



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
Shurdington Pre-School

On accounts for the year
ended

31 July 2022

Charity no
(if any)

1053167

Set out on pages

4-8

(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 **31 / 07 / 2022**.

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:

Daniel Gregory

Date:

29/11/22

Name:

Daniel Gregory

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

Part Qualified ACCA

Address:

Barn House

Calcot, Cheltenham

Glos, GL54 3JZ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Shurdington Pre-School



Legal and Administrative Information

Trustees

(Committee): Chair & Safeguarding Champion – Lauren Morgan
Treasurer – Nick Stone
Secretary – Rachel Green
Committee Member – Emma Williams
Committee Member – Lucy Robinson-Clark
Committee Member – Lauren Jones

Staff: Manager, DSL & Shared SENDCO – Kelly Clifford
Deputy Manager & Deputy DSL – Flo Meadows
Butterfly Room Lead - Dot Poole-Jones
Caterpillar Room Lead – Currently Recruiting
Early Years Educator, Health & Safety & Shared SENDCO - Penny Baker
Early Years Educator – Jemma Hole
Administrator - Nicola Jasper
Relief Early Years Educator - Lynn Moore
Relief Early Years Educator – Lynn Bilas
Relief Early Years Educator – Currently Recruiting
Early Years Apprentice – Alura Diemer

Charity Number 1053167

Principal Address Millennium Hall, Bishop Road, Shurdington, Cheltenham, GL51 4TB

Bankers Nat West Bank, 21 The Promenade, Cheltenham

Annual Report

Objectives and activities for the public benefit

The Pre-School's objectives are:

- To provide high quality, affordable learning and development opportunities to children of Pre-school age living within the local community and the surrounding area.
- To offer support, advice and guidance to Parents and Carer's with children of Pre-School age and create an enabling environment in which they can share in their child's development.
- To fulfil our Mission Statement:

Shurdington Pre-School aims to offer each child an enriched learning experience through play. We will do this by providing them with a nurturing, holistic and fun environment. Each child and their family will be supported as we encourage all of our children, irrespective of need, to reach their full potential.

MAIN OBJECTIVES FOR 2021-2022

Shurdington Pre-School had the following objectives in 2021-2022:

1. Secure a strong Committee to continue the growth and success of Pre-School:

The Committee have supported the Pre-School Team effectively due to staffing changes we have had throughout the past year. We have managed to work together to ensure the setting remained open to serve the local community throughout staff turnaround and recruitment challenges.

2. Implement a new Marketing Plan that can then be used to promote the Pre-School to a wider audience and continue to monitor the distance travelled by current families in order to assist with marketing.

Unfortunately this task was not achieved however we have stripped back our Facebook Page ready to use, edited our Website to be current with as much useful information as we can and updated all our adverts online.

3. The Website has been updated and we aim to regularly update the information by increasing the number of editors to keep it current and engaging.

This is currently undertaken by a member of Staff to keep the information consistent and we are trying to keep it as up to date as possible regarding staffing, newsletters, term dates, policies, registration packs etc.

4. Continue to nurture our strong relationship with Shurdington Primary School and our joint moderations to ensure the usual high standard of transition handover. It

has been extremely useful for us to see how well Pre-School children compare to children from other settings attending Shurdington Primary.

We have still maintained the same bond with Shurdington Primary and we will look at enhancing this going forward to see what other ways we can help the children transition to School other than the current methods we use.

5. To continue to use Tapestry successfully and maximize the use of all facilities available with it. This will ensure easier collection of data, less time consuming record keeping for staff and improved communication with Parents.

Tapestry has been used consistently throughout the year but we have not had the extra time needed to learn the new features but we will schedule this in going forward.

6. To continue to value staff and invest in them, fulfilling their individual training needs and enhancing our provision.

This year we have focused on compulsory training as we prioritised that current and new staff were fully compliant with the basic training required to carry out their job effectively.

7. To maintain our financial security by building up a reserve, increase streams of other income and controlling costs as much as possible.

As we have made a profit this year in comparison to last year we have increased the reserve and our currently reviewing the use of memberships to see if we cut any expenses in the future.

8. To streamline admin systems & processes to become more efficient.

Admin has been improved between the staff changes to make it more effective and will continue to be a priority.

