

Charity Number 1049558



LADYBIRDS PRE-SCHOOL ANNUAL REPORT & ACCOUNTS

FOR FINANCIAL PERIOD ENDED 31 MARCH 2021 CHARITY NAME

Ladybirds Pre-School

REGISTERED CHARITY NUMBER

1049558

CHARITY'S PRINCIPAL ADDRESS

Church Road  
Canterbury  
CT3 1XS

01227 728388

**WEB ADDRESS**

www.ladybirdspre-school.com

**Email**

ladybirdspreschool@yahoo.co.uk

**BOARD OF TRUSTEES**

Vivienne Spratt MBE	Chairman and Trustee
Emma Wilson	Treasurer
Elaine Long	Secretary
Sarah Maguire	General Member
Carol Childs	General Member
Victoria Birt	General Member
Emma Jane Coakley	General Member

**BANKERS**

CAF Bank Ltd  
25 Kings Hill Avenue,  
Kings Hill,  
West Malling, Kent  
ME19 4JQ

**INDEPENDENT EXAMINER**

Sandra Tappenden

**STRUCTURE, GOVERNANCE AND MANAGEMT**

Ladybirds Pre-School is incorporated under the Pre-School Learning Alliance

Ladybirds Pre-School is a registered charity (No 1049558) and is a non-profit, committee-run community pre-school offering pre-school education for children age 2 to school age.

The charity consists of 6 Board of Trustees.

#### Policies and Procedures

Refer to current Ladybirds Pre-school Policies and Procedures found at:  
<http://www.ladybirdspre-school.com/policies.html>

The Pre-school has a Child Protection Policy in place. DBS criminal record checks are carried out prior to commencement of employment, trusteeship or other voluntary work with the Pre-school.

All trustees give their time as volunteers and receive no remuneration or other benefits for duties fulfilled as part of their trustee role.

#### **OBJECTIVES AND ACTIVITIES**

Ladybirds Pre-school works for the public benefit, having as its objects the development and education of children and young people in particular by:

- (1) promoting their care and safety;
- (2) promoting their education and promoting parental involvement;
- (3) promoting their health and wellbeing;
- (4) providing services to support them and their families and carers;
- (5) providing services to individuals holding membership of the CIO; and
- (6) furthering the aims of the Pre-school Learning Alliance

Ladybirds Pre-school is an integral part of the community, and we work hard to strengthen links with other local organisations and facilities. We aim to offer a strong grounding for our children below compulsory school age and to assist them in developing their own identities.

The pre-school aims to provide affordable and accessible childcare to pre-school aged children (age 2 – statutory school age), in a safe and supportive environment and to work in partnership with parents in the provision of this.

The Pre-school owns one building situated on land at Littlebourne Church of England School and also rents a second building at the same site. Sessions run concurrently at both sites, where qualified and friendly staff provide stimulating and creative play, which enables learning to take place in a fun and secure environment.

The Pre-school is open Monday to Friday during term time, providing sessional day care in a caring and learning environment. Children are cared for by qualified, paid staff that have shown great dedication and commitment to the Pre-school. The Preschool actively encourages parental involvement in the management of the Preschool and the development of their children, both within the setting and at home.

We look upon the Pre-school as the first stepping-stone to school and school life.

The daily routine includes a variety of activities that follow the Early Years Foundation Stage Framework taking in to consideration each individual child's preferences and needs.

A great contribution is made by Committee members and parent volunteers, along with staff commitment outside their paid working hours.

### **ACHIEVEMENTS AND PERFORMANCE**

Ladybirds Pre-school has made the best of a difficult year. Along with the rest of the country Ladybirds went in to lock down in March 2020 and staff remained on furlough until June. In June staff and a small number of children returned to Ladybirds and worked in small groups with the same staff and children to keep children and staff as safe as possible. The Pre-school is very fortunate to have a dedicated staff team and board of trustees. The Pre-school is a highly valued part of the local community with an excellent reputation.

Fundraising has been non-existent this year due to covid restrictions and our usual big fundraisers such as sports day being cancelled.

### **Training**

Staff have continued their professional development by attending a variety of courses via Zoom and towards the end of the year first aid training managed appropriately. This has included Safeguarding, supervision and appraisal, Hygiene and safety, Effective transition and emotional well-being, supporting early language development, prevent duty, characteristics of effective learning, speech, language and communication and introduction to yoga with young children.

