183,327
Fundraising campaigns and events	106,875	2,920	109,795	173,604
Rental income	126,429	-	126,429	75,500
	464,939	2,920	467,859	432,431

ChildVision operates a number of commercial social enterprises which enhance the provision of services on the main campus and which will provide additional income to the charity also along with rental income. ChildVision also organise events and fundraisers which are a valued additional source of funds.

Restricted funds relate to monies directly collected by students for recreational activities.

## 3. Income from Charitable Activities

	Notes	Unrestricted Funds 2013 €	Restricted Funds 2013 €	Total 2013 €	Total 2012 €
Health Service Executive	(a)	-	4,104,327	4,104,327	4,190,442
Department of Education	(b)	-	1,326,140	1,326,140	1,327,542
All other sources of income	(c)	21,320	26,532	47,852	87,706
		21,320	5,456,999	5,478,319	5,605,690

(a) ChildVision receives funding from HSE as a "Section 39 organisation", as assistance towards a wide range of services including the provision of pre-school, residential care, vocational and therapeutic services

(b) ChildVision received funding from the Department of Education. ChildVision is a national service which provides access to educational materials by transcriptions into a range of formats accessible for children with a visual impairment. The formats currently catered for are: braille, tactile diagrams, MOON, Large Print, text-only files and DAISY books

(c) ChildVision generates income from other sources to supplement the provision of its prime services.

## Notes to the Financial Statements (continued)

### 4. Other Incoming Resources

	Unrestricted Funds 2013 €	Restricted Funds 2013 €	Total 2013 €	Total 2012 €
Investment income	10,162	-	10,162	32,231
Other income	2,689	-	2,689	17,003
	12,851	-	12,851	49,234

### 5. Interest Payable and Similar Charges

	2013 €	2012 €
On bank overdrafts	1,975	1,263
Lease finance charges and hire purchase interest	3,699	2,084
	5,674	3,347

### 6. Expenditure on Charitable Activities

	Unrestricted Funds 2013 €	Restricted Funds 2013 €	Total 2013 €	Total 2012 €
Provision of education and related services	159,017	3,854,439	4,013,456	4,063,694
Provision of residential services	1,835	85,518	87,353	79,481
All other services and charitable activities	34,461	1,639,197	1,673,658	1,814,587
	195,313	5,579,154	5,774,467	5,957,762

86% of expenditure is dedicated to charitable purposes. There are two large categories of expenditures i) Services directly related to children and young adults who are blind or partially sighted and ii) Production of braille books and alternative formats for primary and secondary education. ChildVision provides pre-school, residential, vocational, family resource, therapeutic services. The National Braille Production unit produces braille book volumes, large print book volumes, text files, DAISY files. During 2013 the overall production was 3,283 compared to 3100 in 2012. 99.75% of books were fulfilled on target.

## 7. Cost of Generating Funds

	Unrestricted Funds 2013 €	Restricted Funds 2013 €	Total 2013 €	Total 2012 €
Payroll costs of generating funds	464,462	-	464,462	404,559
Commercial enterprises	273,252	-	273,252	272,001
Other costs of generating funds	121,765	-	121,765	408,106
	859,479	-	859,479	1,084,666

13% of expenditure is required to generate funds. Costs are broken into costs of operating ChildVision social enterprises and direct fundraising costs. ChildVision operates an Equine Centre, Café and a Garden Centre.

In 2012 this figure includes rebranding costs undertaken by ChildVision of €400,000

## 8. Governance Costs

	2013 €	2012 €
Company secretarial services	12,046	11,791
External governance review	12,166	-
Wages and salaries	17,685	20,808
Internal audit	18,198	-
External audit	25,070	26,190
Pension audit	10,626	10,626
	95,791	69,415

The Board of Directors is voluntary and directors do not receive remuneration for their services as directors. Expenses directly incurred by the directors in carrying out their role are reimbursed, if claimed. There were no related party transactions with directors during the year.

Governance costs relate to the annual external, internal and pension audits, a review of governance procedures performed by external advisors in the year, company secretarial services provided by L&P Trustee Services Limited and an allocation of wages incurred for governance purposes.



## Notes to the Financial Statements (continued)

### 9. Support Costs and Allocation of Expenditure

#### (a) Support costs

ChildVision's support services include Finance, Human Resources, ICT, Procurement, Administration, Training and Health & Safety. Costs are charged to each service and activity in proportion to direct staff numbers, which is considered to reflect estimated benefits received.

