



Play, Learn and Grow Together – Our Passion is Their Future

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Ofsted No: 2548280

Charity No: 1036697

Annual Report 2022-2023

The year 2022-2023 was another year of changes and challenges as we alluded to at our AGM last year. A lot of strategic decisions had to be taken during this year in order for the pre-school to be sustainable for the current year and also for the future. The Committee worked hard together, and with Norfolk County Council on a business plan that would allow St. Helen's Pre-School to grow, extend their provision and be financially sustainable whilst continuing to provide the high quality setting that meant we achieved such a positive OFSTED inspection in February 2022 where we were rated 'GOOD' across all areas and only one recommendation away from 'OUTSTANDING', which was testament to the team, both staff and committee, that we have at St. Helen's, a team that as Chair of the Committee I have been proud to be part of over the last ten years.

In February 2023 we made the difficult decision to cancel all staff non-contact time with children and transfer these hours to enable them to work over the summer for our summer club in order to save money but also generate revenue from the summer club. We temporarily put a hold on investing into the pre-school – both the environment and CPD and the most significant decision for both staff and parents was the decision to provide 48 week childcare with effect from September 2023.

The difficult decisions we took meant that for the year ending August 2023 we are able to report a small surplus of £9,569.58. This is a positive result for the pre-school and together with the change in our operational model means that we moved forward into the new financial year moving in the positive direction and with continued good management should be sustainable and able to grow going forward.

No words can express enough how truly grateful I am to those who served on the Committee – Jodie Marr, Kerry Woodrow, Lisa Burnett, Samantha Goodall, Sarah Woodall, Shereen Bragg and Stuart Beard who each have their own responsibilities as Fundraisers, Treasurer, Safer Recruitment and Staff Morale as well as Jane Pears as Manager, Teresa Squires as Administrator and all our team of childcare professionals from leads, to key persons, through to our volunteers who all go above and beyond as they not only work in setting on a day to day basis but also often complete work, outside of hours and at home, to plan activities and complete their learning journeys recording all the progress children make under our care and also provide cover at short notice. They have all adapted so well and willingly to the changes this last year and continue to bring the same passion and are working towards one common goal of providing the best setting and provision we can to encourage and enable children to 'Play, Learn and Grow together'.

Thank you also to all Parents and Children for your contribution to making St. Helen's Pre-School what it is – the children for giving the staff moments that make them smile, moments to recognise their amazing achievements as they play, learn and grow in the care of their key person and other staff and Parents for your support throughout the year, baking, raising money and so many other things along with those words of thanks and appreciation that you often pass on to the team which mean so much to us all.

There are always opportunities for Parents/Carers of children within the setting to join our Committee – you don't have to have a particular skillset, just a desire to be part of a team committed to supporting the work of the Pre-school and the team.

St. Helen's Pre-School Committee

4 June 2024

St Helen's Pre-School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, students and volunteers to share this commitment.

St. Helen's Pre-School
Registered Charity Number: 1036697

Accounts summary 11 August 2022 to 10 August 2023

Receipts	£	Payments	£
Government funding	166,093	Staff salaries	165,349
Fundraising	1,332	HMRC	9,155
Child fees/childcare vouchers	39,301	Payroll costs	1,715
Cash deposits	1,536	Pension	9,830
Donations	500	ESPO resources	2,802
Interest	10	Training	145
Petty cash income	1,568	Refunds	-
Red tin	2,791	Telephone	1,201
Refunds	1	Professional fees	581
		Insurance	479
		Parenta group	937
		Uniform	920
		Cleaning supplies	948
		Photocopier	1,385
		DBS	-
		Sundry expenses	124
		Petty cash expenditure	1,468
		Marketing	240
		Consumables	2,016
		Red tin	4,266
	213,131	Total payments	203,562
Profit for the year	(9,570)		
Total receipts	203,562		203,562
Reconciliation			
At 11.08.22			
Current account	24,402		
Deposit account	19,769		
Cash account	1,696		
Add : profit for the year	9,570		
Reserves at 10.08.23	55,437		
Represented by			
Current account	35,337		
Deposit account	19,780		
Cash account	321		
	55,437		

Approved by the trustees on 4 June.....2024



Mr P Burnett

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF ST HELEN'S PRE- SCHOOL
FOR THE YEAR ENDED
10 AUGUST 2023**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Our examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with our examination, no matter has come to our attention (other than that disclosed below):

- (1) which gives us reasonable cause to believe that in, any material respect, the requirements:
- to keep accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;
- or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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Date: 14 JUNE 2024