

REDWOOD PRE-SCHOOL

England & Wales · Charity number 1100327

Details

Status	Registered
Legal form	Charitable company
Company number	04848315
Registered	2003-10-27
Register	View on the Charity Commission register

Contact

Address	78 Chichester Road London E11 3LJ
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Website	www.redwoodpreschool.org.uk

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY:- 1. OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES AND TRAINING COURSES, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY;2. ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS;3. INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: PRE SCHOOL EDUCATION

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE LEYTONSTONE.
- Waltham Forest

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£197	£7,331	-	-
2023-08-31	£18,664	£60,471	-	-
2022-08-31	£366,252	£590,415	-	-
2021-08-31	£530,726	£560,267	£270,239	24
2020-08-31	£522,773	£513,655	£299,780	26

Trustees

Name	Role	Appointed
Clarence De Silva	Chair	2022-01-11
Anna Yates		2020-01-27
Christopher Dell		2022-01-11
Farzana Hussain		2020-01-27
Helen Fawbert		2020-01-27
Kirstie Macqueen		2016-05-04
Nicholas Hallbery		2022-01-11
Stacey Young		2017-11-22
Yu Jung Lee		2022-01-11

REDWOOD PRE-SCHOOL

England & Wales - Charity number 1100327

Accounts

Company registration number: 04848315

Charity registration number: 1100327

Redwood Pre-School

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2022

Field Sullivan Limited
9 Hare & Bilet
Blackheath
SE3 0RB

Redwood Pre-School

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Redwood Pre-School

Reference and Administrative Details

Trustees	Christopher Dell Clarence De Silva Helen Fawbert Nicholas Hallbery Farzana Hussain Yu Jung Lee Kirstie Macqueen Anna Patricia Yates Stacey Young
Secretary	Christopher Dell
Charity Registration Number	1100327
Company Registration Number	04848315
Registered Office	The Bell Centre 3 Holloway Road London E11 4LD
Principal Office	The Bell Centre 3 Holloway Road London E11 4LD
Independent Examiner	Field Sullivan Limited 9 Hare & Bilet Blackheath SE3 0RB

Redwood Pre-School

Trustees' Report

This report should be read in conjunction with the Annual Report for the year ended 31 August 2022.

Public Benefit

The view of the management committee is that the charity has had proper regard for its obligations, as a registered charity, towards the Charity Commission's published guidance notes on public benefits. In particular, the charity continues to be fully inclusive whereby all children of the relevant ages are eligible to join the pre-schools services including children with special educational needs and disabilities. The charity has also continued its policy of sharing experiences with organisations of a similar nature, within reasonable geographic bounds.

Aims and organisation

The principal object of the pre-school is to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Overall management of the pre-school is the responsibility of the members of the Committee who are elected and co-opted under the terms of the Memorandum & Articles of Association.

Day to day activities are managed by paid staff.

Major changes in aims/organisation during the period

Closure of the preschool due to non-renewal of lease.

Review of activities and achievements during the period - Reports:

Chair's Report

This is sadly the last Chair's report for Redwood Pre-School as it closed its doors at the end of the Summer Term.

This year, the unprecedented challenges due to COVID-19 seemed to ease, ending up in a 'new normal'. Redwood has done its best to adjust to this state of affairs but the previous challenges around financial planning/uncertainty have only increased. As in the previous year, there has been real difficulty in raising extra funds and coupled with lower occupancy following the COVID-19 Pandemic, this has resulted in a stable albeit fragile financial situation.

The management committee has continued to work hard this year to oversee the running of the preschool. We have regular virtual meetings every 4-6 weeks with additional ad-hoc meetings when required.

To make sure all the work gets done the management committee has eight subcommittees which committee members join if they have a particular interest or skill in a specific area. The subgroups allow for more focused work and discussion and are as follows:

- **Staffing:** responsible for reviewing job descriptions and employment contracts of all staff employed by the setting, and also for the recruitment of new staff.
- **Finance:** responsible for budget setting, monitoring income and expenditure, accounting procedures, reviewing salary remuneration, fee rates and ensuring good financial controls are in place and followed.

Redwood Pre-School

Trustees' Report

- **Policy:** this group meets to update, amend and introduce new policies when the need arises and to comply with legal requirements.
- **Disciplinary:** this group deals with staff performance when they do not achieve the high standards we expect.
- **Grants:** this group seeks out funding opportunities through grant-giving bodies to fund particular projects. They complete the application process and ensure that successful grants are spent in accordance with the agreed project.
- **Buildings and Contracts:** this group identifies improvements needed in order to have a safe environment. It includes putting contracts out to tender and securing the best possible value for work undertaken.
- **Fundraising, Publicity and Marketing:** responsible for the wide distribution of publicity e.g. posters and leaflets which advertise our services and to maintain relevant and up to date information on our website. In addition, meetings are arranged to plan and organise fundraising events including fun days, sponsored events, and general appeals.
- **Bell Centre Lease:** responsible for engaging the Freeholder of the Bell Centre to agree an extension/renewal of the lease on the same terms as the original lease.

All committee and subcommittee meetings are minuted and members report back to the full committee meetings where decisions and proposals are ratified.

One of the high priority items this year was the renewal of the Bell Centre lease. Emails were sent requesting the Freeholder to renew the lease on the original terms. Sadly, the Freeholder decided that they wanted a market rent upwards of £140K and since Redwood was unable to afford it, the Freeholder triggered a break clause. The committee agreed to close Redwood permanently at the end of the Summer Term. Since then, the committee has been meeting to make decisions on matters relating to winding down operations.

I would like to take this opportunity to thank all the members of the management committee, past and present, for all their hard work over the years to ensure Redwood has been able to serve the community. I would also like to thank all the staff over the years for their hard work and dedication that made Redwood Pre-School what it is.

This has been a sad end to our beloved preschool, and I will always remain proud to be associated with it. Although my time as Chair has been short, I am truly happy to have met and worked with this wonderful group of people. May Redwood live on in our hearts forever.

Clarence De Silva
Chair

Pre-School Coordinator's Report

It is with great sadness that I write my report for this year which has been dominated by the devastating news that Redwood Pre-School would close its doors forever at the end of the Summer Term. This was not a decision that the Management Committee chose to take, rather one that was forced upon us by the company that hold the freehold of the Bell Centre.

Redwood Pre-School

Trustees' Report

The Bell Centre has a complicated history. It was originally built in the 1990s as part of the regeneration of the Cathall Estate, on land that belonged to the Shaftsbury Society. This charity agreed to lease the land to the Waltham Forest Housing Action Trust (WFHAT) at a peppercorn rent to be used as part of the redevelopment, with the proviso that it should be used to build a childcare facility. In 1999 Redwood Pre-School moved into one half of the building, initially subject to a License Agreement and then with a sub-lease negotiated with Orient Regeneration (O-Regen) who had taken over the management of the community and economic regeneration tasks of the WFHAT. The preschool has always paid a peppercorn rent in recognition of the importance of its work with under fives in a deprived part of the borough.

Over time there were various changes relating to the head lease - in 2007 the Shaftsbury Society merged with John Grooms to form a new charity called Livability, and in 2012 ORegen went into administration and management of their finances passed to Maidment Judd Insolvency - but Redwood Pre-School continued to flourish. With the closure of the group who used the second half of the building, Redwood expanded its provision in the Bell Centre, and later opened an additional facility for 2 year olds in the hall of Holy Trinity Church on the opposite side of the road. In 2017 Livability made a decision to sell the freehold of the property at auction and it was bought by an offshore company as an investment. Despite concerns at the time, this had no immediate impact on our sub-lease. The Management Committee was aware that the sub-lease finished in December 2024 so in January 2022 they contacted Maidment Judd Insolvency looking to renew it on the existing terms. They were advised to make contact directly with the freeholders and did so in March 2022. On 17 March 2022 they were shocked to receive a letter from the freeholders enacting the break clause in the sub-lease and giving notice that it would be terminated as of 3 March 2023. The managers immediately sought clarification of the freeholder's plans for the site and were informed that the freeholder would be happy to consider letting the site again, subject to a new commercial lease at a market rent which was considered to be in the region of £145,000 per year.

The Management Committee met urgently to consider this proposition but, following long discussions of the options, it was agreed that it was not financially viable to take on this cost. The physical constraints of the property used in Holy Trinity church meant that it would not be possible to operate the same services at a reduced level from that building and the Committee was reluctant to become involved in asking staff to compete for a reduced number of jobs. They were clear that the provision of services to people in a specific locality was central to the preschool's ethos and that a move to alternative premises elsewhere would mean a loss of this community link.

It was therefore agreed that a letter should be sent to the freeholder confirming the termination and that closure of the preschool would be managed in as dignified a manner as possible, focussing on the wellbeing of the children, families and staff and celebrating Redwood's achievements over the last 50 years. It was agreed that the preschool would close to children on the last day of the Summer Term at which point a large number would be leaving for primary school and that information would be shared to enable the remaining parents to find alternative provisions. No new children would be enrolled in the Summer Term and the parents of children on the waiting list would be contacted to ensure that they were aware of the closure. The break clause in the lease with Holy Trinity would be enacted, giving the required year's notice, and the two year old provision would close at the same time.

On the staff day at the beginning of the summer term Committee Members met with all the staff to explain the situation and to warn them that they would all be being made redundant. The legal and financial implications of this were discussed. Staff were informed that they would be given information about job vacancies that the preschool was made aware of and paid leave to attend job interviews. They were given an opportunity to share their concerns and their anger and to ask questions.

Redwood Pre-School

Trustees' Report

The following week letters were sent to the parents, the Local Authority, Holy Trinity Church and other professionals who had worked with the preschool on an ongoing basis explaining what was happening. The Local Authority attended a further meeting with the freeholder's representative to discuss future possibilities, but these remained financially unviable for the preschool. The Local Authority offered to work with the freeholder and the church to find alternative tenants.

The response to news of the closure was overwhelming. We received a great deal of positive feedback from grateful parents and professionals and many expressions of shock and anger that the community was to be deprived of a vital resource. People locally were eager to protest and to involve local councillors and the MP. Various letters were sent and phone calls made but sadly to no avail because the freeholder was acting within their rights. A Community Meeting was held in June where parents and other local people were given an opportunity to share their concerns, worries and anger.

On 9 July 2022 we held our last Fun Day - the first since the pandemic. This was extremely well attended by current and past pupils and their families, ex-staff, the other Waltham Forest preschools and representatives of the Local Authority and Health Authority, as well as other people from the locality. The vicar and congregation at Holy Trinity arranged for an exhibition of photographs relating to the preschool, including some from the 1970s when it first opened in a flat at the bottom of Redwood Tower and some beautiful portraits of current pupils. It was extremely moving to hear the stories people told about their experiences of Redwood over the years and was an enjoyable day, despite the circumstances.

The preschool closed on 22 July 2022 and the staff met that evening to share food and reminiscences and say goodbyes.

Despite the closure and the additional work that has involved, we have continued to work hard to ensure that we do not forget the commitments that underlie all our practice. We are committed to:

- Learning through play

We believe that children do more learning in the first five years of their life than at any other time, and that most of their learning is done through play. We aim to provide a safe, stimulating, multicultural environment where children can explore and experiment without fear of 'getting it wrong'. We work within the 'Statutory Framework for the Early Years Foundation Stage'. We are registered with Ofsted.

- Parental partnership

We aim to support parents as their children's first and most important educators by involving them in their children's education and in the full life of Redwood. We also aim to support parents in their continuing education and personal development.

- Equality and diversity

We believe that Redwood's activities should be open to all children and families and to all adults committed to their welfare. We aim to ensure that all who wish to work in or volunteer to help in Redwood have an equal chance to do so.

- Inclusion of children with SEN and disabilities

We recognise that all children have needs. Redwood provides a welcoming, safe and inclusive learning environment in which all children are supported to reach their full potential.

Redwood Pre-School

Trustees' Report

- **Strong relationships**

We want children to feel safe, stimulated and happy at Redwood and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's well-being and their role as active partners with Redwood. We provide a generous ratio of staff to children, and a keyworker for every child. Our 'Safeguarding and Child Protection' policy gives priority to safeguarding children.

