

REGISTERED COMPANY NUMBER: 03375306
REGISTERED CHARITY NUMBER: 1063463

KINGS HEATH PLAYCARE

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended**

31st August 2023

KINGS HEATH PLAYCARE
Contents of the Financial Statements

YEAR ENDED 31 AUGUST 2023

CONTENTS	PAGE
Report of the Trustees	1 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 to 14
Detailed Statement of Financial Activities	15

**Kings Heath Playcare
Chair's Annual Report for AGM
Covering September 2022 - August 2023**

Chair's Report – prepared by collaboration of Scheme Manager and Trustees, Chair is currently vacant

We are delighted to once again be able to host to another AGM this year in November 2023. This Chair's reports covers the information we would like to share with families and interested parties covering the period September 2022- August 2023.

Kings Heath Playcare is a provision for wraparound childcare for Kings Heath Primary School term time and for city wide access of holiday childcare provision. Registered charity 1063463 and a company registered in England and Wales 3375306.

Current trustees 2022/23:

Chair, vacant

Treasurer, Leanne Tattum

Hannah-Mae Bridger

Julian Jarvis

Emily West

William Bradlow

Matthew Jones

Courtney Campbell

**Kings Heath Playcare
Chair's Annual Report for AGM
Covering September 2022 - August 2023**

Staffing

We would like to say thank you to all the staff including our Manager, Jo Hill, for all their incredible hard work and dedication in providing a safe and enjoyable environment for the children at scheme throughout the 2022 - 2023 school year and all that involved and for providing care before and after school, and also holiday club.

This year has been a busy one with changes in its organisational structure, saying goodbye to staff and recruiting new staff along the way.

Current staffing

- 24 members of staff – varying hours
- 1 manager
- 2 coordinators (then reducing to 1 coordinator as of January 2023)
- 15 play workers
- 6 bank staff

Recruitment

- Due to our movements in staff with 2 long term staff members leaving with plans of moving to warmer climates, we have recruited 2 new staff covering on the infants and juniors site. We have also recruited a further support worker in a bank position.

Training

- Staff carried out training in the fields of Pediatric First aid, Child protection & safeguarding, Health & safety, further Allergy awareness, Autism and ADHD, changes with EYFS, Compliance training and many others accessed via our Noodle Now online training provider.

**Kings Heath Playcare
Chair's Annual Report for AGM
Covering September 2022 - August 2023**

Trustees

We have welcomed three new Trustees this year, Matthew Jones, Courtney Campbell and William Bradlow. Dan Moore has left the Trustees after more than three years of support, and we thank him for all his efforts.

Recruiting new Trustees over the years has been challenging. We are in need of more trustees to ensure that Playcare can provide quality childcare and continue to run. The more parents who can join us and commit to Playcare, the lighter the load for us all and the more balanced our consensus decision can be.

As a group we believe that the Chair of the Board of Trustees is required to have professional experience of an education or childcare setting, to be able to advise Playcare with an informed view. The current cohort of trustees do not have this experience, however we anticipate welcoming a new Trustee with the relevant experience in Autumn 2023. Our current interim chair is from a medical background.

Your support is vital for Playcare to operate speak to any of us at the AGM or contact us or Jo Hill Scheme manager if you are interested in joining our board or would like further information. Your support is vital for Playcare to operate.

We continue to work with school on an ongoing basis, with Mark Court and Adrian Broadbelt as key contacts, as well as with staff at the Community Centre. We thank them for their ongoing support.

**Kings Heath Playcare
Chair's Annual Report for AGM
Covering September 2022 - August 2023**

Term time and holiday usage

In term time most places are full, and some sessions have waiting lists.

Term time Usage for 2022/ 2023

We offer places to children in all year groups. The Infants operate from the school site including rooms in the house, the school halls and playgrounds. The Junior children meet in the mornings in the large school hall and they walk to the Community Centre in the afternoons Monday to Thursday. On Friday all children are accommodated at the school site.

Current provision numbers, for Sep 22 – Aug 23, are per day 95 places in the mornings and 120 places in the afternoon each split over seven pods. We have waiting lists for certain year groups throughout the year and do our best to reduce these on an ongoing basis.

Note: for Sep 23 – Aug 24 we anticipate increasing to 96 places in the mornings and 130 in the afternoon again each split over seven pods.

Holiday usage

Holiday provision continues to be popular, we offer have 40 Full Day places and the daily cost continues to be competitive with other holiday clubs in the local area. We welcome children from across the city, and have seen significant uptake from the wider south Birmingham area, with many children who attend several holiday sessions throughout the year. We are pleased to be able to open Playcare throughout the summer once again, after two years when the school site itself was closed for two weeks during the holidays. We received feedback with parents being pleased with our continued delivery of provision throughout the whole of the summer as this assisted working parents greatly and provided transition sessions for new children joining our provision in readiness of school in September.

