

MAGIC DRAGON PRE-SCHOOL

Bishopston, Bristol

Registered Office: 66 Kings Drive, Bishopston, Bristol BS7 8JH

Registered as a Company limited by Guarantee in England & Wales

Registered No. 5165820

Registered Charity No. 1105204

Accounts and report for year ended 31st August 2020

Magic Dragon Pre-School

Balance Sheet, year-end 31st August 2020

Registered as a company limited by Guarantee in England & Wales

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	2020 £	2019 £
General Fund		
Balance at 1.9.19	29,504	29,226
Receipts	44,376	56,840
Expenditure	48,583	56,562
Balance at 31.8.20	<u>25,297</u>	<u>29,504</u>

Capital Grant (Staff Welfare)

Balance at 1.9.19	221	519
Expenditure	<u>221</u>	<u>298</u>
Balance at 31.8.20	<u>0</u>	<u>221</u>

Total Funds	<u>25,297</u>	<u>29,725</u>
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Represented by:

Cash at Bank	13,287	13,641
Bank Deposit Account	<u>12,010</u>	<u>16,084</u>
	<u>25,297</u>	<u>29,725</u>

For the year ending 31st August 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for

complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

These accounts were approved on 21st October 2020

Signed



Director: B Ojari

Signed



Director: M Lord

Magic Dragon Pre-School, Bristol

Annual Report for year ended 31 August 2020

Registered as a company limited by Guarantee in England and Wales

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1. COVID-19

Preschool closed on March 19th 2020 and did not reopen until September 2020. Six members of staff were furloughed. The leader continued to provide some level of support to the preschool community with regular emails, activity suggestions, Facebook posts and story reading videos, video messages for the children, letters from the staff to their key children, home packs available to borrow and a Having Fun At Home booklet full of play ideas and information.

2. Staffing

Sadly after many years Cathy has stepped down as a preschool practitioner at Magic Dragon. We would like to thank Cathy for all of her hard work supporting children in their learning. Niki has moved to the yellow group and Sally has moved to work with the blue group.

3. BAND

We are a member of this organisation which supports us with welfare requirements. Our development worker, Elizabeth Male, has provided us with support throughout the year. Ellie and Elizabeth from BAND carried out a pre-OFSTED check of our preschool in December 2019. We have some actions as a result of this visit including ensuring all staff are confident to discuss Safeguarding questions with an inspector. The management team drafted a set of questions with model answers relating to Magic Dragon to be shared with staff and the committee.

Our policies were reviewed and as a result we have adopted all of the BAND policies from September 2020.

A suggestion was made by BAND about lunch club provision and as a result, children now go outside after lunch and access our outdoor provision as well as having an activity available inside 'to ensure that children are still accessing comprehensive learning opportunities'.

A target for the staff was to ensure that staff knew about the role of the Local Authority Designated Officer (LADO) in managing staff allegations. As a result of this target, staff meeting time was allocated to talking about the role of the LADO. Another target was to further encourage children to be more independent which we are achieving by encouraging children to wash their hands rather than just using hand sanitiser, being involved in snack preparation, selecting their lunch boxes themselves from the trolley at lunch time and being involved in setting up activities outside.

4. Policies

Magic Dragon Preschool policies have been reviewed and updated during the year according to our schedule. We have adopted the BAND policies on their recommendation. New policies adopted include a COVID-19 policy, environmental policy, contingency planning policy, zero tolerance policy and a sun cream policy.

5. Health and Safety

The team carries out a daily check of premises and equipment. An annual health and safety and fire risk assessment was due to be carried out on the premises by the Committee Chair together with Sally in June 2020, but this has been postponed until November 2020. The church hall representative has carried out a health and safety check with Niki in September 2020.

New body map forms were introduced last year to ensure a comprehensive record of any accidents was kept. Sally also compiles and analyses all of the accidents that occur at Magic Dragon and feeds back to staff at each staff meeting.

6. Staff development and training

During the year staff attended various training and workshops, and completed some online training through Educare (provided by The Early Years Alliance, of which we are a member) to update and enhance their knowledge and skills.

Sally, our SENCO, has attended regular briefings throughout the year. Visits with the local authority Inclusion and Portage team were also carried out.

Niki has undertaken the necessary training for her role as Leader, including attending the local Leaders Network meetings, a very useful forum for sharing common issues. Ali, our Designated Safeguarding Leader, has attended Safeguarding cluster meetings and a multi-agency network workshop.

All staff have been kept up-to-date by in-house safeguarding training.

Supervision sessions (individual and group) and appraisals have been carried out for all staff.

An INSET in September 2020 focused on preparations for the children returning after lockdown including how we could support children's mental health and sharing of information between keypeople for the blue group children.

7. Fundraising & Events

The Having Fun At Home booklet was designed and produced in order to raise some funds for preschool and promote the preschool in the local area. This is an ongoing task.

8. Other events

The children enjoyed lots of trips last year including a trip to the post box, a shape hunt around Bishop Road, an Autumn sensory walk, a traffic survey on Bishop Road, a sports day at a local school, a trip to the supermarket to buy ingredients to make bird feeders and a pirate treasure hunt following a route on a map of the local area.

Termly coffee mornings were held for parents to get to know each other and a short workshop/presentation was delivered by Niki to support parents in helping their children at home.

Parents were invited in to share lunch with the children after we had made an Autumn soup, they were also invited in to watch the Chinese New Year dance and to watch our Christmas show on the stage in the hall. We also had visits from a local Optician, a Chinese dragon head was loaned to us by a parent to help celebrate Chinese New Year and a parent doctor came in to lead a session with the children.

Learning journals now go home every term and the children's next steps are shared verbally with parents so that we can work together and share what we do at preschool.

9. Register

At the end of the year there were twenty children on the register at Magic Dragon, with 5 leaving to start Reception and 3 to join another preschool in September and one child moving away from the area.

10. Promotion

This has been a focus over the past year. Flyers have been designed, printed and dropped through letterboxes and put up around the local area. The Facebook page has been more widely used to promote what we do at preschool. An open morning was organised for October 2019 and the one to be held on March 19th 2020 was cancelled. The website has been updated to make it more accessible for parents to access information and for new parents enquiring to get in touch more easily.

This report was approved on 21st October 2020

Signed:



Director: B Ojari

Signed:



Director: M Lord



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

MAGIC DRAGON PRE-SCHOOL

On accounts for the year
ended

31st AUGUST 2020

Charity no
(if any)

1105204.

Set out on pages

1 - 3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2020.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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

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

I have no concerns and have come across no other matters in connection with the examination to which 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:

J.E. Hillman.

Date:

30/6/2021

Name:

JANETTE E. HILLMAN.

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

Address:

26 FENTON ROAD

BISHOPSTON

BRISTOL BS7 8ND.