- **Supporting the community**

We aim to provide high quality, flexible early education and childcare to support parents in balancing work, training, study and home-life as they need and wish to. We encourage the study of the needs of preschool children and their families and promote public interest in and recognition of such needs.

We have worked hard to ensure that for the children the preschool is the same happy, caring, stimulating place that it has always been.

In September 2021 we returned to our pre-pandemic practices with children grouped according to their age group and able to move between rooms and buildings for wrap around care. We have continued with our ongoing COVID-19 risk assessments, adjusting our practice in the light of ongoing events and the guidance from central government and the local authority when this has been issued. Parents have continued to drop their children off at the front doors but as the year went on we have been able to open the building up more often.

Following a risk assessment we held our AGM on 8 December 2021 partly in person and partly using Zoom. This had its challenges, but we were able to elect a Management Committee with both experienced and new members which has met regularly on Zoom throughout the year.

Staffing

Sadly, Anila Gjeta died in December 2021. Anila first joined the staff in September 2011 as a cleaner. In 2013 she became a member of our pool of Cover Staff and she did her student placements with us while studying for Level 2 and 3 qualifications in childcare and education. In September 2015, when the Ladybirds first opened, she became a Keyworker in the new two year old provision. In the Autumn of 2018 Anila was diagnosed with cancer and began treatment. This has meant that she was unable to attend work regularly for the past few years, but she was determined not to let the disease defeat her and continued to come in when she was fit enough. Anila will be very much missed by the staff team and will be remembered for her dedication to the children, her kindness, and her willingness to help.

Julie Green and Saima Shaikh, two of our Cover Staff who have not been able to work since before the pandemic, submitted their resignations in October 2021. Hajra Jogyat made the decision to resign in December 2021 following an extended absence due to ill health. Rebekah Stoby, our Admin Assistant, left at the end of the Spring Term for a job with Waltham Forest Council. Anum Attia decided not to return to work in the summer term as planned because of the closure. Alys Price joined the bank of Cover Staff, covering the cleaners' sickness absence.

Redwood Pre-School

Trustees' Report

We agreed to take part in the Kickstart into Childcare this year, a government funded initiative run by the local authority to support young people who are long term unemployed. The scheme involved taking on unqualified staff members who would then be supported through on the job training and workshops provided by the local authority advisory teachers to learn about childcare and education with a view to developing 'home grown' staff. We agreed to take on two candidates and got as far as interviewing one who we wanted to appoint. However, the complications of acquiring the necessary documentation from the local authority coincided with the decision to close so we had to withdraw from the initiative.

The Management Committee has unfortunately had to deal with two grievance procedures and a disciplinary procedure during the year. The support of the local authority's Human Resources (HR) team proved valuable in dealing with these, and with the redundancy process.

With the closure of the preschool all the staff were made redundant from 22 July 2022. In August 2022 the Management Committee employed Sarah Kendrick and me as Interim Managers, on fixed term contracts, to complete the tasks necessary to oversee the orderly closing down of the charitable company Redwood Pre-School. Eunice Hickson, Tracey Eve and Alys Price were employed as Flexible Workers to assist with the practical tasks involved in this as needed.

Training

All our playroom staff have qualifications in childcare with the Keyworkers all being qualified at Level 3 or above, and at Redwood we attach a great deal of importance to ongoing professional development. Staff may be sent on training because it is required for them to undertake their role, or because an individual need has been identified, or because the area covered is something that we wish to develop across the preschool. When the preschool requires the training staff are paid to attend and any course fees are funded. We are lucky enough to have staff who are committed to improving their own practice and also enrol for higher qualification courses at their own expense.

The majority of training this year has been on-line although a few sessions have been run in person.

Armonela Hoxha and Evelyn Orliaku took part in the Early Years Professional Development Programme - Building on Success. This programme is funded by the Department for Education and delivered by the Education Development Trust as part of the government's Early Years Education COVID-19 Recovery Plan which aims to address the continued effects of the pandemic on young children.

It aims to provide high quality, evidence-based continuous professional development to support practitioners to improve outcomes on school readiness, early language, early mathematics and Personal, Social and Emotional Development (PSED) and our staff were part of the September 2021 cohort. The programme consisted of online self-study eLearning and regular facilitated webinars in which they met with their tutor and other early years professionals on a weekly basis. The programme was expected to take no longer than 8 months to complete. Both members of staff found it extremely valuable and fed back some of what they had learned in our staff meetings so that the benefits could be shared.

Soumaya Badache, Shukri Ali, Shehzana Aslam, Evelyn Orliaku and I all attended online sessions on Making Sense of Autism. This training, provided by the Autism Education Trust in partnership with Waltham Forest, is the first of a series and it is hoped that staff will be able to continue their studies in their new jobs.

Audrey Robinson undertook a Makaton course and is now qualified at levels 1 and 2. She shared some of her learning at staff meetings and taught some of the signs to other staff. This included introducing a 'Sign of the Week'.

Redwood Pre-School

Trustees' Report

Sobia Saqib attended Magic Behaviour Management training and fed back to other staff in a staff meeting. She also attended a Designated Safeguarding Lead (DSL) update session.

Sao De Sousa took part in Being Two which involved a series of workshops with gap tasks to complete between them and a visit from one of the local authority advisory teachers to Ladybirds. She also completed her DSL update session.

Samreen Akbar and I both took part in EYFS v SEND training, and I attended training provided by the Preschool Learning Alliance on How to Prevent Burnout and Prioritise Wellbeing.

Curriculum

In the context of our core provision (the activities which are always available in the preschool), we base our group planning on children's individual interests and needs. Keyworkers observe children and plan around the interests they observe in 'Learning Journeys'. These ideas for activities are fed into the short term plans through the Coordinator's weekly monitoring. We include the regular festivals and celebrations of our community in our planning.

A new version of the Statutory Framework for the Early Years Foundation Stage (EYFS) came into force in September 2021. Changes have been made to the wording in the educational programmes. They are now longer, there is more depth, and they contain examples of things that we can do with children. There is a new focus on early language and extending vocabulary, with more examples on how to embed and develop vocabulary skills across all 7 areas. There are also some minor changes to the welfare requirements, including a focus on oral health.

Staff had a chance to familiarise themselves with the new documentation in advance of its implementation and it has not necessitated any major change in our practice. The focus on keyworkers knowing their keyworking children rather than completing unnecessary paperwork meant that we decided to alter our practice with regard to tracking progress and to work with Birth to 5 Matters (non-statutory guidance produced by the Early Years Coalition) rather than Development Matters (the government produced non-statutory guidance), although the government document has been made available for reference. Birth to 5 Matters is a fuller document, produced from within the early years sector and provides comprehensive information and guidance about how children learn as well as a picture of the stages of learning and was used as a basis for our training on staff days at the beginning of September 2021.

Staff have also spent time in staff meetings working on analysing the play activities we provide and discussing how we can differentiate them to extend and support children's learning.

Following risk assessments, we held our usual Christmas parties on 14 and 16 December 2021 but without parent helpers. Our Christmas lunch took place on 15 December 2021. We celebrated World Book day on 3 March 2022 with staff and children dressing up as their favourite book characters.

Redwood Pre-School

Trustees' Report

Keyworking

Every child who attends Redwood Pre-School is allocated a keyworker. This member of staff aims to create a special bond with that child and their family and is the first port of call for parents who want to share celebrations or concerns. The keyworker enrolls the child and then works with the parents to maintain the child's Record of Achievement, to record, assess and track the child's progress, and to plan specific activities to support the child's development. Whenever possible this year keyworkers have tried to be available to talk to parents informally at the beginning or end of a session or have been able to arrange an appointment for an uninterrupted discussion. Following risk assessments, we returned to holding termly parents' evenings but ensured that parents and children waiting for appointments remained in the garden to prevent overcrowding in the playroom.

We use the Waltham Forest 'All about me' transition document as a final report on children's experience and achievements in preschool when they leave for Primary School or another nursery and continued to do so this year. Parents receive the original of this, but a copy is also sent direct to the new setting as it provides information that will help with each child's transition. We hope that parents will also share their child's 'Record of Achievement' with the new setting as it provides a much fuller picture of what the child has been doing. It should however remain the parent's property as it is lovely to be able to look back at the child's preschool experience as they grow up.

Early Years Pupil Premium

The Early Years Pupil Premium is funding from the government aimed to enhance the early education of eligible 3 and 4 year olds. We try to ensure that those who are eligible are identified once they have turned 3 by asking all parents to complete a form. Payments made through this funding stream are specifically targeted to meet the needs of the identified children and research shows that some of the most effective interventions focus on self regulation strategies, communication and language approaches, and early numeracy approaches. This year we have continued to focus particularly on children's personal and social development following the disruptions of the pandemic. Where children who are entitled to the Pupil Premium also have Special Educational Needs and Disabilities (SEND), the funding contributes to the staffing costs of providing additional interventions to support their learning.

Policies

The Management Committee, with advice from the local authority's HR team, has continued to work on the 'Suitable People' section of our policy document, writing or revising a number of policies relating to staff management. New policies for Grievance, Disciplinary, Leave of Absence, Managing Sickness Absence, Punctuality and Supervision and Capability were agreed in November 2021. They were distributed to staff who were given an opportunity to ask any questions about them at a staff meeting and came into effect from the December 2021 payroll period.

Playscheme

Following risk assessments, Playscheme returned to its pre-pandemic format this year for all three half term holidays and the Easter break. This was obviously a relief to parents and it was well attended. The decision was made not to run a summer holiday playscheme and to close the whole Redwood provision at the end of the summer term. After several years providing cover, Audrey Robinson was appointed as a Playscheme Play Assistant.

Redwood Pre-School

Trustees' Report

Working with local families

COVID-19 risk assessments continued to limit access to the playroom by adults, so we have not been able to operate our 'Stay and play' sessions this year.

Following a risk assessment we signed up to host weekly Stories and Rhymes sessions for parents and under 5s. These were part of a Waltham Forest initiative to enable settings to earn funds and publicise their provision by providing small community events linked to their Fifteen Minute Community Strategy and were due to start in the summer term. However, following the decision to close, we withdrew from the scheme.

Similarly, we agreed to take part in another local authority initiative called We Play. This programme aimed to develop a scheme piloted in Church Hill Nursery School and involved providing a bag of toys and guidance on how to play with them in ways that would stimulate and educate children for families, with a focus on those from more deprived backgrounds. Families were able to keep the toys so long as they completed some simple feedback forms. I was involved in the discussions around how the project would be organised, but we were unable to take it further following the decision to close down.

Links with other agencies

We maintained our links with other agencies and professionals throughout the pandemic but much of the contact was virtual. This year has seen an increase in face to face appointments and visits although online contact has continued as well and has proved particularly useful where cross borough working has been necessary. This year we have had to liaise with professionals in Haringey, Havering, Newham and Thurrock because agency involvement is based on children's home addresses.

The Area Special Educational Needs Coordinator (Area SENCO) has maintained contact by telephone, and Teams/Zoom has been used for SENCO Forum meetings. Early years Special Educational Needs and Disabilities (SEND) partnership meetings where providers in a locality meet for discussion and the exchange of information have also been held on Zoom.

We have continued to refer children where parents and staff have concerns about their special educational needs and there are signs that some waiting times for assessment and support, lengthened by the pandemic, are beginning to get shorter. The Speech and Language Therapy service (SALTs) have continued to conduct assessments and provide therapy virtually as well as holding in person appointments and groups. We have been able to contribute to Social and Communication Clinic (SACC) assessments in person. The Outreach Teacher for the visually impaired from Joseph Clark School has been able to visit and provide information to facilitate a child's transition to primary school. We have also had contact with and visits by the newly appointed Teacher for the Deaf and the Cochlear Implant Teacher.

Contact with the Educational Psychology service has been by telephone and in person. We have supported five families with the statutory assessment of their child's special needs leading to an Education Health and Care plan (EHCP) this year. These plans aim to ensure that the needs of children who require a high level of support continue to be met as they move on to primary schools, to primaries with specialist provisions or into special schools.

