

## WESTCOTT TOTS CHAIRPERSONS REPORT 2020/2021

As we are all aware, it has been a very difficult year due to the COVID virus and restrictions. We saw the setting close from the end of March until June 2020 due to the staff shortages. Staff were All deemed to be vulnerable due to shielding and the age factor. We felt it necessary to take into account Staff health and safety. Staff worked tirelessly in the background ensuring parents were informed on restrictions, and also provided with daily activities and updates for their children. When restrictions allowed, the staff returned to work and vulnerable children and children of key workers were invited to return to the setting. Due to staff shielding, ratios social distancing and bubbles, we were unable to offer our services at that point in time to all children. Most parents decided they did not want their children to return under the circumstances. Procedures were followed continuously and a strict cleaning regime was put into place. Children's safety was paramount and health and safety was followed to ensure all children and staff were in a safe environment. As with every year, we held our leavers party for the few children in attendance, whilst adhering to the rules. Unfortunately we were unable to offer our usual visits to new children during session times, but some did attend individually after the sessions had ended and children had left. We said good bye to two staff members during 2020. Mrs Hair moved on to pastures new and due to low intake we had to close our afternoon sessions and reduce staff numbers. Mrs Greaves moved to a morning session, and Mrs Hall was releases after less than a year working with us. Our usual Christmas party was held for the children in attendance, but we were unable to hold our regular Christmas carol concert as the size of the setting and social distancing did not allow us to. A short visit from Santa was allowed, but this was from the outside only and children were able to wave through the window. Funding for the children was still paid by the government but payments were paid Earlier than usual in order to help keep settings open. This is reflected in the end of year accounts. Further restrictions have continued to take their toll well into 2021, but staff have continued to work to their capabilities and keep the children safe. We give a big shout out to the parents for all their continued support and understanding during the difficult periods. For helping to keep children and staff safe with the distancing and understanding that policies have kept them from their usual stay and play days and entering the settings grounds whilst children are in attendance. Staff have tried to keep things as normal as possible for the children, even though we were not able to partake in some of our regular activities. Children have still enjoyed planting seeds, picking and eating the strawberries and enjoying as much outdoor activities as possible. Hopefully next year will bring us a little normality. Thank you to everyone who has been involved in keeping the setting running through patience and understanding.

**Westcott Tots**

**Income and Expenditure Account  
For the year ended 31/3/21**

| <b><u>Income</u></b>                  | <b>£</b>                 |
|---------------------------------------|--------------------------|
| Funding and Fees                      | 67,573                   |
| <b>Total Income</b>                   | <b><u>67,573</u></b>     |
| <b><u>Expenditure</u></b>             |                          |
| Wages & NIC                           | 45,357                   |
| Payroll preparation costs             | 660                      |
| Rent                                  | 750                      |
| Rates                                 | 53                       |
| Telephone                             | 339                      |
| Waste Removal                         | 253                      |
| Insurance                             | 600                      |
| Equipment costs                       | 1,064                    |
| Fines                                 | 400                      |
| Offsted                               | 50                       |
| School & Sportswear                   | 348                      |
| Sundries                              | 810                      |
| <b>Total Expenditure</b>              | <b><u>50,684</u></b>     |
| <br>Excess or Income over expenditure | <br><b><u>16,889</u></b> |

**Balance sheet as at 31/3/21**

|                                   | <b>£</b>                 |
|-----------------------------------|--------------------------|
| <b><u>Assets</u></b>              |                          |
| Cash at Bank                      | 39,748                   |
| Petty cash                        | 62                       |
| <br>Total Assets                  | <br><b><u>39,810</u></b> |
| <br><b>Capital &amp; Reserves</b> |                          |
| <br>Balance b/fwd                 | <br>22,921               |
| Excess in current year            | 16,889                   |
| <br>Reserves c/fwd                | <br><b><u>39,810</u></b> |

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