9. To maintain our “Outstanding” Status.

This year we were very disappointed to be given a “requires improvement” by Ofsted. If you have had the opportunity to read the report you will see it acknowledges the good quality of care and practice the staff provide, however the leadership and management are expected to ensure more effective paperwork systems and reporting systems are in place. This has been a huge priority for us and we want to assure Parents that we remain committed to working hard to achieve Outstanding again in the future.

Pre-School Provision and Staffing

- 1. We have 14 Butterfly children and 12 Caterpillar children. However, in January, we have 6 new Caterpillars starting with us which will take us to 17 Caterpillars as 1 child is leaving. We are at 65% capacity now and we will be at 80% after Christmas.*
- 2. We currently have 72 sessions in Butterflies and 7 in Caterpillars available, however we have 10 sessions allocated for January in Butterflies and 32 in Caterpillars as an extra member of staff has been added to allow maximum capacity. This will leave 62 Butterfly sessions and 1 in Caterpillars.*
- 3. This academic year we have taken on new staff including our Apprentice Alura Diemer who is supporting our children and being mentored through the local College to achieve her qualification with us. Also we have recruited Jemma Hole as an Early Years Educator that assists our Butterflies and Lynn Bilas has joined us to help our Caterpillars as Relief.*
- 4. We have seen existing staff changes with Tess Engelbrecht the Previous Playleader leaving and Sam Butterick our Deputy Playleader & Sendco who has recently left and will be missed by us all. Nicola Jasper has stepped down as Manager to return to Administrator, Kelly Clifford has been promoted to Manager, DSL & SENDCO. Also Flo has been promoted to Deputy Manager & Deputy DSL and Penny Baker will be sharing SENDCO. We are currently recruiting for Caterpillar Room Lead and a Relief Member.*
- 5. This year we have also taken part in the Early Years Intervention Programme and we have just started being mentored by the Early Years Covid-19 Recovery Programme set up by the Council to support children within the setting with particular needs resulting from the impact of the pandemic.*

Financial Review

- 1. 2021-22 was another strong year for Shurdington Pre-School. Having navigated through the COVID-19 pandemic, the Pre-School witnessed a strong increase in new joiners. In the financial year ending 31 July 2022, the Pre-School made a profit of £4,993.*
- 2. Both government and private fees increased significantly in the financial year 2021-22, and a reflection of the hard work the team have put in around the marketing of the Pre-School.*
- 3. Expenses also increased, in part due to increased staffing levels required for the number of children enrolled, and in part due to a pay increase made in April-2022.*
- 4. It is worth reiterating that as a charity the aim of the Pre-School is not to build up a significant profits or losses. As a result of the profit made in the previous year, funds will be set aside to allow for the investment to be made in the purchase of new resources and equipment.*

Annual Accounts

Shurdington Pre-School, Year Ending 31 July 2022

	Aug-20 to Jul-21	Aug-21 to Jul-22	% Change
INCOME			
Funded Child Fees	£68,075	£96,890	42%
Private Child Fees	£16,768	£18,112	8%
Fundraising	£315	£59	-81%
Total Income	£85,159	£115,061	35%
EXPENDITURE			
Wages	£77,441	£92,948	20%
Tax & NI	£429	£3,915	813%
Training	£730	£1,135	56%
Premises (Rent)	£2,351	£2,649	13%
Subscriptions	£256	£1,313	413%
Insurance	£938	£975	4%
Administration	£617	£683	11%
Consumables	£4,432	£2,215	-50%
Equipment	£1,079	£1,990	0%
Other costs	£361	£1,946	438%
Uniform	£0	£300	-
Total Expenses	£88,633	£110,068	24%
Surplus/Deficit	-£3,474	£4,993	

Plans for the Future

Shurdington Pre-School has the following objectives in 2022-23:

1. *Maintain our Committee with an effective handover from one member to another as people step down or sign up.*
2. *Aim to achieve a Good or Outstanding Ofsted on our next inspection.*
3. *Allocate time to learn new features of Tapestry that are available to us.*
4. *Be able to offer extra training to staff to improve their CPD and therefore benefit the children.*
5. *Encourage more Parents and Carer's to sign up to Parent Rota to improve the partnership between Parents and Staff.*