

Annual Trustees Report – Review of Academic Year 2021 - 2022

Autumn Term 2021

Numbers: we had just 21 children remain with us post July. We had 8 new starters over the whole of the Autumn term. By the end of the term we had 12 over 3's of which all were claiming Universal funding except 1 who claimed only Extended Entitlement funding; 6 children accessed the Extended Entitlement with a further 2 paying for extra hours attended. Of those claiming the Extended Entitlement 3 children claimed the maximum 30 hours in total.

We had 17 children aged two years; 9 paid fees except and 8 children claimed the two year old funding (two of whom paid for extra hours over the allocated 15 hours of funding).

By the end of the Autumn term we had 29 children registered with us.

Throughout the Autumn term and the whole of the academic year we remained open but adhered to all covid secure requirements as laid down by the Department of Education and Derbyshire County Council. As such parents were not allowed inside the building during drop off and collection. As restrictions were eased we introduced our 'Parents to Pre-School Day' on Wednesday 10th November offering a morning and an afternoon timed slot for parents to visit their child at pre-school and talk to staff. This was only open to parents of those children actually attending on the particular date, with a further four dates offered throughout the academic year for the remaining days of the week.

Due to the ongoing Covid implications, along with low numbers registered we decided not to host any in-person fundraising events for the Autumn term. However we were able to raise funds through a Christmas Party Week (£57.50), Halloween Fun Week (£103.50), Christmas Raffle (held 'virtually') & Santa Letters (£356.25).

We decided that despite the ever changing Covid situation that we would host our annual Christmas concert for the first time in two years and for the first time in our new premises. We raised a further £71.50 from this event.

Having been chosen as a local cause through the Co-op Community Fund scheme we received our second and final payment of £1281.28 making a grand total of £2295.92. This is to be used to a new flooring for the building and we started the planning process with our landlords (3rd Sandiacre Scouts & Guides) as further funds will be needed for the completion of this project.

We also received a grant from Erewash Borough Council for £833; this was used to purchase three new ipads and covers to enable the staff to complete their child assessments quicker, easier and with a higher quality camera.

We had also set-up a Crowdfunder at the end of the previous term to off-set the lack of fundraising opportunities. This raised £505.70.

We also attended Long Eaton Carnival to promote the pre-school but also managed to raise £234.65.

Despite a few children, or their family members, testing positive for Covid we were able to remain open for the complete Autumn term.

Spring Term 2022

Numbers: Moving into the Spring term we increased our 3 & 4 year old funded children to 18 of which 16 claimed the Universal Funding, 1 claimed the Extended Entitlement only and 1 paid fees choosing to claim the funding elsewhere; 8 claimed the extended entitlement, of which 4 claimed the full 30 hours. 1 child paid for extra hours beyond their Universal funding

We had 15 children aged two years; 11 who paid fees and 4 children who were eligible for the two year old funding.

By the end of the Spring term we had 32 children registered with us.

We were happy to welcome back Jon, the community champion from Asda Long Eaton, back into pre-school and he ran a number of special activities to complement our topic planning. Jon also very kindly donated tubes of Smarties for part of our Easter fundraising activities. The tubes were sent home and parents were asked to return them filled with coins.

We held an Easter fun week which included a raffle held 'virtually' and raised £361.

Summer Term 2022

Returning after the Easter break we had one child leave to join a school nursery and three others due to a house move. But the first couple of weeks saw an influx of new starters; 8 of which three were two year olds and the remainder aged 3 & 4 years.

We started the term with; 23 children aged 3 & 4 years of whom 22 claimed funding and of these 11 claimed the extra extended funding with 6 claiming the full 30 hours. Two children paid for extra sessions over the universal 15 hours funding. We also had 14 children aged two years of which 4 were in receipt of the two year old funding.

By the end of May our Early Years Manager, after over 20 years involvement with pre-school, stepped down. She has remained involved with pre-school taking on the role of Chairperson at our AGM held on 12th May 2022. Our deputy manager took over the manager role assisted by a new member of staff along with the promotion of one of our practitioners to the deputy role.

During this term we also held our annual sponsored bounce event which generated £686.50. We had a cake sale (£27.60) and invited children to join in our Jubilee celebrations which through donations raised us a further £31.