Community Centre

The future of the Community Centre seems a lot more positive with more groups accessing and hiring it there seems to be more stability around its future.

Jo has met with the management at the Community Centre where issues of concern were addressed. These included heating, internal and external lighting. Additionally, we discussed safety and access to the Centre during session times.

Kings Heath Playcare
Chair's Annual Report for AGM
Covering September 2022 - August 2023

Safeguarding and Ofsted

Safeguarding continues to be our main priority and is always on the trustee's agenda and the agenda when meeting with Jo or the coordinators. We take our role in safeguarding all the children who use Playcare as paramount to the service we offer.

We are registered and inspected by Ofsted and information about this, including the full Ofsted report of our most recent inspection in July 2021 and 'Met' status, can be found on the scheme website.

Designated Safeguarding Leads

We had 3 DSLs with this being reduced to 2 when one of our coordinators left. Their training is updated periodically with further training being cascaded by the DSL's to the staff to the team. Safeguarding being paramount in our setting has led to it being a weekly agenda item at full staff team meetings with concerns being recorded and acted upon in line with legislation and guidance.

Risk assessments

As part of ensuring the safety of all our children, we ask staff to share risk assessments with us periodically and to share information about how these are updated annually. Staff routinely complete risk assessments, these too are discussed at team meetings.

Parent communication

The website continues to be a key information point for our parents and families with all documentation regarding scheme made available here. We also use email to share our newsletter, key updates and managing place allocation via emails and our website.

Policy update

Policies have continued to be updated this year, with adaptation as required. As a board of trustees, it is our role to support Jo as scheme manager to create, review and implement scheme policies. Policies are developed in collaboration with both the school and the Community Centre's policies and procedures.

**Kings Heath Playcare
Chair's Annual Report for AGM
Covering September 2022 - August 2023**

Finances

Leanne Tattum is our treasurer. Playcare also have a bookkeeper, Sally Wainwright, in place to support the day-to-day management of parent balances, manage payments and cashflow in partnership with the Scheme Manager.

All staff received a 6% pay rise in light of the current economic climate, along with a small Christmas bonus.

In light of the increasing cost of living and on-going economic challenges, the academic year 2022/23 funds were increased to both the infant and junior provision for sourcing food and activities.

To accommodate increasing costs, we increased fees to cover financial obligations of increases in rent, food cost and staff wages for the academic year 2022/23. Morning sessions increased to £4.60, afternoon sessions increased to £11.20, combined fees for both sessions to £14.00.

We understand the impact that increasing fees can have on scheme users, we took the increase of fees into careful consideration. This enables us to ensure staff were fairly remunerated and sufficient funds were available for healthy snacks alongside activities for the children in our care, whilst also safeguarding the future of scheme we have had to make these increases.

GDPR – General Data Protection Regulation

We have a policy which covers all issues around GDPR. Staff have worked hard on ensuring that Playcare is compliant with the regulations. Emily West is our link trustee and we thank her for her support in this.

**Kings Heath Playcare
Chair's Annual Report for AGM
Covering September 2022 - August 2023**

In the next 12 months

We look forward to another successful year for Playcare, accommodating the families of KHPS during term time and continuing to offer competitively priced holiday care for families from the wider area.

In addition to this, we will continue our use of Noodle Now, the online training subscription provision for staff. Topics we anticipate covering are;

- Children's Mental Health, Children experiencing Bereavement, Understanding Children's Emotions, Working in Partnership with Parents, Staff Mental Health.
- Changes in the Early Years Foundation Stage, Encouraging positive behaviour, Safeguarding & Child Protection, British Values.
- Refresher for Designated Senior Leads in Safeguarding, Health & Safety, Risk Assessment completion, Fire Safety Training.
- First Aid and Safeguarding will be carried out as part of the induction for new staff with regular update training being accessed when available and necessary.

We would like to thank you all for showing your support for Playcare and the ongoing work of the scheme

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF KINGS HEATH PLAYCARE

As the Charity Trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

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

We have completed the examination and can confirm that no material matters have come to our attention in connection with the examination which give us cause to believe that, any material respect

**** Accounting records were not kept in accordance with section 130 of the Act or

**** The accounts do not accord with the accounting records

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

Steven Phillips

S AND E ACCOUNTING

S & E ACCOUNTING

KEEPING IT SIMPLE AND EFFICIENT

28th April 2024

Kings Heath Playcare
Valentine Road
Kings Heath
Birmingham
B14 7AJ

Dear Sirs

**Re Independent Accountants Review Report for 2022 2023 Kings Heath Playcare
Charity No: 1063463**

We write to you in connection to your instruction to conduct an independent review of the financial records for the above.