### **Allotment**

We are continuing to use our allotment and the children spend many hours looking after fruit and vegetable plants and tending to the pre-school chickens. Which has been invaluable for children's development and learning. This has been a fabulous and worthwhile area to use during the pandemic allowing children to continue to learn whilst staying safe in the outdoors.

The Pre School is trying to encourage more parents to become involved in this venture so that the work can be shared. The allotment committee continue to support the staff and children with growing vegetable and fruit supporting them and offering advice and tips

### **Chickens**

The chickens are still popular members of the group. The children take pride in feeding them, cleaning them out and collecting their eggs to then use for baking and scrambled eggs for snack.

### **Parent Visits**

Unfortunately the pre-school hasn't been able to invite parents and families into the setting due to Covid19 but this is something we are looking forward to reinstating as soon as it is safe.

### **Fundraising**

We look forward to our fundraising activities next year as due to Covid, all our events were cancelled

### **School Links**

The Pre School has continued to strengthen its beneficial links with Littlebourne Primary School. The school will often allow the Pre School use of its facilities, including the hall, playing fields and library. This continued alliance is greatly beneficial to the Pre School and staff and parents alike will aim to ensure this continues.

### **BENEFITS TO THE COMMUNITY**

Ladybirds Pre-school has been educating children and benefitting the community of Littlebourne and the surrounding villages since 1992. We welcome all children in the local community from every background. Our work with children from 2 years to school age means we help children learn and develop important social skills they will take with them into school and beyond. We lay important foundations in skills such as sharing, teamwork, communication and language development, and conflict resolution. All of these accumulated skills enable our children to become well-rounded and responsible members of the local community and school.

### **IMPROVEMENTS AND FUTURE DEVELOPMENT**

We aim to ensure the financial stability for the future of the Pre-school, whilst improving upon the facilities and resources we provide for the children and their families. We aim to build upon relationship with parents and their continued involvement in their children's learning and development.

The Pre School has implemented a more efficient way of collecting fees, with the aim being that the majority of fees are collected via BACS payments. Unfortunately, this is something that has caused problems for the Pre School in the past, and with support of the committee members, the Pre School has taken a tougher line on unpaid fees. This has resulted in the majority of the fees paid in full and on time.

The Board of Trustees is looking forward to supporting the setting through another successful year next year.

### **FINANCIAL REVIEW**

The Pre School has made a small financial loss of £454.19 on a turnover of 131,028.72. This was due to the lack of fundraising this year due to Covid19 and the lack of paying children whilst we were in lock down and the following months after when parents chose to keep their children at home.

We are also in the middle of completing a new lease for the land this means our collection of rent has been frozen until completion when the outstanding rent will need to be paid in full.

The majority of the Pre-school funding is met by government funding. Further funding comes through sessional fees. We also raise funds through various fundraising activities. Our expenditure has fully supported our key objectives to provide a quality, safe and stimulating environment for the children to learn through play. The main expenditure has included staff wages, rent and insurance and utilities and this year especially protective clothing, masks and extra cleaning and sterilising materials, maintenance, as well as new equipment and training costs.

#### DECLARATION

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Vivienne Spratt

*V.N Spratt*

Full name(s)

Mrs Vivienne Spatt (MBE)

Position (e.g. Secretary, Chair, etc)

Chairperson

Date 17.12.21

Littlebourne Ladybirds Pre-school

Income and Expenditure Account as at 31/03/2021

		£	£
Income	Fees	13,900.45	
	KCC Fees	109,591.95	
	Donations	500.00	
	Fund Raising	0.00	
	Training Reimbursement	860.00	
	Bank Interest	0.00	
	Misc Income	52.00	
	Furlough Scheme Reinbursement	6,124.32	
			131,028.72
Expenditure	Wages	102,237.29	
	Employer Pension Contributions	6,934.76	
	Office Equipment - Stationary	2,783.42	
	Equipment	0.00	
	Activities	1,997.35	
	Transfer for Rent	4,000.00	
	Rent & Insurance	1,190.42	
	Utilities & Maintenance	7,536.90	
	Catering	3,538.69	
	Fund raising	0.00	
	Gifts & Presents	50.00	
	Advertising	205.08	
	Training	840.00	
	Bank Charges	69.00	
	Miscellaneous	100.00	
			131,482.91
Net Income/(Expenditure)			(454.19)



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Littlebourne Ladybirds Pre-school

On accounts for the year  
ended

2021

Charity no  
(if any)

1049558

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05 / 04 / 2020.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

14/12/2021

Name:

Mrs Sandra Tappenden

Relevant professional  
qualification(s) or body  
(if any):