

SEPTEMBER/OCTOBER 2025

LEAP Launch seminars at your School.

Book your visit now

donna@leapenterprise.co.uk
or call 0744 3925311

- Administration
- Competitions
- Introduction to social media
- Accounts, Shares and VAT
- Trade fairs and marketing

OCTOBER 2025

Tuesday 14th – Getting organised

"Directors' Hands-on Workshops"
must be at least one director per workshop
(via Zoom 5.15pm - 6pm)

Finance Directors – using the accounts spreadsheet (compulsory attendance for Finance Directors).

Managing Directors and Company Secretaries – Leadership and The business plan and effective management.

IT Directors – Using Social Media and Websites.

Marketing and Sales Directors and all other company members – branding, marketing and selling at trade fairs.

NOVEMBER 2025

Friday 21st – Final date to say if you are unable to attend the Christmas Trade Fair

Friday 21st – Business plans to be agreed by Company and copied to advisors and LEAP Enterprise Teachers. Business Plan to be sent to LEAP as part of the competition.

email donna@leapenterprise.co.uk

- You can take advantage of any Trading opportunities at schools, or with external organisations, but these must be booked independently by yourselves. You MUST display your LEAP Insurance Certificate, at all times, to be covered by our policy.

DECEMBER 2025

Saturday 6th – Christmas Trade Fair

(Merrion Centre) £10 payable on the day
One table per Company will be provided

Start planning your **30 sec Company advert**
(closing date Saturday 7 February 2026)

Friday 12th – Interim financial accounts due by email to donna@leapenterprise.co.uk

Friday 19th – Registration fee of £150
must have been paid.

(An invoice will be issued, payment by bank transfer)

JANUARY 2026

• **Tuesday 20th – What's next seminar**
(via Zoom 5.15pm - 6pm)

must be at least one Director per workshop

- Reports and competitions
- Presentations
- Finance
- Social Media & Marketing

FEBRUARY 2026

• Start writing company report for 15 March

Saturday 7th – Valentine Trade Fair

(Merrion Centre) £10 payable on the day

Saturday 7th – 30 second Advert deadline

MARCH 2026

• Finish writing the report and accounts.

Saturday 14th – Report Competition

Company Report with accounts, Financial Report, Media & Social Media Report, Logo & Website deadlines.

payment of LEAP VAT & Corporation tax

Saturday 14th – Presentation Competition

follow the emailed rules and deadlines
held at Allerton High School

May 2026

Wednesday 6th – LEAP Annual Awards

(venue: to be confirmed)

5 pm - 7.30pm)

Light refreshments from 5 pm.
Award ceremony **6 pm - 7.30pm**