



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 8th	Month August	Year 2022		Day 7th	Month August	Year 2023

## Section A Reference and administration details

Charity name	Happy Hands Pre-school & Childcare
Other names charity is known by	
Registered charity number (if any)	1104689
Charity's principal address	McIntyre Road
	Stocksbridge
	Sheffield
Postcode	S36 1DG

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Maureen Aldous			Committee
2	Mrs Carol Foster			Committee
3	Mrs Philomena Washington			Committee
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Early Years Alliance
Trustee selection methods (eg. appointed by, elected by)	By the committee

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To provide a quality educational experience in a safe, secure and stimulating environment. Our aim is to give each child opportunities to be creative, to learn and grow through play. Parents and carers are valued and respected, consulted and kept informed. They are also encouraged, involved and included as members of our setting.

### Summary of the main activities undertaken for the public benefit in relation to

There are two main nursery sessions per day for local children. We offer free nursery places for 3-4 year olds offering both 15 hours Free Early

**these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Learning and 30-hour Extended Free Early Learning.

Younger children from 2 years are accepted through the 2-year free early learning plus can be fee paying. Happy Hands offers children appropriate play and educational experiences in conjunction with the governments Early Years Foundation Stage Curriculum.

We are committed to creating an environment for all individuals which provides equality and fairness to all, regardless of race, culture or religion. Within this we are proud to be able to provide an inclusive space for all including children with special educational needs.

We are regulated by Ofsted and adhere to all relevant health and safety regulations. We are also members of the Early Years Alliance.

Happy Hands also offers local families wrap around care through a breakfast and out of school club each day prior to and following nursery sessions. (7.45am – 6pm)

During nursery and club sessions we utilise all areas fully especially the outdoors, as we feel this provides and enhances a positive educational experience for all our children to enjoy and develop within.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## **Section D**

## **Achievements and performance**

**Summary of the main achievements of the charity during the year**

Our year has been action packed and full of a variety of interesting and thought provoking events. This has helped us to provide all our children with a rich tapestry of experiences for all to weave together enabling individual characters and personalities to develop and grow successfully. This is gratefully helped by the whole staff team, parents, volunteers and students, supporting and nurturing our flourishing space.

Harvest time at Happy Hands this year has reaped an exciting yield of different produce. The children worked with great enthusiasm to collect apples, carrots and many wonderful tomatoes.

Later in the year we planted radishes, peas and were extremely excited for the beans to grow just like in the story of Jack and the Beanstalk. Although we didn't quite make it to the top of the beanstalk.

Over the year we helped everyone gain knowledge and understanding through experiencing different celebrations of many exciting occasions including: - Divali, Christmas, Chinese New Year, Pancake day, St Patrick's day, Lent, Easter when Fr Dominic came to visit, helping us with prayers and blessings. This encouraged further interest around the Ascension and joining in with St Ann's school Pentecost Parade by

## Section D

## Achievements and performance

making lots of noise as they set off to the local shopping centre, Fox Valley. A very special party celebration was held with our neighbours for the King's Coronation in May.

Working with all the children and their parents to get the very best for individual learning resulted in our 'in the moment' planning being adapted this year. Through observations we saw that many children didn't want to or didn't know how to get involved in 'messy' play. As we had never seen this before and after much deliberation we concluded that it was possibly due to the fact that the children were COVID babies. For all their lives they have had to keep their hands clean. We pursued ideas and kept encouraging experimentation both with inside and out door play and success came by Christmas.

During the year we have had a delightful assortment of different and diverse experiences and activities for the children to take part in. These are provided free over and above our meticulous planning and implementation of the EYFS curriculum throughout our environment. We started with welcoming back our **YOGA** lady. As soon as the children see her arriving they immediately make their way to the allocated area.

**Noodle Performing Arts** entertained at the Christmas party and again throughout the summer term providing physical interaction through creative games and IMAGINATIVE activities for the children to engage with. **Rugby Tots** encouraged listening skills; balancing & kicking balls; matching; stacking and lots of running around. **Gymnastics** classes provided by one of our mums where absolutely fantastic, especially mastering forward rolls. **Robot Reg** helped us consolidate our childrens foundations for reading and writing with games both fine and gross motor that teach sound recognition, aliteration, oral blending and segmenting building on the necessary foundations for reading and writing. Our music man also provided us with guitar music to help the children sing nursery rhymes.

