

Annex 1: Template for Annual Report

[St. Gabriel's Primary School] Annual Report for the financial year period 1 Jan 18 to 31 Dec 18

Basic information

Name of School: St. Gabriel's Primary School

*Address: 220 Lorong Chuan Singapore 556742

Charity / IPC status: School is an exempt charity and a member of the Education Central Fund.

*Charity Number/School's Unique Entity Number: T07GS5012J

*Governing instrument: Constitution

Detailed information

Board Members:

S/N	Name	Position	Remarks
1.	Mr Henry Phang	Chairman	
2.	Mr Charles Lee Mui Keng	Vice-chairman	Appointed on 14 Aug 2018
3.	Madam Chong Choy Lin	Treasurer	Appointed on 6 Feb 2018
4.	Brother Dominic Yeo Koh Tuan Kiok	Supervisor	
5.	Mr Stephen Chin Hong Em	Joint Secretary/Principal (SGSS)	
6.	Mrs Catherine Chiang	Joint secretary/Principal (SGPS)	Until 14 Dec 2018
7.	Mr Martin Tan Siew Kin	Joint secretary/Principal (SGPS)	Appointed on 15 Dec 2018
8.	Mr Yeo Ann Tai	Member	Vice-chairman (Until 13 Aug 2018)
9.	Mr Andrew Ng Lian Timn	Member	Treasurer (Until 5 Feb 2018)
10.	Dr Chen Sze Hua	Member	
11.	Mr Francis Wong Loke Tan	Member	
12.	Dr Chong Fu Shin Francis	Member	Appointed on 16 May 2018
13.	Mr Lim Wei Hock Gordon	Member	Appointed on 16 May 2018
14.	Mr Lee Bong Chong Francis	Member	Appointed on 16 May 2018

Key Employees:

15.	Mr Soh Kai Guan	Vice-Principal/ Student Affairs
16.	Mr Keith Tan	Vice-Principal/ Academic Affairs
17.	Madam Christina Tee Siew Ping	Vice-Principal/ Administration (Appointed on 15 Dec 2018)

Auditor – KK Tham and Associates

Objectives / Activities of school

Objectives of school:

The mission of the Education Service is to mould the future of the nation, by moulding the people who will determine the future of the nation. The service will provide our children with a balanced and well-rounded education, develop them to their full potential and nurture them into good citizens, conscious of their responsibilities to family, society and country.

Our Vision:

A Gabrielite will be God-loving, disciplined, gracious, caring and a life-long learner.

Our Mission:

Shaping Lives for Service to God and Nation.

School's activities/programmes for the year: The school completed PERI upgrading and obtained Temporary Occupation Permit (TOP) on 16 March 2018.

Fundraising activities carried out in the year (if any): Nil

Upcoming school's activities/programmes: Nil

Future fundraising plans (if any): Nil

Financial Highlights

**Please attach the audited financial statements to this report.*

See attached for the audited financial statements

This section is only for schools that have gross annual receipts (including MOE grants) exceeding \$10 million for 2 consecutive financial years. Other schools may remove this section from the report.

Reserves Policy (to indicate school's reserves¹ amount, reason/use of holding amount of reserves and the likely timing of using the reserves)

For example: "As at 31 Dec xx, school has a surplus reserves of \$xx. The money is required for xx (the educational uses) and is likely to be used in the near future XX (do indicate a date if possible)."

NA

¹Reserves excludes the endowment funds and any restricted/specific donation funds which are restrictive in nature

Please note information in (*) are required under the statutory Charities (Annual Report) Regulations. Reserves policy is required under the Education Central Fund Guidebook for schools that have gross annual receipts exceeding \$10 million for 2 consecutive financial years.

Summary Table for Government-Aided Schools

St. Gabriel’s Primary School	General SMC Fund		Building Fund		Other Donations Fund	
	FY18	FY17	FY18	FY17	FY18	FY17
Income:						
Donations/Sponsorship	36,140	43,500		-		
Rental income	8,712	6,270		-		
Others	18,979	11,280	1,373,520	4,722,927		
Total Income	63,831	61,050	1,373,520	4,722,927		
Expense:						
Direct Charitable Activities expenses	11,755	17,722		-		
Fundraising expenses		-		-		
Depreciation Expenses	8,079	257		-		
Others	31,555	35,724	-	-		
Total Expense	51,389	53,703		-		
Surplus/(Deficit)	12,442	7,347	1,373,520	4,722,927		
Fund opening balance	721,012	713,665	5,779,902	1,056,975		
Funds Transfer (if any)		-	-	-		
Fund closing balance	733,454	721,012	7,153,422	5,779,902		

Other Disclosure:

For Each Fund-Raising Event that raises \$1 million or more:

Fund-Raising Activities and Planned Use of Funds Raised	<u>Total Fund Raised</u> <u>(\$\$'000)</u>	<u>Fund-Raising Expenses</u> <u>(\$\$'000)</u>
	NIL	NIL