As the Charity Trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

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

We have completed the examination and can confirm that no material matters have come to our attention in connection with the examination which give us cause to believe that, any material respect

**** Accounting records were not kept in accordance with section 130 of the Act or
**** The accounts do not accord with the accounting records

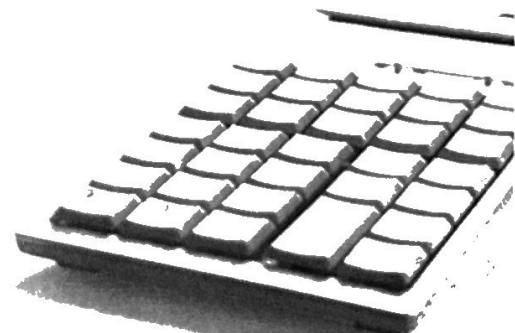
We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached

Trusting that you are happy with our service we look forward to working with you again next year, but if you do have any questions, please do not hesitate to contact us.

Yours sincerely



Steve Phillips
MAAT



**KINGS HEATH PLAYCARE
STATEMENT OF FINANCIAL ACTIVITIES**

FOR THE YEAR ENDED 31 AUGUST 2023

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	Note	£	£	2023 £	2022 £
INCOME FROM					
Fees from playcare provision		291,759		291,759	276,697
Awards and Grants					
Bank Interest Received		5		5	13
Other Income					
TOTAL INCOME		291,764		291,764	276,710
EXPENDITURE					
Charitable activities	2	288,202		288,202	269,479
Governance costs		3,492		3,492	6,800
TOTAL EXPENDITURE		291,694		291,694	276,279
NET INCOME/(EXPENDITURE)		70		70	431
Transfer between funds		-		-	-
NET MOVEMENT IN FUNDS		70		70	431
RECONCILIATION OF FUNDS					
Total funds brought forward		132,076		132,076	131,645
TOTAL FUNDS CARRIED		132,146		132,146	132,076

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

KINGS HEATH PLAYCARE
BALANCE SHEET
31st August 2023

	Notes	Unrestricted Funds	Restricted Funds	£	2023	£	2022
FIXED ASSETS							
Tangible assets	5	1,009			1,009		49
CURRENT ASSETS							
Debtors	6	5,621			5,621		10,930
Cash at bank		136,070			136,070		140,233
		141,691	-		141,691		151,163
CREDITORS: Amounts falling due within one year	7	(10,554)			(10,554)		(19,136)
NET CURRENT ASSETS		<u>131,137</u>	<u>-</u>		<u>131,137</u>		<u>132,027</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>132,146</u>	<u>-</u>		<u>132,146</u>		<u>132,076</u>
NET ASSETS		<u>132,146</u>	<u>-</u>		<u>132,146</u>		<u>132,076</u>
FUNDS OF THE CHARITY							
Unrestricted funds	9				132,146		132,076
General fund							
Restricted Funds							
TOTAL FUNDS					<u>132,146</u>		<u>132,076</u>

For the financial year ending 31 August 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

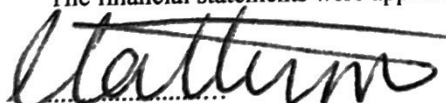
Trustees Responsibilities

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and

The trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 3rd October 2024 and were signed on its behalf by:



Ms L Tattum - Treasurer

16/5/2024

1. ACCOUNTING POLICIES

Statutory information

Kings Heath Playcare is a charitable company limited by guarantee and is incorporated in the United Kingdom (England and Wales). The registered office address and operational address is Kings Heath Primary School, Valentine Road, Kings Heath, Birmingham, B14 7AJ.

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

Income is brought into account when it is more likely than not that the economic benefit of the income will accrue to the charity.

Expenditure

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the charity to pay out resources.

Governance Costs

These are the costs associated with the general running of the charity and its strategic management, rather than the costs of its charitable activities and day to day management.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:
Computer equipment – 33.3% straight line

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Public benefit entity

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy/note.

1. ACCOUNTING POLICIES (continued)

Going concern

Based on the monetary assets and human resources available at 31 August 2023, the trustees believe that the charity is a going concern.

VAT

Since the charity is not VAT registered, all input VAT is charged with the expenses to which it refers.