In May we achieved for the 3<sup>rd</sup> time the **Sheffield Healthy Early Years Status** by demonstrating best practice in giving all our children the best start in life. Through our parent partnership and weekly emails we consistently provide links to topics helping to keep all our children Active, Happy Healthy and Safe. Our tooth brushing club continues to be a success during nursery sessions.

Everyone including staff, parents and St Ann's school were fasinated by the arrival of our incubator and eggs. We waited and waited patiently. Then we watched the eggs hatching and the chicks appearing. They were very loud and liked lots of food. We called them Millie, Dilly, Lottie and Dottie. It was very quiet when they went back to the farm. Training was very comprehensive as we again this year took advantage of the Sheffield City Council Early Years

Professional Development Training Programme. All courses are reviewed and relevant learning added to our future practice to ensure that improvements and adjustments are embedded to guarantee we retain our **OUTSTANDING** status. Essential Safeguarding, Food Hygiene and Prevent training being completed by all staff.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

We aim to manage our finances responsibly, budget for predictable fluctuations in income and hold reserves to cover expenses due to other eventualities including staff redundancy payments in the case that the Pre-School had to close.

Forecasted running costs are looking to increase to £170.00 therefore the reserve we hold will include redundancy estimated at £35.000 alongside future building projects to include the now priority of the refurbishing of the outdoor play area due to deterioration and safety concerns. Estimates for this would start at around £35.000

The change to the financial year has enabled us to work with the advanced payment of the Free Early Learning monies we received from the Government to help organise

**Details of any funds materially in deficit****Further financial review details (Optional information)**

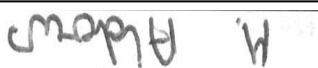
You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F Other optional information****Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Maureen Aldous	
Position (eg Secretary, Chair, etc)	Committee member/Trustee	
Date	24 <sup>th</sup> May 2024	



Happy Hands Pre School and Childcare

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

8th August 2022

To

7th August 2023

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Nursery Income	-	-	-	109,965	81,917
Club	-	-	-	50,280	33,297
Fundraising/grants	-	-	-	222	3,160
Milk	-	-	-	519	464
Uniform	-	-	-	-	45
Other	-	-	-	940	297
Building Society Interest	-	-	-	-	11
Building Society Transfer	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	-	-	-	161,926	119,191
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	161,926	119,191
<b>A3 Payments</b>					
Wages & Inland revenue	-	-	-	109,401	94,421
Payroll/NEST	-	-	-	5,688	4,483
Rent, rates & water	-	-	-	1,452	1,311
Utilities	-	-	-	2,370	2,289
Insurance	-	-	-	2,314	1,220
Equipment	-	-	-	9,687	5,307
Petty cash inc snack/post/travel	-	-	-	2,250	2,000
Uniform	-	-	-	283	571
Maintenance	-	-	-	1,171	469
ABS Leasing	-	-	-	1,219	1,662
Computer	-	-	-	-	279
Other	-	-	-	12,256	5,125
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	148,091	119,137
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	-	-	148,091	119,137
<b>Net of receipts/(payments)</b>	-	-	-	13,835	42
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	-	-	-	13,835	42

Section B Statement of assets and liabilities at the end of the period

Categories	Details			Resticted funds to nearest £
B1 Cash funds	Nat west	-	91,988	73864
	Building society	-	-	18,130
	<b>Total cash funds</b>	-	91,988	91,994
	(agree balances with receipts and payments account(s))	OK	Agreement Error	
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Happy Hands Pre-school & Childcare

On accounts for the year  
ended

07/08/2023

Charity no  
(if any)

1104689

Set out on pages

1

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's  
statement

In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~\*)

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

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

Signed:

Robert Palmer

Date:

24-5-2024

Name:

Robert Palmer

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

Association of Chartered Certified Accountants

Address:

43 Studfield Hill

Sheffield S6 4SH



Only complete if the examiner needs to highlight material problems.

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