I have attended the Children and Family Centre Partners meetings and we have continued to work with the Early Help practitioners by telephone, on Teams and face to face. Case Conferences, Child Protection Meetings and Child in Need Meetings with Social Services in 3 boroughs have also taken place via Teams.

Redwood Pre-School

Trustees' Report

Sarah Kendrick, our Office Manager, continued to represent the Private, Voluntary and Independent sector (PVI) on Waltham Forest's Schools' Forum. This group is made up of representatives from all sectors of education and council officers and is an important strategic decision making body. As part of this role she has been part of a 'Task and Finish' group looking at the ways in which funding is provided to early years settings through the Free Early Education Entitlement (FEEE). She is also Chair of the Pre-School Network which enables voluntary sector providers from across the borough to meet together to share information and good practice. Local authority officers attend by invitation when their input is needed. All these meetings have taken place virtually.

Children from Redwood Pre-School transfer to a variety of different Reception Classes for their primary education. We try to ensure that every child has a smooth transition and once the schools have been allocated in April we make contact with all our local schools and invite them to visit and meet the children who will be joining them. We have strong links with some schools in the vicinity, including Davies Lane, Dawlish, Downsell, Jenny Hammond, Mayville and Newport. Some schools have visited this year to meet their new intake in the preschool. Most children were able to visit their new schools with their parents and we have encouraged parents to take up all the transition activities that schools provide, including visits with the child's keyworker.

And finally

As usual, I end my report with thanks to the members of the Management Committee. It has been a privilege to work with them and I am extremely grateful for the care with which they have managed the complexities of the closure, ensuring that all the legal requirements are met but doing so with a high level of attention to the needs and feelings of all the people involved.

And many thanks to all the staff, past and present, who have worked at Redwood over the years. It has been made abundantly clear this year that the preschool has been hugely significant in the lives of a countless number of children and their families, and this has only been possible because of the love and dedication shown by the people who worked here. Redwood has been something more than just another preschool, and I hope that our legacy will live on as the staff and children move on into other settings, taking a little bit of our inclusive ethos with them.

Kirstie Macqueen
Preschool Coordinator and SENCO

Finance Report

Free Early Education Entitlement (FEEE)

FEEE is paid to early years providers for all eligible children aged 2, 3 and 4 years. Working parents, who have 3 or 4 year olds, can also access up to 30 hours of FEEE.

Disability Access Fund (DAF)

This funding is paid to early years providers with children in receipt of Disability Living Allowance (DLA).

Redwood Pre-School

Trustees' Report

Special Educational Needs and Disabilities (SEND)

As a fully inclusive setting, Redwood Pre-School has a number of children who receive additional funding to support their particular needs. This is paid by the Local Authority from the 'Inclusion Fund' (SENI) in addition to their FEED. Some children, who have an 'Education Health and Care Plan' (EHCP) also receive additional funding. All SEND funding is paid to the preschool to fund additional staffing costs, staff training, specific learning and support programmes, resources and equipment.

Annual Accounts and Audit

Our accounting firm, Field Sullivan, conduct an independent examination of our accounting records each year and produce annual accounts, which are then filed with the Charity Commission and Companies House.

Income and Expenditure

Total income for this year including restricted funding: £366,252

Total expenditure for the year including restricted expenditure: £590,415

Total cash funds as at 31 August 2022: £40,623

Sarah Kendrick
Office Manager

Statement of Trustees' Responsibilities

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees must prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

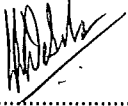
- a) select suitable accounting policies and then apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and accounting estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Redwood Pre-School

Trustees' Report

The annual report was approved by the trustees of the charity on 26 May 2023 and signed on its behalf by:



.....
Clarence De Silva
Chairman and Trustee

Redwood Pre-School

Independent Examiner's Report to the trustees of Redwood Pre-School ('the Company')

I report to the trustees (who are also Directors for the purpose of company law) on my examination of the financial statements of Redwood Pre-School ('the charitable company') for the year ended 31 August 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Independent examiner's statement

Since Redwood Pre-School's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Redwood Pre-School as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Redwood Pre-School

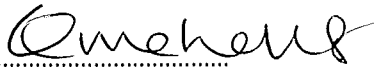
Independent Examiner's Report to the trustees of Redwood Pre-School ('the Company')

Responsibilities and basis of report

As the charity's trustees of Redwood Pre-School you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Redwood Pre-School are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.



Kirsty Nicholls FCCA
Field Sullivan Limited
9 Hare & Bilet
Blackheath
SE3 0RB

26 May 2023

Redwood Pre-School

Statement of Financial Activities for the Year Ended 31 August 2022
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Total 2022 £	Unrestricted £	Total 2021 £
Income and Endowments from:					
Donations and legacies	3	259,292	259,292	424,819	424,819
Charitable activities	4	103,740	103,740	103,524	103,524
Other trading activities	5	-	-	2	2
Investment income	6	674	674	1,063	1,063
Other income		2,546	2,546	1,318	1,318
Total income		<u>366,252</u>	<u>366,252</u>	<u>530,726</u>	<u>530,726</u>
Expenditure on:					
Charitable activities	8	(590,415)	(590,415)	(560,267)	(560,267)
Total expenditure		<u>(590,415)</u>	<u>(590,415)</u>	<u>(560,267)</u>	<u>(560,267)</u>
Net movement in funds		(224,163)	(224,163)	(29,541)	(29,541)
Reconciliation of funds					
Total funds brought forward		<u>270,239</u>	<u>270,239</u>	<u>299,780</u>	<u>299,780</u>
Total funds carried forward	17	<u>46,076</u>	<u>46,076</u>	<u>270,239</u>	<u>270,239</u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 19 to 27 form an integral part of these financial statements.

Redwood Pre-School

(Registration number: 04848315) Balance Sheet as at 31 August 2022

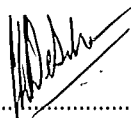
	Note	2022 £	2021 £
Fixed assets			
Tangible assets	12	-	5,295
Current assets			
Stocks	13	3,087	-
Debtors	14	9,039	22,633
Cash at bank and in hand	15	40,623	253,704
		<u>52,749</u>	<u>276,337</u>
Creditors: Amounts falling due within one year	16	<u>(6,673)</u>	<u>(11,393)</u>
Net current assets		<u>46,076</u>	<u>264,944</u>
Net assets		<u>46,076</u>	<u>270,239</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted		<u>46,076</u>	<u>270,239</u>
Total funds	17	<u>46,076</u>	<u>270,239</u>

For the financial year ending 31 August 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' 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 directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 16 to 27 were approved by the trustees, and authorised for issue on 26 May 2023 and signed on their behalf by:



.....
Clarence De Silva
Chairman and Trustee

The notes on pages 19 to 27 form an integral part of these financial statements.

Redwood Pre-School

Statement of Cash Flows for the Year Ended 31 August 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash expenditure		(224,163)	(29,541)
Adjustments to cash flows from non-cash items			
Depreciation		2,208	3,501
Investment income		674	(1,063)
		(221,281)	(27,103)
Working capital adjustments			
Decrease/(increase) in debtors	14	13,594	(8,611)
Decrease in creditors	16	(4,720)	(216)
		(212,407)	(35,930)
Cash flows from investing activities			
Interest received		(674)	1,063
Purchase of tangible fixed assets		-	(2,510)
		(674)	(1,447)
Net cash flows from investing activities		(674)	(1,447)
Net decrease in cash and cash equivalents		(213,081)	(37,377)
Cash and cash equivalents at 1 September		253,704	291,081
Cash and cash equivalents at 31 August		40,623	253,704

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 19 to 27 form an integral part of these financial statements.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

1 Charity status

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

The Bell Centre
3 Holloway Road
London
E11 4LD

These financial statements were authorised for issue by the trustees on 26 May 2023.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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 2019) - (Charities SORP (FRS 102) - Second edition October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Redwood Pre-School 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 notes.

Going concern

The financial statements have not been prepared on a going concern basis due to the fact that the pre-school was closed post year end. Accordingly, all fixed assets and non-current liabilities have been reclassified to current assets and liabilities, and revalued to their recoverable values.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the periods in which the estimate is revised where revisions affects only that period, or in the period of the revision and future periods where the revisions affects both current and future periods.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	straight line over 4 years
Fixtures and fittings	straight line over 5 years

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

3 Voluntary income

	General £	Total 2022 £	Total 2021 £
Donations and legacies;			
Donations	498	498	196
Grants, including capital grants;			
COVID grants	-	-	46,262
Grants	258,794	258,794	378,361
	<u>259,292</u>	<u>259,292</u>	<u>424,819</u>

4 Income from charitable activities

	General £	Total 2022 £	Total 2021 £
Pre-School fees	<u>103,740</u>	<u>103,740</u>	<u>103,524</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

5 Income from other trading activities

	Total funds £	Total 2021 £
Events income;		
Other events income	-	2
	-	2

6 Investment income

	General £	Total 2022 £	Total 2021 £
Interest receivable and similar income;			
Interest receivable on bank deposits	674	674	1,063
	674	674	1,063

7 Other income

	General £	Total 2022 £	Total 2021 £
Other income	2,546	2,546	1,318
	2,546	2,546	1,318

8 Expenditure on charitable activities

	Note	Total 2022 £	Total 2021 £
Wages and salaries	10	513,674	429,318
Agency staff		720	53,719
Premises costs and utilities		37,752	33,874
Repairs and maintenance		5,081	8,651
Events		472	-
Materials and equipment		481	1,932
Shopping and school welfare		5,565	5,853
Support costs	9	26,670	26,920
		590,415	560,267

In addition to the expenditure analysed above, there are also support costs of £26,670 (2021 - £26,920) which relate directly to charitable activities. See note 9 for further details.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

9 Analysis of support costs

Charitable activities expenditure

	Basis of allocation	Total funds £
Support costs		
	Total 2022 £	Total 2021 £
Staff training	654	1,704
Insurance	7,912	4,422
Telephone and fax	2,812	3,189
Office expenses	1,353	642
Computer software	2,006	685
Printing, postage and stationery	405	329
Sundries	1,302	4,900
Cleaning	6,017	5,730
Independent Examiner	1,908	1,734
Bank charges	93	84
Depreciation of fixtures and fittings	1,869	3,162
Depreciation of office equipment	339	339
	<u>26,670</u>	<u>26,920</u>

10 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	361,897	394,774
Staff NIC (Employers)	24,359	24,655
Redundancy	118,199	-
Staff pensions	9,219	9,889
	<u>513,674</u>	<u>429,318</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

2022 No	2021 No
24	31

During the year, the charity made redundancy and/or termination payments which totalled £118,199 (2021 - £Nil).

No employee received emoluments of more than £60,000 during the year.