Kings Heath Playcare
Notes to the financial Statements

2. EXPENDITURE ON CHARITABLE ACTIVITIES

	2023	2022
£	£	
Staff related costs	225,250	209,293
External training	2,030	1,598
Facilities	33,370	33,720
Legal, professional and other outside services	2,794	2,257
Financial and insurance	1,961	1,962
Depreciation	336	273
Supplies	10,403	9,469
Activities, trips, games and play equipment	3,785	5,480
Marketing and Website	596	294
Administration expenditure	7,677	5,133
	<u>288,202</u>	<u>269,479</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

During the year ended 31 August 2023 there were no trustee expenses (2022: Nil).

4. STAFFING COSTS

	2023	2022
£	£	
Salaries and wages	217,359	204,008
Social security costs	4,417	3,133
Employers pensions	3,474	2,152
	<u>225,250</u>	<u>209,293</u>

The average number of employees during the year was 21 (2022: 21) of which 9 were contracted all year round (2022: 9). Remaining staff are bank contracts or term time only

The charity has an Auto Enrolment Pension Scheme which opened on 1 April 2017.

5. TANGIBLE FIXED ASSETS

	Fixtures and Fittings £
COST OR VALUATION	
At 1 September 2022	827
Additions	<u>1296</u>
At 31 August 2023	<u>2123</u>
DEPRECIATION	
At 1 September 2022	778
Provided during the year	<u>336</u>
At 31 August 2023	<u>1114</u>
NET BOOK VALUE	
At 31 August 2023	<u><u>1009</u></u>
At 1 September 2022	<u>49</u>
6. DEBTORS	2023
	2022

Kings Heath Playcare
Notes to the financial Statements

	£	£
Trade Debtors - amounts owed for playcare fees	5,621	10,276
Tax and Social Security		654
Prepayments and accrued income		
	<u>5,621</u>	<u>10,930</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	529	537
Overpayments and amounts received in advance from parents	6,128	5,650
Taxation and social security	1,810	
Accruals and deferred income	2,087	12,788
Other creditors		161
	<u>10,554</u>	<u>19,136</u>

8. SHARE CAPITAL

The company is limited by guarantee and does not have any share capital.

In the event of the company being wound up the members would be required to contribute an amount not exceeding £1.

9. MOVEMENT IN FUNDS

	At 01.09.22	Net movement in funds	Transfers between funds	At 31.08.23
	£	£	£	£
Unrestricted Funds				
General fund	132,076	70		132,146
Restricted Funds				
None				
TOTAL FUNDS	<u>132,076</u>	<u>70</u>		<u>132,146</u>

Net movement in funds, included in the above are as follows:

	Incoming Resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted Funds				
General fund	291,764	(291,694)		70
Restricted Funds				
TOTAL FUNDS	<u>291,764</u>	<u>(291,694)</u>		<u>70</u>

10 CONTINGENT LIABILITIES

As at 31 August 2023 there were no contingent liabilities (2022: Nil).

11 RELATED PARTY TRANSACTIONS

Kings Heath Playcare is based at Kings Heath Primary School and takes all its term time pupils from the school. Mr M Court is the Headteacher of the school.

Kings Heath Primary School charges the charity for a share of utility and caretaking costs on a regular basis. In addition to this it charges for ad hoc hall hires, copying and equipment purchased via the school. Costs during the year were £18,771 (2022: £33,720).

Kings Heath Playcare**Detailed Statement of Financial Activities
for the Year Ended 31 August 2023**

	2023 £	2022 £
INCOME		
Incoming Resources from Charitable Activities		
Fees from playcare provision	291,759	276,697
Awards and Grants		
	<u>291,759</u>	<u>276,697</u>
Bank interest received	5	13
Other Income		
	<u></u>	<u></u>
Total incoming resources	291,764	276,710
EXPENDITURE		
Charitable activities		
Supplies	10,403	9,469
Activities, trips, games and play equipment	3,785	5,480
Salaries and Wages	217,359	204,008
Social Security Costs	4,417	3,133
Employers pensions	3,474	2,152
Staff Training	2,030	1,598
Rent and Rates	33,370	33,720
Light and heat		
Insurance	534	684
Cleaning	545	148
Repairs and Renewals	2,579	8
Computer running costs	141	
Printing, postage and stationary	2,163	2,154
Marketing and Website	596	294
Telephone	2,229	1,998
Sundry expenses	20	825
Legal and professional fees	2,794	2,143
Licenses and subscriptions		114
Bank Charges	1,427	1,278
Bad debts		
Depreciation	<u>336</u>	<u>273</u>
	288,202	269,479
Governance costs		
Accountancy	<u>3,492</u>	<u>6,800</u>
Total resources expended	291,694	276,279
Net income/(expenditure)	<u><u>70</u></u>	<u><u>431</u></u>