#### (b) Allocation of expenditure

	Charitable activities €	Cost of generating funds €	Governance costs €	Total Expenditure €
Direct expenditure	5,389,516	845,416	78,106	6,313,037
Depreciation of fixed assets	208,289	-	-	208,289
Allocation of support costs.	176,662	14,063	17,685	208,411
	5,774,467	859,479	95,791	6,729,737

### 10. Net Movement in Funds

Net movement in funds is stated after charging / (crediting):

	2013 €	2012 €
Depreciation of tangible fixed assets	208,289	187,898
Loss on disposal of tangible fixed assets	2,751	1,660
Auditors remuneration		
– Statutory audit	19,065	23,370
– Non audit services	6,150	2,800
Operating lease rentals – Buildings	265,200	265,200

## 11. Employees and Staff Costs

The average number of employees (full time, part time and hourly rated) during the year was 142 (2012 – 140). The aggregate amounts paid to or on behalf of the staff are as follows:

	2013 €	2012 €
Wages and salaries	<b>4,277,078</b>	4,364,690
Social welfare costs	<b>419,074</b>	448,495
Pension costs	<b>240,348</b>	247,921
	<b>4,936,500</b>	5,061,106

The number of staff earning salaries over €70,000 is:

Salary Range

	2013	2012
€70,000 – €79,999	<b>1</b>	1
€80,000 – €89,999	<b>1</b>	1
€110,000 – €119,999	<b>1</b>	1

The CEO was paid a salary of €110,280 by ChildVision in the year.

Employer contributions of 7% are made for all members of the ChildVision Pension Scheme.

## 12. Pension Costs

Qualifying employees, who opt in, are members of the ChildVision Pension Scheme (formerly St Joseph's Centre for the Visually Impaired Pension Scheme), which is a defined contribution scheme operated by the company. Employer contributions of 7% of wages are made to all members of the scheme. The assets of the pension scheme are held separately from those of the company in independently administered funds. The pension charge represents contributions due from the company and amounted to €240,348 (2012 – €247,921).

## 13. Taxation

No charge to taxation arises as the company has been granted charitable exemption by the Revenue Commissioners.

## Notes to the Financial Statements (continued)

### 14. Tangible Fixed Assets

	Fixtures, Plant and machinery €	Fittings and equipment €	Motor vehicles €	Total €
<b>COST</b>				
At 1 January 2013	114,476	859,152	216,734	1,190,362
Additions	22,513	287,226	-	309,739
Disposals	(14,831)	(6,005)	-	(20,836)
At 31 December 2013	122,158	1,140,373	216,734	1,479,265
<b>DEPRECIATION</b>				
At 1 January 2013	78,977	281,404	107,714	468,095
Charge for the year	26,861	143,181	38,247	208,289
On disposals	(13,381)	(4,703)	-	(18,084)
At 31 December 2013	92,457	419,882	145,961	658,300
<b>NET BOOK VALUE</b>				
At 31 December 2013	29,701	720,491	70,773	820,965
At 31 December 2012	35,499	577,748	109,020	722,267

Included above are assets held under finance leases or hire purchase contracts as follows:

Asset description	Net book Value €	Depreciation charge €
Motor vehicles	33,472	11,038



## 15. Financial Asset

**Investments  
in subsidiary  
undertakings**  
€

### **COST**

At 1 January 2013 and 31 December 2013	1
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### **NET BOOK VALUE**

At 31 December 2013 and 31 December 2012	1
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### **15.1 Subsidiary undertaking**

ChildVision has one wholly-owned subsidiary, St Joseph's Promotions Limited, incorporated in Ireland (company number 457626). This company has not traded since its incorporation. Its registered address is 2/3 Terminus Mills, Clonskeagh Road, Dublin 6. St Joseph's Promotions Limited has an issued share capital of 1 ordinary share at €1. The directors intend to have this company struck off from the companies register in 2014.

## 16. Debtors

	<b>2013</b> €	2012 €
Amounts owed by connected parties	<b>37,297</b>	1,670
Other debtors	<b>101,558</b>	37,241
Prepayments and accrued income	<b>19,533</b>	40,140
	<b>125,079</b>	79,051

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## 17. Stocks

	<b>2013</b> €	2012 €
Food and beverage stock	<b>662</b>	-

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## Notes to the Financial Statements (continued)

### 18. Creditors: Amounts Falling Due Within One Year

	2013 €	2012 €
Bank overdraft	1,658	222,070
Net obligations under finance leases and hire purchase contracts (note 19A)	17,596	13,906
Trade creditors	64,167	44,383
Accruals	170,353	219,726
Payroll taxes	112,563	112,366
Value added tax	2,353	-
	<b>368,691</b>	<b>612,451</b>