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Furniture and equipment £	Computer equipment £	Total £
Cost			
At 1 September 2021	45,267	6,351	51,618
Transfers	(45,267)	(6,351)	(51,618)
	-	-	-
At 31 August 2022	-	-	-
Depreciation			
At 1 September 2021	40,526	5,797	46,323
Charge for the year	1,869	339	2,208
Transfers	(42,395)	(6,136)	(48,531)
	-	-	-
At 31 August 2022	-	-	-
Net book value			
At 31 August 2022	-	-	-
At 31 August 2021	4,741	554	5,295

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

13 Stock

	2022
	£
Stocks	<u>3,087</u>

14 Debtors

	2022	2021
	£	£
Trade debtors	3,823	12,843
Prepayments	4,649	4,204
Accrued income	-	5,586
Other debtors	567	-
	<u>9,039</u>	<u>22,633</u>

15 Cash and cash equivalents

	2022	2021
	£	£
Cash at bank	<u>40,623</u>	<u>253,704</u>

16 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	28	2,124
Other taxation and social security	-	6,398
Other creditors	4,737	1,137
Accruals	1,908	1,734
	<u>6,673</u>	<u>11,393</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2022

17 Funds

	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Balance at 31 August 2022 £
Unrestricted				
General	<u>270,239</u>	<u>366,252</u>	<u>(590,415)</u>	<u>46,076</u>

	Balance at 1 September 2020 £	Incoming resources £	Resources expended £	Balance at 31 August 2021 £
Unrestricted				
General	<u>299,780</u>	<u>530,726</u>	<u>(560,267)</u>	<u>270,239</u>

18 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 August 2022 £
Current assets	52,749	52,749
Current liabilities	<u>(6,673)</u>	<u>(6,673)</u>
Total net assets	<u>46,076</u>	<u>46,076</u>

	Unrestricted funds General £	Total funds at 31 August 2021 £
Tangible fixed assets	5,295	5,295
Current assets	276,337	276,337
Current liabilities	<u>(11,393)</u>	<u>(11,393)</u>
Total net assets	<u>270,239</u>	<u>270,239</u>

REDWOOD PRE-SCHOOL

England & Wales - Charity number 1100327

Accounts

Company registration number: 04848315

Charity registration number: 1100327

Redwood Pre-School

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2021

Field Sullivan Limited
70 Royal Hill
Greenwich
SE10 8RF

Redwood Pre-School

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Redwood Pre-School

Reference and Administrative Details

Chair	Helen Fawbert
Trustees	Helen Fawbert Farzana Hussain Kirstie Macqueen Stacey Young Christopher Dell Clarence De Silva Nicholas Hallbery Yu Jung Lee Anna Patricia Yates
Secretary	Christopher Dell
Charity Registration Number	1100327
Company Registration Number	04848315
Registered Office	The Bell Centre 3 Holloway Road London E11 4LD
Principal Office	The Bell Centre 3 Holloway Road London E11 4LD
Independent Examiner	Field Sullivan Limited 70 Royal Hill Greenwich SE10 8RF

Redwood Pre-School

Trustees' Report

This report should be read in conjunction with the Annual Report for the year ended 31 August 2021.

Public Benefit

The view of the management committee is that the charity has had proper regard for its obligations, as a registered charity, towards the Charity Commission's published guidance notes on public benefits. In particular, the charity continues to be fully inclusive whereby all children of the relevant ages are eligible to join the pre-schools services including children with special educational needs and disabilities. The charity has also continued its policy of sharing experiences with organisations of a similar nature, within reasonable geographic bounds.

Statement of Trustees' Responsibilities

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees must prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- a) select suitable accounting policies and then apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and accounting estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 9 May 2022 and signed on its behalf by:



Helen Fawbert
Chair and trustee

Redwood Pre-School

Independent Examiner's Report to the trustees of Redwood Pre-School ("the Company")

I report to the trustees (who are also Directors for the purpose of company law) on my examination of the financial statements of Redwood Pre-School ('the charitable company') for the year ended 31 August 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity's trustees of Redwood Pre-School you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Redwood Pre-School are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since Redwood Pre-School's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Redwood Pre-School as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

Redwood Pre-School

Independent Examiner's Report to the trustees of Redwood Pre-School ("the Company")

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.



Timothy Sullivan FCA
Field Sullivan Limited
70 Royal Hill
Greenwich
SE10 8RF

Date: 16/5/22

Redwood Pre-School

**Statement of Financial Activities for the Year Ended 31 August 2021
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)**

	Note	Unrestricted £	Total 2021 £	Unrestricted £	Total 2020 £
Income and Endowments from:					
Donations and legacies		424,819	424,819	423,221	423,221
Charitable activities		103,524	103,524	92,466	92,466
Other trading activities	5	2	2	-	-
Investment income	6	1,063	1,063	1,567	1,567
Other income		1,318	1,318	5,519	5,519
Total income		<u>530,726</u>	<u>530,726</u>	<u>522,773</u>	<u>522,773</u>
Expenditure on:					
Charitable activities		(560,267)	(560,267)	(513,656)	(513,656)
Total expenditure		<u>(560,267)</u>	<u>(560,267)</u>	<u>(513,656)</u>	<u>(513,656)</u>
Net movement in funds		(29,541)	(29,541)	9,117	9,117
Reconciliation of funds					
Total funds brought forward		299,780	299,780	290,662	290,662
Total funds carried forward	19	<u>270,239</u>	<u>270,239</u>	<u>299,779</u>	<u>299,779</u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 8 to 19 form an integral part of these financial statements.

Redwood Pre-School
(Registration number: 04848315)
Balance Sheet as at 31 August 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	5,295	6,286
Current assets			
Debtors	13	22,633	14,022
Cash at bank and in hand	14	<u>253,704</u>	<u>291,080</u>
		276,337	305,102
Creditors: Amounts falling due within one year	15	<u>(11,393)</u>	<u>(11,609)</u>
Net current assets		<u>264,944</u>	<u>293,493</u>
Net assets		<u>270,239</u>	<u>299,779</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted		<u>270,239</u>	<u>299,779</u>
Total funds	19	<u>270,239</u>	<u>299,779</u>

For the financial year ending 31 August 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' 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 directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 5 to 19 were approved by the trustees, and authorised for issue on 9 May 2022 and signed on their behalf by:



Helen Fawbert
Chair and trustee

The notes on pages 8 to 19 form an integral part of these financial statements.

Redwood Pre-School

Statement of Cash Flows for the Year Ended 31 August 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash (expenditure)/income		(29,541)	9,117
Adjustments to cash flows from non-cash items			
Depreciation		3,501	7,505
Investment income	6	<u>(1,063)</u>	<u>(1,567)</u>
		(27,103)	15,055
Working capital adjustments			
(Increase)/decrease in debtors	13	(8,611)	5,303
(Decrease)/increase in creditors	15	<u>(216)</u>	<u>2,987</u>
Net cash flows from operating activities		<u>(35,930)</u>	<u>23,345</u>
Cash flows from investing activities			
Interest receivable and similar income	6	1,063	1,567
Purchase of tangible fixed assets	12	<u>(2,510)</u>	<u>(858)</u>
Net cash flows from investing activities		<u>(1,447)</u>	<u>709</u>
Net (decrease)/increase in cash and cash equivalents		(37,377)	24,054
Cash and cash equivalents at 1 September		<u>291,080</u>	<u>267,026</u>
Cash and cash equivalents at 31 August		<u><u>253,703</u></u>	<u><u>291,080</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 8 to 19 form an integral part of these financial statements.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

1 Charity status

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

The Bell Centre
3 Holloway Road
London
E11 4LD

These financial statements were authorised for issue by the trustees on 9 May 2022.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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 2019) - (Charities SORP (FRS 102) - Second edition October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Redwood Pre-School 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the periods in which the estimate is revised where revisions affects only that period, or in the period of the revision and future periods where the revisions affects both current and future periods.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	straight line over 4 years
Fixtures and fittings	straight line over 5 years

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

3 Voluntary income

	Unrestricted	Total	Total
	General	2021	2020
	£	£	£
Donations and legacies;			
Donations	196	196	195
Grants, including capital grants;			
COVID grants	46,262	46,262	38,029
Grants	<u>378,361</u>	<u>378,361</u>	<u>384,997</u>
	<u>424,819</u>	<u>424,819</u>	<u>423,221</u>

4 Income from charitable activities

	Unrestricted	Total	Total
	General	2021	2020
	£	£	£
Pre-School fees	<u>103,524</u>	<u>103,524</u>	<u>92,466</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

5 Income from other trading activities

	Unrestricted funds General £	Total funds £
Events income;		
Other events income	<u>2</u>	<u>2</u>
Total for 2021	<u><u>2</u></u>	<u><u>2</u></u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

6 Investment income

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>1,063</u>	<u>1,063</u>	<u>1,567</u>

7 Other income

	Unrestricted General £	Total 2021 £	Total 2020 £
Other income	<u>1,318</u>	<u>1,318</u>	<u>5,519</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

8 Expenditure on charitable activities

	Total 2021 £	Total 2020 £
Wages and salaries	394,774	392,542
Social security costs	24,655	24,863
Pension costs	9,889	10,283
Staff training	1,704	1,155
Agency staff	53,719	3,798
Premises costs and utilities	33,874	33,927
Insurance	4,422	4,249
Repairs and maintenance	8,651	8,369
EHC equipment	-	2,317
Telephone and fax	3,189	2,472
Office expenses	642	1,188
Computer software	685	2,962
Printing, postage and stationery	329	311
Materials and equipment	1,932	3,582
Shopping and school welfare	5,853	5,852
Sundries	4,900	1,615
Cleaning	5,730	4,890
Independent Examiner	1,734	1,716
Bank charges	84	60
Depreciation, amortisation and other similar costs	3,501	7,505
	<u>560,267</u>	<u>513,656</u>

9 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>3,501</u>	<u>7,505</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

10 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	394,774	392,542
Social security costs	24,655	24,863
Pension costs	9,889	10,283
	429,318	427,688

No employee received emoluments of more than £60,000 during the year.

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Furniture and equipment £	Computer equipment £	Total £
Cost			
At 1 September 2020	42,758	6,351	49,109
Additions	2,510	-	2,510
At 31 August 2021	45,268	6,351	51,619
Depreciation			
At 1 September 2020	37,365	5,458	42,823
Charge for the year	3,162	339	3,501
At 31 August 2021	40,527	5,797	46,324
Net book value			
At 31 August 2021	4,741	554	5,295
At 31 August 2020	5,393	893	6,286

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

13 Debtors

	2021	2020
	£	£
Trade debtors	12,843	5,290
Prepayments	4,204	4,136
Accrued income	5,586	4,596
	<u>22,633</u>	<u>14,022</u>

14 Cash and cash equivalents

	2021	2020
	£	£
Cash at bank	<u>253,704</u>	<u>291,080</u>

15 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	2,124	69
Other taxation and social security	6,398	8,339
Other creditors	1,137	1,485
Accruals	1,734	1,716
	<u>11,393</u>	<u>11,609</u>

16 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £9,889 (2020 - £10,283).

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

17 Analysis of net funds

	At 1 September 2020	Financing cash flows	At 31 August 2021
	£	£	£
Cash at bank and in hand	<u>291,080</u>	<u>(37,377)</u>	<u>253,703</u>
Net debt	<u>291,080</u>	<u>(37,377)</u>	<u>253,703</u>

	At 1 September 2019	Financing cash flows	At 31 August 2020
	£	£	£
Cash at bank and in hand	<u>267,026</u>	<u>24,055</u>	<u>291,081</u>
Net debt	<u>267,026</u>	<u>24,055</u>	<u>291,081</u>

18 Covid 19

This year has again, had unprecedented challenges due to COVID-19, and Redwood Pre-School has risen to meet these, adapting and changing to meet the needs of children and their families whilst managing the risks as best as possible, following government guidance throughout. Amongst the challenges faced have been financial planning with a lot of uncertainty regarding funding and reduced ability to fundraise, ongoing restrictions on services and significant decrease in demand for places.