We have attended local community open days as a means to advertise our services and reach other local families. This was in addition to our attendance at the Long Eaton carnival, which generated more fundraising; £216.60. In an attempt to also increase our community presence we held a table top sale and advertised the event locally, this raised a further £140.30.

We were able this year to hold a concert for our school leavers at the end of the summer term along with a leavers party. This year we invited a photographer into Pre-school to trial graduation photographs for these children too. All children received an end of year update/assessment and all parents were invited to download their child's journal from Tapestry.

This year we negotiated an arrangement with the landlord of our premises, by which they agreed to make payments to us for the cleaning of the premises. This generated some extra income for us (£480).

In June, we were visited by Ofsted for our inspection and were given a rating of good.

As the academic year came to a close, we started to think of ways in which we could further advertise Pre-school and decided on holding some 'parent and toddler' sessions during the summer holidays. To help with the cost of this, we were granted some community funding, to the sum of £100. We used this money to purchase additional resources to facilitate these sessions happening.

Projects for 2022/2023

Our aim is to ensure we can continue to operate financially in the upcoming year. We intend to become involved with the local community meetings to further develop our community links as a means to attract a wider audience. The concern for the next academic year is that we have no children currently on our waiting list and so we need to try all we can to promote pre-school.

FULL YEAR
1/8/21 - 31/7/22

Receipts

DCC Funding	74335.14
Fees	20477.85
Essential Supplies	2968.50
Co-op Community Fund	1281.28
Donations	13.50
Cake Sales	49.10
Cleaning- Scouts	480.00
Erewash Borough Grant	833.00
Amazon Smile	37.20
Easy Fundraising	58.32
Just Giving - Crowdfunder	505.70
Book Week	24.00
Jubilee week	31.00
Smarties	88.12
Sponsored bounce	686.50
Play day	35.50
Table top sale	140.30
Erewash community funding	100.00
General Expenses	
Uniform Sales	568.50
Xmas Art - All My Own Work	
Party Weeks	
Xmas Play	71.50
Xmas Party Week	87.50
Xmas Fundraising	327.00
Summer Fayre	
Easter Fundraiser	366.70
Halloween Week	103.50
Santa Letters	30.00
Sponsored Bounce	
Long Eaton Carnival	534.25
Bank Interest	27.44
	£104,261.40

Opening Accounts

CAF A/C	£7,252.58
CAF Saving A/C	£44,270.69
Cash	£944.14

£156,728.81

Payments

Wages	79271.85
HMRC Tax & NI	8312.65
NEST Pensions	6228.76
Rent	5898.00
Refreshments	382.60
Cleaning Materials	49.05
Creative Resources	3.00
Stationery	237.64
Toys	194.31
Phone	121.95
Internet	514.88
Photocopier Rental & Toner	360.00
Refuse collection	386.88
Ofsted Annual Fee	35.00
Teachers 2 Parents Text	294.00
EYA Insurance	1338.75
Lotteries Licence	20.00
Toiletries	336.76
Tapestry Renewal	213.60
Pest Control	186.00
Outdoor Resources & Maintenance	78.72
General Expenses	1859.11
Uniform Stock	726.08
Xmas Art - All My Own Work	
Party Weeks	
Xmas Play	
Xmas Party Week	30.00
Xmas Fundraising	
Summer Fayre	
Easter Fundraiser	5.00
Halloween Week	
Santa Letters	0.75
Citron Hygiene	179.86
ICO Renewal	35.00
Sponsored Bounce	
Long Eaton Carnival	119.00
Bank Charges	96.00
	£107,515.20

Closing Accounts

CAF A/C	£7,724.14
CAF Saving A/C	£41,297.61
Cash	£191.86

£156,728.81

I have prepared the above accounts from the books, bank statements and information available to me. These are correct and in accordance herewith.

Nikki Vincent
19th July 2022

Independent Examiner's report to the Trustees of Springfield Pre-School

I report on the accounts of the trust for the year ended 31st July 2021, set out on the enclosed pages.

Respective responsibilities of trustees and examiner

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the general directions given by the commission under section 145(5)(b) of the 2011 Act
- To state whether particular matters have come to my attention

Basis of Independent examiner's report

My examination was carried out in accordance with the 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 you as 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Name: Helen Peberdy

(Relevant Professional Qualification or Body if any):

Address: 12 VINE CRESCENT, SANDIACRE, NOTTINGHAM, NG10 5BZ

Date: 14.3.2023

Signed: 