### 19. Creditors: Amounts Falling Due After More Than One Year

	2013 €	2012 €
Net obligations under finance leases and hire purchase contracts (note 19A)	11,993	25,591

#### 19A. Net Obligations Under Finance Leases and Hire Purchase Contracts

	2013 €	2012 €
Repayable within one year	17,596	13,906
Repayable between one and two years	10,511	13,906
Repayable between two and five years	1,482	11,685
	<b>29,589</b>	<b>39,497</b>

### 20. Unrestricted Funds

	Balance at beginning of year €	Incoming resources €	Resources expended €	Balance at end of year €
Unrestricted funds	2,350,792	1,131,984	(1,150,729)	2,332,047

Unrestricted funds are funds that have been raised by ChildVision and which are expendable at the discretion of the company in furtherance of the objects of the charity.

## 21. Restricted Funds

	Balance at beginning of year €	Incoming resources €	Balance at expended €	end of year €
Restricted funds	95,387	5,534,042	(5,581,759)	47,670

Restricted funds primarily reflect the donations for specific purposes which have not been spent at year end.

## 22. Details of Borrowings

Maturity Analysis	Within 1 year €	Between 1 & 2 years €	Between 2 & 5 years €	Total €
<b>Repayable other than by instalments</b>				
Bank overdraft	1,658	-	-	1,658
<b>Repayable in instalments</b>				
Net obligations under finance lease and hire purchase contracts	17,596	10,511	1,482	29,589
<b>At end of year</b>	<b>19,254</b>	<b>10,511</b>	<b>1,482</b>	<b>31,247</b>

## 23. Gross Cash Flows

	2013 €	2012 €
<b>Net cashflow from operating activities</b>		
Operating deficit	<b>(66,462)</b>	(370,319)
Depreciation	<b>208,289</b>	187,898
Deficit disposal of fixed assets	<b>2,751</b>	1,660
Movement in stock	<b>(662)</b>	-
Movement in debtors	<b>(46,028)</b>	87,360
Movement in creditors	<b>(27,039)</b>	(62,484)
Interest receivable	<b>(10,162)</b>	(32,231)
Interest payable	<b>5,674</b>	3,347
	<b>66,361</b>	(184,769)



## Notes to the Financial Statements (continued)

### 23. Gross Cash Flows (continued)

	2013 €	2012 €
<b>Returns on investments and servicing of finance</b>		
Interest received	10,162	32,231
Interest paid	(1,975)	(1,263)
Interest element of finance lease rental payments	(3,699)	(2,084)
	<b>4,488</b>	28,884
<b>Capital expenditure</b>		
Payments to acquire tangible assets	(309,739)	(295,447)
Receipts from sales of tangible assets	-	8,738
	<b>(309,739)</b>	(286,709)

### 24. Analysis of Changes in Net Funds

	Opening balance €	Cash flows €	Other changes €	Closing balance €
Cash at bank and in hand	2,282,902	(469,209)	-	1,813,693
Overdrafts	(222,070)	220,412	-	(1,658)
	2,060,832	(248,797)	-	1,812,035
Finance lease and hire purchase contracts	(39,497)	9,908	-	(29,589)
<b>Net funds</b>	2,021,335	(238,889)	-	1,782,446

### 25. Related Party Transactions

The premises that the company operates from are owned by the Irish Province of the Institute of Charity (IPIC), which is the ultimate controlling party. Rent was paid to the IPIC during the period amounting to €265,500 (2012 – €265,500).

Included within other debtors is an amount due from St Joseph's Primary School of €3,988 (2012 – €1,670).

The company secretary, L & P Trustee Services Ltd, provided consultancy services to the company, on a commercial basis, during the period. The amount charged to the income and expenditure accounting respect of these services during the period was €12,046 (2012 – €11,818).

## **26. Controlling Interest**

The company is controlled by the Irish Province of the Institute of Charity.

## **27. Company Limited by Guarantee**

The company is one limited by guarantee not having a share capital. The liability of each member, in the event of the company being wound up, is €1.

## **28. SORP Compliance**

The accounts for the year ended 31 December 2013 have been prepared in accordance with SORP, Accounting and Reporting by Charities: Statement of Recommended Practice 2005. The comparative figures have been reanalysed to be in accordance with SORP.



ChildVision

Grace Park Road  
Drumcondra  
Dublin 9

T 01 837 3635  
E [info@ChildVision.ie](mailto:info@ChildVision.ie)  
W [www.ChildVision.ie](http://www.ChildVision.ie)