During the year the charity received £46,262 (2020: £38,029) of COVID grants, this included £37,500 Hardship Grant, £1,336 COVID SSP reclaim and £7,426 of JRS claims.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

**19 Funds
2021**

	Balance at 1 September 2020 £	Incoming resources £	Resources expended £	Balance at 31 August 2021 £
Unrestricted				
General	<u>299,780</u>	<u>530,726</u>	<u>(560,267)</u>	<u>270,239</u>

2020

	Balance at 1 September 2019 £	Incoming resources £	Resources expended £	Balance at 31 August 2020 £
Unrestricted				
General	<u>290,662</u>	<u>522,773</u>	<u>(513,656)</u>	<u>299,779</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2021

20 Analysis of net assets between funds

2021

	Unrestricted funds General £	Total funds at 31 August 2021 £
Tangible fixed assets	5,295	5,295
Current assets	276,337	276,337
Current liabilities	(11,393)	(11,393)
Total net assets	<u>270,239</u>	<u>270,239</u>

2020

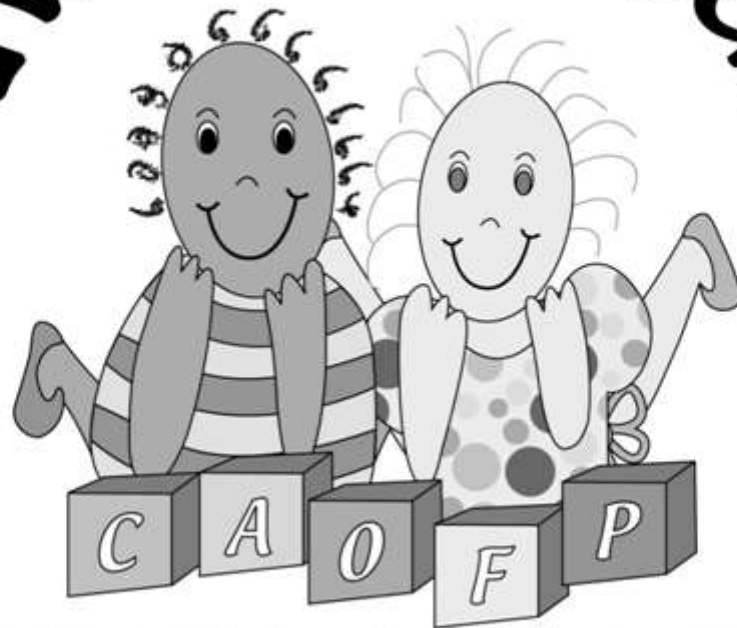
	Unrestricted funds General £	Total funds at 31 August 2020 £
Tangible fixed assets	6,286	6,286
Current assets	305,102	305,102
Current liabilities	(11,609)	(11,609)
Total net assets	<u>299,779</u>	<u>299,779</u>

REDWOOD PRE-SCHOOL

England & Wales - Charity number 1100327

Accounts

Redwood Pre-School



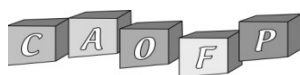
The Bell Centre, 3 Holloway Road, Leytonstone E11 4LD
tel: 020 8539 8559

established 1971

Registered Charity No: 1100327
Registered Company No: 4848315

www.redwoodpreschool.org.uk

Annual Report 2019-2020



Children are our **first** priority

Redwood Pre-School
Annual Report
01 September 2019 to 31 August 2020

Full name	Redwood Pre-School
	Registered as a company limited by guarantee in England & Wales
Registered office:	The Bell Centre, 3 Holloway Road, Leytonstone, London E11 4LD
Registered company number	4848315
Registered charity number	1100327

Governing document

The charity is operated under the rules of its Memorandum & Articles of Association adopted 8 February 2017

Directors, Trustees and Management Committee

Helen Fawbert, Director, Trustee, Chair
Farzana Hussain, Director, Trustee, Treasurer
Anna Yates, Company Secretary, Trustee, Secretary
Stacey Young, Director, Trustee
Zuleka Mayet, Named parent member
Ionela Bran, Named parent member (resigned 24/06/2020)
Temenuzhka Petkova, Named parent member (resigned 24/06/2020)
Kirstie Macqueen, Director, Trustee and Pre-School Coordinator (staff)

Principal address

The Bell Centre, 3 Holloway Road, Leytonstone, London E11 4LD

Bankers

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

United Trust Bank Ltd, 1 Ropemaker Street, London EC2Y 9AW

Accountants

Field Sullivan
Neptune House, 70 Royal Hill, Greenwich, London SE10 8RF

Aims and organisation

The principal object of the pre-school is to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Overall management of the pre-school is the responsibility of the members of the Committee who are elected and co-opted under the terms of the Memorandum & Articles of Association. Day to day activities are managed by paid staff.

Major changes in aims/organisation during the period

Restrictions on services due to the Covid-19 (coronavirus) pandemic.

Review of activities and achievements during the period – Reports:

Chair's Report

This year has had unprecedented challenges due to COVID-19, and Redwood has risen to meet these, remaining open during lockdown for the children of essential workers and re-opening using a bubble system as soon as possible, following government guidance.

Amongst the challenges faced have been financial planning with a lot of uncertainty regarding funding and reduced ability to fundraise. As you will be aware, the preschool is a registered charity so regular fundraising events help raise essential funds for Redwood. This is something that we will hopefully be able to focus on in the near future.

The management committee has worked hard, along with major input from staff members, in order to make the decisions necessary for the running of the preschool.

To make sure all the work gets done the management committee has eight subcommittees which committee members join if they have a particular interest or skill in a specific area.

The subgroups allow for more focused work and discussion and are as follows:

Staffing: is responsible for reviewing job descriptions and employment contracts of all staff employed by the setting, and also for the recruitment of new staff.

Finance: is responsible for budget setting, monitoring income and expenditure, accounting procedures, reviewing salary remuneration, fee rates and ensuring good financial controls are in place and followed.

Policy: this group meets to update, amend, and introduce new policies when the need arises and to comply with legal requirements.

Disciplinary: this group deals with staff performance when they do not achieve the high standards we expect.

Fundraising: have meetings to plan and organise fundraising events including fun days, sponsored events, and general appeals.

Grants: this group seeks out funding opportunities through grant-giving bodies to fund particular projects. They complete the application process and ensure that successful grants are spent in accordance with the agreed project.

Buildings and contracts: this group identifies improvements needed in order to have a safe environment. It includes putting contracts out to tender and securing the best possible value for work undertaken.

Publicity and marketing: is responsible for the wide distribution of publicity e.g. posters and leaflets which advertise our services and to maintain relevant and up to date information on our website.

All subcommittee meetings are minuted and members report back to the full committee meetings where decisions and proposals are ratified.

I would like to take this opportunity to thank all the members of the management committee for their hard work this year. I would urge people to consider being part of the committee. It is a rewarding role and it is essential to ensure the preschool can continue to run.

I would like to thank all the staff for their hard work and dedication which make Redwood Preschool what it is. Thanks too to the parents, carers and volunteers who have supported the Preschool this year, your contributions are vital.

Helen Fawbert
Chair

Pre-School Coordinator's Report

This has been a year like no other, dominated as it has been by the world-wide pandemic. The effects of COVID-19 (coronavirus) have been far reaching, and on-going restrictions, put in place to protect our preschool community and society more widely, continue to dictate what we are able to do. It has been a year of almost continuous risk assessment and protective measures.

However, throughout the year we have tried to maintain a dual focus, putting protective measures in place in the context of the six commitments which underpin the work of the preschool and everything that we do. We are committed to:

- **Learning through play**

We believe that children do more learning in the first five years of their life than at any other time, and that most of their learning is done through play. We aim to provide a safe, stimulating, multicultural environment where children can explore and experiment without fear of 'getting it wrong'. We work within the 'Statutory Framework for the Early Years Foundation Stage'. We are registered with Ofsted.

- **Parental partnership**

We aim to support parents as their children's first and most important educators by involving them in their children's education and in the full life of Redwood. We also aim to support parents in their continuing education and personal development.

- **Equality and diversity**

We believe that Redwood's activities should be open to all children and families and to all adults committed to their welfare. We aim to ensure that all who wish to work in or volunteer to help in Redwood have an equal chance to do so.

- **Inclusion of children with SEN and disabilities**

We recognise that all children have needs. Redwood provides a welcoming, safe and inclusive learning environment in which all children are supported to reach their full potential.

- **Strong relationships**

We want children to feel safe, stimulated and happy at Redwood and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's well-being and their role as active partners with Redwood. We provide a generous ratio of staff to children, and a keyworker for every child. Our 'Safeguarding and Child Protection' policy gives priority to safeguarding children.

- **Supporting the community**

We aim to provide high quality, flexible early education and childcare to support parents in balancing work, training, study and home-life as they need and wish to. We encourage the study of the needs of preschool children and their families and promote public interest in and recognition of such needs.

The year started, as it usually does, with a reduction in the number of children on roll compared with the end of the summer term. Children are entitled to the Free Early Education Entitlement (FEEE) from the term after their third birthday (or the term after their second birthday if their families meet the financial criteria for two year old funding). However, children start in Reception Class at primary school at the beginning of the year in which they are going to be five. This means that we send more than half our children to primary school in September and replace them with a much smaller number of newly funded children. The usual pattern is that numbers then build steadily throughout the year as children qualify for FEEE funding, but this was disrupted by the pandemic. Lockdown measures meant that there were restrictions on the numbers who could attend preschool for a substantial part of the year, and the fear of infection meant that many parents were reluctant to bring their children out of their homes following the lockdown even when the government announced the wider reopening of early years settings and schools. The government and Local Authority recognised the financial effect that this would have on early years settings and continued funding at pre-pandemic levels, but actual numbers on roll did not increase at the usual rate and many children have not been able to benefit from attending a preschool provision.

News of COVID-19 (coronavirus) began to impact the preschool in the spring term and the number of children attending began to drop off as fears of infection increased in the community. We followed the advice provided by the government and local authority and introduced protective measures such as increased hand washing and cleaning. Information relating to recognising the symptoms of the virus and the appropriate way to respond was distributed to staff and parents and we were vigilant in following the guidelines to prevent the spread of infection.

As it became clear that a national decision might be made to partially close early years settings and schools, we worked with parents to identify those who were critical workers or whose children were vulnerable so that when the announcement came we were able to remain open for the children who met the government criteria, using only the Bell Centre building.

Because the numbers of children able to attend were low, we did not require all staff to be on site. The Management Committee made the decision that staff should be paid their contracted hours even when not working on site and made use of the Coronavirus Job Retention Scheme from its inception. We carried out risk assessments and identified staff who had been advised to shield (Extremely Clinically Vulnerable), and those who were at increased risk from the virus because of underlying conditions (Clinically Vulnerable) and placed them on furlough. Staff who were essential to the daily running of the provision - our Coordinator, the deputies (on a rota basis), cook and cleaners - continued to work on site, while the Office Manager worked from home. The remaining keyworkers and playroom assistants worked on site on a rota basis and were otherwise furloughed. The Admin Assistant was furloughed until needed on site to help prepare for the wider reopening.

These arrangements continued until the national announcement of the wider reopening of early years settings and schools from 1 June 2020. Following an extensive risk assessment, the Management Committee decided to open the setting as three self-contained 'Bubbles', using Holy Trinity (Red Bubble) and the two separate halves of the Bell Centre (Green Bubble and Yellow Bubble). Staff who were shielding or were categorised as 'clinically vulnerable' continued on furlough and the others returned to work on site.

All three Bubbles contained 15 children (in line with the number set for school classes) across our full age range. Children were allocated according to the hours of care that parents needed, with Breakfast and Teatime Club only available in Green Bubble. Although the number of places available were restricted, we were able to accommodate all the children on the roll whose families wanted them to return.

Staff and children remained in their allocated Bubble and did not move between them. Clear procedures and protocols, based on the national guidance, were established, distributed to staff and parents, and enforced consistently across all three Bubbles. We were pleased that during the remainder of the summer term we did not have to close at all for self-isolation. The Management Committee made the decision to continue in Bubbles in the autumn term with an increased number of children and staff in each bubble. All staff will be expected to work on site from September 2021 unless they are specifically directed not to on medical grounds.

Staffing

Tracey McNulty, our cook, left in October 2019 to return to her hometown of Nottingham. After a period of using agency workers and internal cover, Linda Laronde was appointed to the post and joined us at the beginning of March 2020.

Anum Attia (Keyworker) began her maternity leave at the beginning of June 2020 and had a baby boy at the end of the month. Samreen Akbar (Keyworker) returned to work from her maternity leave in May 2020. Jessica Stoby (Keyworker) left at the end of the summer term for a post as a Teaching Assistant in a local school.

Training

All our playroom staff have qualifications in childcare with the Keyworkers all being qualified at Level 3 or above, and at Redwood we attach a great deal of importance to ongoing professional development. On 2 September 2019 we held a training to enable all staff to gain or renew their Level 2 Food Safety Qualification. The following day we held an inhouse training on the new Ofsted Inspection Framework. Staff meetings in the autumn term looked at, amongst other things, group time, reading and extending children's learning. On 3 January 2020 the Educational Psychologist, Rebecca Wright, provided a whole staff training on 'Developing attention skills in young children with Autism'. One spring term staff meeting looked at safeguarding, and in another Alyshia Evans fed back from an external training on 'Behaviour management'. This led to the staff doing some work with children about 'rules'. Sao De Sousa, the Assistant SENCO, attended training on 'STEPS', a tracking system for children with Special Needs. Sobia Saqib, the deputy with responsibility for Health and Safety, completed a training about legionella and a Level 3 qualification in Health and Safety.

Whilst furloughed staff were able to access a range of Educare online courses, they also had an opportunity to reread the important national documentation relating to safeguarding children – 'Working together to safeguard children', 'What to do if you're worried a child is being abused' and 'Keeping children safe in education'.

A number of students undertook work experience placements with us at the beginning of the year, but these were curtailed by the pandemic.

Curriculum

In the context of our core provision (the activities which are always available in the preschool), we base our group planning on children's individual interests and needs. Keyworkers observe children and plan around the interests they observe in 'Learning Journeys'. These ideas for activities are fed into the short term plans through the Coordinator's weekly monitoring. We include the regular festivals and celebrations of our community in our planning.

Whilst planning continued as before for the autumn and spring terms, the reduced number of children attending during the lockdown meant that we planned more spontaneously on site. A weekly 'News from Redwood Preschool' was sent out to parents throughout the partial closure with ideas for activities they might like to do with their children and links to websites providing educational resources. We also sent out the links to the local authority's 'Chit Chat Pitter Pat' three times a week which offered ideas for things to do at home.

We held our usual parties and sing-alongs in December 2019 and celebrated World Book Day in March 2020 by dressing as our favourite book characters.

Keyworking

Every child who attends Redwood Preschool is allocated a keyworker. This member of staff aims to create a special bond with that child and their family and is the first port of call for parents who want to share celebrations or concerns. The keyworker enrolls the child and then works with the parents to maintain the child's Record of Achievement, to record, assess and track the child's progress, and to plan specific activities to support the child's development. Before the pandemic it was usually possible to talk to your child's keyworker informally at the beginning or end of a session, or to arrange an appointment for an uninterrupted discussion. We also held a Parents' Evening at the end of the autumn term.

Although it was not possible to maintain the same keyworking links through the partial closure, we endeavoured to reintroduce a similar approach with the wider reopening in June 2020. Where possible children continued with their original keyworker, although the Bubbles necessitated some changes. Restrictions on access to the buildings and social distancing made informal conversations between parents and keyworkers more difficult, but we tried hard to ensure that they were still possible at drop off and pick up and were able to arrange appointments outside in the gardens.

We use the Waltham Forest 'All about me' transition document as a final report on children's experience and achievements in preschool when they leave for Primary School or another nursery and continued to do so this year. Parents receive the original of this, but a copy is also sent direct to the new setting as it provides information that will help with each child's transition. We hope that parents will also share their child's 'Record of Achievement' with the new setting as it provides a much fuller picture of what the child has been doing. It should however remain the parent's property as it is lovely to be able to look back at your child's preschool experience as they grow up.

Early Years Pupil Premium

The Early Years Pupil Premium is funding from the government aimed to enhance the early education of eligible 3 and 4 year olds. We try to ensure that those who are eligible are identified once they have turned 3 by asking all parents to complete a form. Payments made

through this funding stream are specifically targeted to meet the needs of the identified children and research shows that some of the most effective interventions focus on self regulation strategies, communication and language approaches, and early numeracy approaches.

This year we have used some of the money to pay for the attention training and to buy resources to give children more opportunities to develop their attention and listening skills. Where children who are entitled to the Pupil Premium also have SEND, the funding contributes to the staffing costs of providing additional interventions to support their learning.

Policies

Much of the Management Committee's work in the area of policy this year has been related to COVID-19 (coronavirus). We have undertaken extensive risk assessments and produced protocols for staff and parents. We have agreed a 'Water safety and legionella awareness policy' and an 'Addendum to the Safeguarding and child protection policy' covering the measures put in place during the partial closure.

Playscheme

Playscheme operated as usual during the autumn and spring term. Since children can attend up until the day before their eighth birthday, children who attend other settings often come along and it is always nice to see our ex-pupils returning and to hear how they are getting on in their primary schools. There is also a well established core of regular children who attend playscheme and feel like part of the extended Redwood family.

During the Easter and summer half term holidays, the country was in lockdown and we continued to operate in the same way that we had during termtime, providing care for the same children of critical workers only. During the summer holidays we opened the playscheme for only 20 children in total and imposed a minimum booking requirement of 3 days a week for all five weeks. This was to ensure that the scheme would be financially viable whilst maintaining all our COVID-19 safety restrictions such as minimising contacts. Initially the places were restricted to the children of critical workers and vulnerable children (including children from other settings) but we were then able to offer 6 places to other children on a first come, first served basis.

Working with local families

Our 'Stay and play' sessions operated in the autumn and spring terms but were not possible during the summer term.

During the autumn term, Alexandra Leiva from E17 Puppet Project provided a series of 'Story Lovers' sessions for parents and their children where they explored stories creatively together. These finished with a puppet show for all the preschool children.

In the spring term, Sue Grace from Chat Chat Pitter Pat ran a series of parent and child workshops which began with a story at Redwood which was followed by activities relating to the story that took place in the park. Staff members took part on a rota basis and later used the activities with the other children in the preschool.

Staff from HENRY (Health, Exercise, Nutrition for the Really Young) visited the preschool twice to advertise their 'Healthy families' series of workshops and a number of parents went along.

Links with other agencies

We have continued to contribute to a number of local authority groups. Sarah Kendrick, our Office Manager, continues to represent the Private, Voluntary and Independent sector (PVI) on Waltham Forest's Schools' Forum. This group is made up of representatives from all sectors of education and council officers and is an important strategic decision making body. As part of this role she has been part of a 'Task and Finish' group looking at the ways in which funding is provided to early years settings through the Free Early Education Entitlement (FEEE). She is also Chair of the Preschool Network which enables voluntary sector providers from across the borough to meet together to share information and good practice. The support provided by this group had been invaluable in these rapidly changing times. Both these groups have continued to meet online throughout the pandemic.

I was part of the Local Authority's Early Years SEND Inclusion Fund Panel representing the Private, Voluntary and Independent sector (PVI) prior to the pandemic. The process has been simplified because of the difficulties around meeting together and decisions are now made by local authority officers.

We have continued to have well established working relationships with the other professionals who work with our children, including Educational Psychologists, Speech and Language Therapists, the Occupational Therapist, Physiotherapists, the Teacher of the Deaf, the Epilepsy nurse, the Early Years Home Visitors (Portage), SEND Success (the outreach service from Whitefield – a Waltham Forest Special School), Children's Services, Social Services, Early Help and the Education Support Service. Many of the services have been disrupted by the pandemic, with health care staff being diverted into other roles, and face to face assessments for children have not been happening. However, we have managed to maintain our links through phone and video calls and are beginning to see more and more therapy sessions moving online.

We have an extremely good reputation for our work in early identification and intervention with children with special educational needs and disabilities (SEND). Despite the challenges posed by COVID-19, we have supported seven children and their families through the process of getting an Education Health and Care Plan this year. The plans aim to ensure that the needs of children who need a high level of support continue to be met as they move on to primary schools, particularly into primaries with specialist provisions or into special schools.

Children from Redwood Preschool transfer to a variety of different Reception Classes for their primary education. We try to ensure that every child has a smooth transition and once the schools have been allocated in April we usually contact all our local schools and invite them to visit and meet the children who will be joining them. We have strong links with some schools in the vicinity, including Davies Lane, Dawlish, Downsell, Jenny Hammond, Mayville and Newport. We were not able to have visits from teachers this year, and children were not able to visit their new schools, but we have been part of online transition meetings, and have encouraged parents to access the online transition programmes that schools have provided.

And finally

This year has been enormously challenging in many ways and we are told that we have a 'new normal' to look forward to.

I would like to say a very big thank you to the members of the Management Committee who have worked so hard this year dealing with an unprecedented situation. It has been good to have such a supportive and dedicated group of parents involved in running the preschool.

I would also like to thank the staff team for their continued commitment and hard work. In times of uncertainty and change it has been good to see children playing and learning happily together and to be reminded of why we do what we do.

Kirstie Macqueen

Preschool Coordinator and SENCO

Finance Report

Please refer to the income and expenditure summary for the following report on the accounts for the year September 2019 to August 2020.

Restricted Funding

The Department for Education provided specific guidance to the Early Years sector on how to calculate the level of funding that could be claimed through the Coronavirus Job Retention Scheme (CJRS). The level of funding was determined by the percentage of private income (fees from parents) during the month of February 2020. Using this percentage, we submitted claims for staff who were furloughed throughout April to August 2020.

Early Years Pupil Premium (EYPP)

We use EYPP forms to check eligibility for funding from the term after a child has turned 3. EYPP is spent on resources, equipment, staff training and programmes which best meet the learning goals of eligible children.

Free Early Education Entitlement (FEEE)

FEEE is paid to the pre-school for all eligible children aged 2, 3 and 4 years. Working parents, who have 3 or 4 year olds, can also access up to 30 hours of FEEE. Parents also pay fees for additional non-funded hours to enable them to access employment, training or volunteering.

Disability Access Fund (DAF)

This funding is paid to early years providers with children in receipt of Disability Living Allowance (DLA). We also offer support and written evidence, when appropriate, to parents making a claim for DLA.

Special Educational Needs and Disabilities (SEND)

As a fully inclusive setting, Redwood Pre-School has a number of children who receive additional funding to support their particular needs. This is paid by the Local Authority from the 'Inclusion Fund' in addition to their FEEE. Some children, who have an 'Education and Healthcare Plan' (EHCP) also receive additional funding. All SEND funding is paid to the

pre-school to fund additional staffing costs, staff training, specific learning and support programmes, resources and equipment.

Family Membership Fees

Family Membership fees remained unchanged at £15 per family. The fee helps towards the costs of administration for the additional services and support that Redwood provides outside of the free early education entitlement.

Fees: Term Time and Playscheme

Term time and playscheme fees will increase from September 2020. Fee rates are regularly monitored to ensure financial sustainability for the preschool and to remain competitive in the borough and neighbouring areas.

Annual Accounts and Audit

Our accounting firm, Field Sullivan, conduct an independent examination of our accounting records each year and produce annual accounts.

Income and Expenditure

Total income for this year including bank transfers and restricted funding: **£528,879.14**

Total expenditure for the year including bank transfers and restricted funding: **£504,825.20**

Restricted funding transfers: **£0**

Total cash funds as at 31 August 2020: **£291,080.23**

Reserves

The Trustees free reserves policy is to set aside a minimum amount equivalent to approximately six months core expenditure. This is an amount equal to about £250,000. This level of reserves would ensure the orderly closing down of the charity and the discharge of all financial liabilities should the need arise.

Looking forward

During the coming year 2020/21 the finance subcommittee and management committee will focus on the following areas of work:

- Closely monitor the impact on funding and private income, adjusting budgets where necessary, in the light of Covid-19 (coronavirus)
- Closely monitor occupancy levels and staffing requirements
- Review fee policies
- Review the staff salary structure
- Review the Financial Controls policy and procedure document to reflect current practices
- Review the Reserves policy and continue with strategies to build on the reserve fund
- Explore new ways of generating income for core costs through grants, fundraising and general appeals.

Sarah Kendrick
Office Manager

Income and Expenditure Summary 2019-20

For period 01 Sep - 31 Aug	Unrestricted Funds £	Restricted Funds £	2020 Total £
Receipts			
Fees - parents, termtime + playscheme	94,997.09		94,997.09
Family Membership Fees	420.00		420.00
Snack Contributions	1,378.75		1,378.75
Free Early Education Entitlement (3+4 yo)	281,451.86		281,451.86
Free Early Education Entitlement (2yo)	76,047.33		76,047.33
SEND Inclusion (SENIF) Funding	10,758.42		10,758.42
Early Years Pupil Premium	5,305.30		5,305.30
Disability Access Fund	615.00		615.00
Education & Healthcare Plans	17,985.88		17,985.88
Payroll Service	2,759.00		2,759.00
Fundraising	0		0
Events (fun days, trips)	0		0
Donations	195.00		195.00
Photocopier	0		0
Bank Interest & Refunds	1,566.99		1,566.99
Bank Transfers	0		0
Other	1,966.08		1,966.08
Restricted Funding	0	33,432.44	33,432.44
Total Receipts	495,446.70	33,432.44	528,879.14
Payments			
Staff Wages, Paye, NI & Payroll	431,187.72		431,187.72
Premises (inc. rent & business rates)	32,301.94		32,301.94
Insurance	4,483.59		4,483.59
Consumables	9,969.93		9,969.93
Equipment	1,332.05		1,332.05
Commissioned Educational Services	0		0
Utilities	12,464.92		12,464.92
Cleaning & Janitorials	5,027.68		5,027.68
Health & Safety	508.15		508.15
Fundraising	0		0
Events	0		0
Advertising & Marketing	0		0
Photocopier	310.65		310.65
Membership & Registration Fees	773.65		773.65
Publications	179.00		179.00
Staff Training	1,155.00		1,155.00
Staff DBS Checks	116.87		116.87
Staff / Committee Expenses	0		0
Recruitment	0		0
Professional Fees	2,058.00		2,058.00
Bank Charges	60.00		60.00
Bank Transfers	0		0
Refunds	0		0
Contingency Fund	0		0
Restricted Funding	0	33,432.44	33,432.44
Other	2,896.05		2,896.05
Total Payments	471,392.76	33,432.44	504,825.20
Net receipts minus payments	24,053.94	0	24,053.94
Cash funds at start of year	267,026.29	0	267,026.29
Restricted Funding Transfers	0	0	0
Cash funds as at 31.08.20	291,080.23	0	291,080.23

Redwood Pre-School Staff Team

Term Time

Pre-School Coordinator & SENCO
Office Manager
Payroll & Admin Officer
Deputy Coordinator & Keyworker
Deputy Coordinator & Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Keyworker
Admin Support Officer
Cook
Cook
Playroom Assistant
Playroom Assistant
Lunch Assistant & Cleaner
Lunch Assistant
Cleaner

Kirstie Macqueen
Sarah Kendrick
Sue Sleaf
Conceicao De Sousa
Sobia Saqib
Alyshia Evans
Anila Gjeta
Anum Attia
Armonela Hoxha
Audrey Robinson
Evelyn Orliaku
Hajra Jogyat
Jessica Stoby
Lina Stoyanova
Nasreen Hassan
Samreen Akbar
Shukri Ali
Rebekah Stoby
Tracey McNulty
Linda LaRonde
Grazyna Kawka
Munazza Rasul
Eunice Hickson
Laje Gjana
Tracey Eve

Playscheme

Playscheme Coordinator
Play Assistant & Responsible Person
Play Assistant & Responsible Person
Play Assistant & Responsible Person
Play Assistant
Play Assistant
Play Assistant
Play Assistant
Play Assistant
Play Assistant
Play Assistant
Play Assistant
Lunch Assistant & Cleaner
Cleaner

Sobia Saqib
Conceicao De Sousa
Evelyn Orliaku
Hajra Jogyat
Anila Gjeta
Anum Attia
Armonela Hoxha
Audrey Robinson
Evelyn Orliaku
Jessica Stoby
Samreen Akbar
Eunice Hickson
Tracey Eve

Cover Staff

Catarina De Sousa
Eunice Hickson
Julie Green
Laje Gjana
Saima Shaikh
Sandra Shaw
Shazia Sajjad
Shehzana Aslam

Registered as a company limited by guarantee in England & Wales
Registered office: The Bell Centre, 3 Holloway Road, Leytonstone, London E11 4LD
Registered Company No: 4848315
Registered Charity No: 1100327
Ofsted Registration No: EY495048 Bell Centre and EY495047 Holy Trinity



Company registration number: 04848315

Charity registration number: 1100327

Redwood Pre-School

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2020

Field Sullivan Limited
70 Royal Hill
Greenwich
SE10 8RF

Redwood Pre-School

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Redwood Pre-School

Reference and Administrative Details

Chair	Helen Fawbert
Trustees	Helen Fawbert Farzana Hussain Kirstie Macqueen Stacey Young Zulekha Mayet
Secretary	Anna Yates
Principal Office	The Bell Centre 3 Holloway Road London E11 4LD
Registered Office	The Bell Centre 3 Holloway Road London E11 4LD
Company Registration Number	04848315
Charity Registration Number	1100327
Independent Examiner	Field Sullivan Limited 70 Royal Hill Greenwich SE10 8RF

Redwood Pre-School

Trustees' Report

This report should be read in conjunction with the Annual Report for the year ended 31 August 2020.

Public Benefit

The view of the management committee is that the charity has had proper regard for its obligations, as a registered charity, towards the Charity Commission's published guidance notes on public benefits. In particular, the charity continues to be fully inclusive whereby all children of the relevant ages are eligible to join the pre-schools services including children with special educational needs and disabilities. The charity has also continued its policy of sharing experiences with organisations of a similar nature, within reasonable geographic bounds.

Statement of Trustees' Responsibilities

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees must prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- a) select suitable accounting policies and then apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and accounting estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 15 August 2021 and signed on its behalf by:

H Fawbert

.....
Helen Fawbert
Chair and trustee

Redwood Pre-School

Independent Examiner's Report to the trustees of Redwood Pre-School

I report to the trustees (who are also Directors for the purpose of company law) on my examination of the financial statements of Redwood Pre-School ('the charitable company') for the year ended 31 August 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

As the charity's trustees of Redwood Pre-School (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Redwood Pre-School are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since Redwood Pre-School's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Redwood Pre-School as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Redwood Pre-School

Independent Examiner's Report to the trustees of Redwood Pre-School



Timothy Sullivan FCA
Field Sullivan Limited
70 Royal Hill
Greenwich
SE10 8RF

Date: 23/8/21

Redwood Pre-School

Statement of Financial Activities for the Year Ended 31 August 2020
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2020 £	Unrestricted funds £	Restricted funds £	Total 2019 £
Income and Endowments from:						
Donations and legacies		423,221	423,221	409,634	5,000	414,634
Charitable activities		92,466	92,466	144,936	-	144,936
Other trading activities	5	-	-	670	-	670
Investment income	6	1,567	1,567	1,598	-	1,598
Other income		5,519	5,519	8,325	-	8,325
Total income		522,773	522,773	565,163	5,000	570,163
Expenditure on:						
Charitable activities		(513,655)	(513,655)	(527,481)	(1,000)	(528,481)
Total expenditure		(513,655)	(513,655)	(527,481)	(1,000)	(528,481)
Net income		9,118	9,118	37,682	4,000	41,682
Transfers between funds		-	-	4,000	(4,000)	-
Net movement in funds		9,118	9,118	41,682	-	41,682
Reconciliation of funds						
Total funds brought forward		290,662	290,662	248,980	-	248,980
Total funds carried forward	16	299,780	299,780	290,662	-	290,662

All of the charity's activities derive from continuing operations during the above two periods.

Redwood Pre-School

(Registration number: 04848315)
Balance Sheet as at 31 August 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	12	6,286	12,933
Current assets			
Debtors	13	14,022	19,325
Cash at bank and in hand		<u>291,081</u>	<u>267,026</u>
		305,103	286,351
Creditors: Amounts falling due within one year	14	<u>(11,609)</u>	<u>(8,622)</u>
Net current assets		<u>293,494</u>	<u>277,729</u>
Net assets		<u>299,780</u>	<u>290,662</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>299,780</u>	<u>290,662</u>
Total funds	16	<u>299,780</u>	<u>290,662</u>

For the financial year ending 31 August 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' 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 directors acknowledge their responsibilities 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 on pages 5 to 18 were approved by the trustees, and authorised for issue on 15 August 2021 and signed on their behalf by:

H Fawbert

.....
Helen Fawbert
Chair and trustee

Redwood Pre-School

Statement of Cash Flows for the Year Ended 31 August 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Net cash income		9,118	41,682
Adjustments to cash flows from non-cash items			
Depreciation		7,505	8,709
Investment income	6	<u>(1,567)</u>	<u>(1,598)</u>
		15,056	48,793
Working capital adjustments			
Decrease in debtors	13	5,303	18,435
Increase/(decrease) in creditors	14	<u>2,987</u>	<u>(1,247)</u>
Net cash flows from operating activities		<u>23,346</u>	<u>65,981</u>
Cash flows from investing activities			
Interest receivable and similar income	6	1,567	1,598
Purchase of tangible fixed assets	12	(858)	(7,331)
Rounding		<u>-</u>	<u>(1)</u>
Net cash flows from investing activities		<u>709</u>	<u>(5,734)</u>
Net increase in cash and cash equivalents		24,055	60,247
Cash and cash equivalents at 1 September		<u>267,026</u>	<u>206,779</u>
Cash and cash equivalents at 31 August		<u><u>291,081</u></u>	<u><u>267,026</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

1 Charity status

The charity is limited by guarantee, incorporated in , and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

The Bell Centre
3 Holloway Road
London
E11 4LD

The principal place of business is:

The Bell Centre
3 Holloway Road
London
E11 4LD

These financial statements were authorised for issue by the trustees on 15 August 2021.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Redwood Pre-School 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	straight line over 4 years
Fixtures and fittings	straight line over 5 years

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

3 Voluntary income

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Donations and legacies;			
Leytonstone Community Pre-School	-	-	5,000
Donations	195	195	80
Grants, including capital grants;			
HMRC - CJRS	38,029	38,029	-
Grants	384,997	384,997	409,554
	423,221	423,221	414,634

4 Income from charitable activities

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Pre-School fees	92,466	92,466	144,936
	92,466	92,466	144,936

5 Income from other trading activities

	Total 2020	Total 2019
	£	£
Events income;		
Other events income	-	670
	-	670

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

6 Investment income

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Interest receivable and similar income; Interest receivable on bank deposits	<u>1,567</u>	<u>1,567</u>	<u>1,598</u>

7 Other income

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Other income	<u>5,519</u>	<u>5,519</u>	<u>8,325</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

8 Expenditure on charitable activities

	Total 2020 £	Total 2019 £
Wages and salaries	396,340	417,613
Social security costs	24,863	14,636
Pension costs	10,283	10,694
Staff training	1,155	1,670
Premises costs and utilities	33,926	36,233
Insurance	4,249	5,512
Repairs and maintenance	8,369	5,687
EHC equipment	2,318	-
Telephone and fax	2,471	2,511
Office expenses	1,189	1,475
Computer software	2,962	3,354
Printing, postage and stationery	311	392
Commissioned Educational Services	-	3,260
Materials and equipment	3,582	3,547
Shopping and school welfare	5,852	6,117
Sundries	1,614	1,603
Cleaning	4,890	3,740
Independent Examiner	1,716	1,668
Bank charges	60	60
Depreciation, amortisation and other similar costs	7,505	8,709
	513,655	528,481

9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2020 £	2019 £
Depreciation of fixed assets	7,505	8,709

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

10 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	396,340	417,613
Social security costs	24,863	14,636
Pension costs	10,283	10,694
	431,486	442,943

No employee received emoluments of more than £60,000 during the year.

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Furniture and equipment £	Computer equipment £	Total £
Cost			
At 1 September 2019	42,757	5,493	48,250
Additions	-	858	858
At 31 August 2020	42,757	6,351	49,108
Depreciation			
At 1 September 2019	30,430	4,887	35,317
Charge for the year	6,935	570	7,505
At 31 August 2020	37,365	5,457	42,822
Net book value			
At 31 August 2020	5,392	894	6,286
At 31 August 2019	12,327	606	12,933

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

13 Debtors

	2020 £	2019 £
Trade debtors	5,290	15,560
Prepayments	4,136	3,765
Accrued income	4,596	-
	<u>14,022</u>	<u>19,325</u>

14 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	69	-
Other taxation and social security	8,339	5,578
Other creditors	1,485	1,376
Accruals	1,716	1,668
	<u>11,609</u>	<u>8,622</u>

15 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £10,283 (2019 - £10,694).

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

16 Funds

2020

	Balance at 1 September 2019 £	Incoming resources £	Resources expended £	Balance at 31 August 2020 £
Unrestricted funds				
General	<u>290,662</u>	<u>522,773</u>	<u>(513,655)</u>	<u>299,780</u>

2019

	Balance at 1 September 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2019 £
Unrestricted funds					
General	248,980	565,163	(527,481)	4,000	290,662
Restricted funds	<u>-</u>	<u>(5,000)</u>	<u>1,000</u>	<u>4,000</u>	<u>-</u>
Total funds	<u>(248,980)</u>	<u>(570,163)</u>	<u>528,481</u>	<u>-</u>	<u>(290,662)</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

17 Analysis of net assets between funds

2020

	Unrestricted funds General £	Total funds £
Tangible fixed assets	6,286	6,286
Current assets	305,103	305,103
Current liabilities	<u>(11,609)</u>	<u>(11,609)</u>
Total net assets	<u><u>299,780</u></u>	<u><u>299,780</u></u>

2019

	Unrestricted funds General £	Restricted funds £	Total funds £
Tangible fixed assets	7,933	5,000	12,933
Current assets	286,351	-	286,351
Current liabilities	<u>(8,622)</u>	<u>-</u>	<u>(8,622)</u>
Total net assets	<u><u>285,662</u></u>	<u><u>5,000</u></u>	<u><u>290,662</u></u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

18 Analysis of net funds

2020

	At 1 September 2019 £	Cash flow £	At 31 August 2020 £
Cash at bank and in hand	267,026	24,055	291,081
Net debt	<u>267,026</u>	<u>24,055</u>	<u>291,081</u>

2019

	At 1 September 2018 £	Cash flow £	At 31 August 2019 £
Cash at bank and in hand	206,779	60,247	267,026
Net debt	<u>206,779</u>	<u>60,247</u>	<u>267,026</u>

19 Covid 19

This year has had unprecedented challenges due to COVID-19, and Redwood has risen to meet these, remaining open during lockdown for vulnerable children and the children of essential workers and reopening from 1st June using a bubble system, with reduced numbers of children, following government guidance throughout.

During the year the charity received £38,029 (2019: £nil) of Job Retention Scheme grants.

Company registration number: 04848315

Charity registration number: 1100327

Redwood Pre-School

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2020

Field Sullivan Limited
70 Royal Hill
Greenwich
SE10 8RF

Redwood Pre-School

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Redwood Pre-School

Reference and Administrative Details

Chair	Helen Fawbert
Trustees	Helen Fawbert Farzana Hussain Kirstie Macqueen Stacey Young Zulekha Mayet
Secretary	Anna Yates
Principal Office	The Bell Centre 3 Holloway Road London E11 4LD
Registered Office	The Bell Centre 3 Holloway Road London E11 4LD
Company Registration Number	04848315
Charity Registration Number	1100327
Independent Examiner	Field Sullivan Limited 70 Royal Hill Greenwich SE10 8RF

Redwood Pre-School

Trustees' Report

This report should be read in conjunction with the Annual Report for the year ended 31 August 2020.

Public Benefit

The view of the management committee is that the charity has had proper regard for its obligations, as a registered charity, towards the Charity Commission's published guidance notes on public benefits. In particular, the charity continues to be fully inclusive whereby all children of the relevant ages are eligible to join the pre-schools services including children with special educational needs and disabilities. The charity has also continued its policy of sharing experiences with organisations of a similar nature, within reasonable geographic bounds.

Statement of Trustees' Responsibilities

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees must prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- a) select suitable accounting policies and then apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and accounting estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 15 August 2021 and signed on its behalf by:

H Fawbert

.....
Helen Fawbert
Chair and trustee

Redwood Pre-School

Independent Examiner's Report to the trustees of Redwood Pre-School

I report to the trustees (who are also Directors for the purpose of company law) on my examination of the financial statements of Redwood Pre-School ('the charitable company') for the year ended 31 August 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

As the charity's trustees of Redwood Pre-School (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Redwood Pre-School are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since Redwood Pre-School's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Redwood Pre-School as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Redwood Pre-School

Independent Examiner's Report to the trustees of Redwood Pre-School



Timothy Sullivan FCA
Field Sullivan Limited
70 Royal Hill
Greenwich
SE10 8RF

Date: 23/8/21

Redwood Pre-School

Statement of Financial Activities for the Year Ended 31 August 2020
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2020 £	Unrestricted funds £	Restricted funds £	Total 2019 £
Income and Endowments from:						
Donations and legacies		423,221	423,221	409,634	5,000	414,634
Charitable activities		92,466	92,466	144,936	-	144,936
Other trading activities	5	-	-	670	-	670
Investment income	6	1,567	1,567	1,598	-	1,598
Other income		5,519	5,519	8,325	-	8,325
Total income		522,773	522,773	565,163	5,000	570,163
Expenditure on:						
Charitable activities		(513,655)	(513,655)	(527,481)	(1,000)	(528,481)
Total expenditure		(513,655)	(513,655)	(527,481)	(1,000)	(528,481)
Net income		9,118	9,118	37,682	4,000	41,682
Transfers between funds		-	-	4,000	(4,000)	-
Net movement in funds		9,118	9,118	41,682	-	41,682
Reconciliation of funds						
Total funds brought forward		290,662	290,662	248,980	-	248,980
Total funds carried forward	16	299,780	299,780	290,662	-	290,662

All of the charity's activities derive from continuing operations during the above two periods.

Redwood Pre-School

(Registration number: 04848315)
Balance Sheet as at 31 August 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	12	6,286	12,933
Current assets			
Debtors	13	14,022	19,325
Cash at bank and in hand		<u>291,081</u>	<u>267,026</u>
		305,103	286,351
Creditors: Amounts falling due within one year	14	<u>(11,609)</u>	<u>(8,622)</u>
Net current assets		<u>293,494</u>	<u>277,729</u>
Net assets		<u>299,780</u>	<u>290,662</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>299,780</u>	<u>290,662</u>
Total funds	16	<u>299,780</u>	<u>290,662</u>

For the financial year ending 31 August 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' 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 directors acknowledge their responsibilities 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 on pages 5 to 18 were approved by the trustees, and authorised for issue on 15 August 2021 and signed on their behalf by:

H Fawbert

.....
Helen Fawbert
Chair and trustee

Redwood Pre-School

Statement of Cash Flows for the Year Ended 31 August 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Net cash income		9,118	41,682
Adjustments to cash flows from non-cash items			
Depreciation		7,505	8,709
Investment income	6	<u>(1,567)</u>	<u>(1,598)</u>
		15,056	48,793
Working capital adjustments			
Decrease in debtors	13	5,303	18,435
Increase/(decrease) in creditors	14	<u>2,987</u>	<u>(1,247)</u>
Net cash flows from operating activities		<u>23,346</u>	<u>65,981</u>
Cash flows from investing activities			
Interest receivable and similar income	6	1,567	1,598
Purchase of tangible fixed assets	12	(858)	(7,331)
Rounding		<u>-</u>	<u>(1)</u>
Net cash flows from investing activities		<u>709</u>	<u>(5,734)</u>
Net increase in cash and cash equivalents		24,055	60,247
Cash and cash equivalents at 1 September		<u>267,026</u>	<u>206,779</u>
Cash and cash equivalents at 31 August		<u><u>291,081</u></u>	<u><u>267,026</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

1 Charity status

The charity is limited by guarantee, incorporated in , and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

The Bell Centre
3 Holloway Road
London
E11 4LD

The principal place of business is:

The Bell Centre
3 Holloway Road
London
E11 4LD

These financial statements were authorised for issue by the trustees on 15 August 2021.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Redwood Pre-School 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	straight line over 4 years
Fixtures and fittings	straight line over 5 years

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

3 Voluntary income

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Donations and legacies;			
Leytonstone Community Pre-School	-	-	5,000
Donations	195	195	80
Grants, including capital grants;			
HMRC - CJRS	38,029	38,029	-
Grants	384,997	384,997	409,554
	423,221	423,221	414,634

4 Income from charitable activities

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Pre-School fees	92,466	92,466	144,936
	92,466	92,466	144,936

5 Income from other trading activities

	Total 2020	Total 2019
	£	£
Events income;		
Other events income	-	670
	-	670

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

6 Investment income

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Interest receivable and similar income; Interest receivable on bank deposits	<u>1,567</u>	<u>1,567</u>	<u>1,598</u>

7 Other income

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Other income	<u>5,519</u>	<u>5,519</u>	<u>8,325</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

8 Expenditure on charitable activities

	Total 2020 £	Total 2019 £
Wages and salaries	396,340	417,613
Social security costs	24,863	14,636
Pension costs	10,283	10,694
Staff training	1,155	1,670
Premises costs and utilities	33,926	36,233
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Repairs and maintenance	8,369	5,687
EHC equipment	2,318	-
Telephone and fax	2,471	2,511
Office expenses	1,189	1,475
Computer software	2,962	3,354
Printing, postage and stationery	311	392
Commissioned Educational Services	-	3,260
Materials and equipment	3,582	3,547
Shopping and school welfare	5,852	6,117
Sundries	1,614	1,603
Cleaning	4,890	3,740
Independent Examiner	1,716	1,668
Bank charges	60	60
Depreciation, amortisation and other similar costs	7,505	8,709
	513,655	528,481

9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2020 £	2019 £
Depreciation of fixed assets	7,505	8,709

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

10 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	396,340	417,613
Social security costs	24,863	14,636
Pension costs	10,283	10,694
	431,486	442,943

No employee received emoluments of more than £60,000 during the year.

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Furniture and equipment £	Computer equipment £	Total £
Cost			
At 1 September 2019	42,757	5,493	48,250
Additions	-	858	858
At 31 August 2020	42,757	6,351	49,108
Depreciation			
At 1 September 2019	30,430	4,887	35,317
Charge for the year	6,935	570	7,505
At 31 August 2020	37,365	5,457	42,822
Net book value			
At 31 August 2020	5,392	894	6,286
At 31 August 2019	12,327	606	12,933

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

13 Debtors

	2020 £	2019 £
Trade debtors	5,290	15,560
Prepayments	4,136	3,765
Accrued income	4,596	-
	<u>14,022</u>	<u>19,325</u>

14 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	69	-
Other taxation and social security	8,339	5,578
Other creditors	1,485	1,376
Accruals	1,716	1,668
	<u>11,609</u>	<u>8,622</u>

15 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £10,283 (2019 - £10,694).

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

16 Funds

2020

	Balance at 1 September 2019 £	Incoming resources £	Resources expended £	Balance at 31 August 2020 £
Unrestricted funds				
General	<u>290,662</u>	<u>522,773</u>	<u>(513,655)</u>	<u>299,780</u>

2019

	Balance at 1 September 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2019 £
Unrestricted funds					
General	248,980	565,163	(527,481)	4,000	290,662
Restricted funds	<u>-</u>	<u>(5,000)</u>	<u>1,000</u>	<u>4,000</u>	<u>-</u>
Total funds	<u>(248,980)</u>	<u>(570,163)</u>	<u>528,481</u>	<u>-</u>	<u>(290,662)</u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

17 Analysis of net assets between funds

2020

	Unrestricted funds General £	Total funds £
Tangible fixed assets	6,286	6,286
Current assets	305,103	305,103
Current liabilities	<u>(11,609)</u>	<u>(11,609)</u>
Total net assets	<u><u>299,780</u></u>	<u><u>299,780</u></u>

2019

	Unrestricted funds General £	Restricted funds £	Total funds £
Tangible fixed assets	7,933	5,000	12,933
Current assets	286,351	-	286,351
Current liabilities	<u>(8,622)</u>	<u>-</u>	<u>(8,622)</u>
Total net assets	<u><u>285,662</u></u>	<u><u>5,000</u></u>	<u><u>290,662</u></u>

Redwood Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2020

18 Analysis of net funds

2020

	At 1 September 2019 £	Cash flow £	At 31 August 2020 £
Cash at bank and in hand	267,026	24,055	291,081
Net debt	<u>267,026</u>	<u>24,055</u>	<u>291,081</u>

2019

	At 1 September 2018 £	Cash flow £	At 31 August 2019 £
Cash at bank and in hand	206,779	60,247	267,026
Net debt	<u>206,779</u>	<u>60,247</u>	<u>267,026</u>

19 Covid 19

This year has had unprecedented challenges due to COVID-19, and Redwood has risen to meet these, remaining open during lockdown for vulnerable children and the children of essential workers and reopening from 1st June using a bubble system, with reduced numbers of children, following government guidance throughout.

During the year the charity received £38,029 (2019: £nil) of Job Retention Scheme grants.