



Steady Steps Pre School
Annual Trustees Report & Financial Accounts for
Year ending August 2021

Aims and Objectives:

Steady Steps Pre-school provides quality care and education to children aged from 2 years to rising 5. Our aim is to enhance the learning and development of children under the statutory school age by:

- Providing a warm safe environment
- Providing appropriate play based educational activities and care facilities based on the child's individual needs, interests and abilities
- Respecting diversity and promote equality of opportunity to children to ensure each child can reach their full potential while in our care
- Working closely with parents and carers
- Working closely with other agencies involved in the welfare of the child and or family
- Ensure the practice manager remains up to date with current practice and legislation
- Ensuring all staff have relevant qualifications and experience to carry out their duties to a high standard and can evidence on-going continual professional development
- Adhering to the aims and objectives of the pre-school Learning Alliance

Powers:

To pursuance of the objectives the pre-school shall have the following powers: -

- To provide accommodation and equipment
- To raise money to pay for the pre-school activities
- To make such payments as shall be necessary

Reserves:

To set aside funds for special purposes or as reserves against future expenditure. In accordance with the Pre-schools Articles of Association the setting is permitted to engage in lawful activity that shall further the Charitable objectives. Money not immediately required to meet objectives may be kept as reserves for the purpose of furthering the charitable objectives e.g. future sustainability and development. We aim to utilise income from restricted funds as soon as reasonably possible after receipt.

Family Dynamics:

As an inclusive setting we continue to provide care and education to a diverse range of families within our local community and surrounding areas. Family dynamics this year include;

- Vulnerable families
- Young parents
- Service families
- Children with SEND
- Looked After children
- Ethnic Minority
- Mental Health related illnesses

At Steady Steps we aim to ensure every child regardless of the family circumstance can reach their full potential during their time with us. To achieve this, we value the importance of working in partnership with the parents/carers by offering throughout the year:

- Open door policy
- Informal and formal meetings
- Service family coffee mornings
- Family events (fund raising fetes, children's performances, community walks)
- Stay and play sessions
- Celebrate family members day
- Working with other agencies for support and guidance.

In the Nursery room we had children attend who were in receipt of 2 year funding, and in the pre-school vulnerable children were in receipt of Early Years Pupil Premium. This year we have worked during the Covid pandemic, remaining open to vulnerable children and children of essential workers. We offered a service during the Easter break 2020 to ensure parents, who were classed as critical workers could go to work. Due to reduced number of children attending we had to furlough a percentage of staff, slowly as numbers increased staff came back to work and were all back in employment by the end of the summer term 2021.

Achievements and performance:

Mrs Lambert and Miss Payne have completed their Level 3 Early Years Educator course.

We took part in a project overseen by Hampshire Services for Young Children to support children's physical development. Our provision was praised for the opportunities offered to children in our setting to develop their gross and fine motor skills.

To ensure we maintain the high quality and standards expected of our setting we enrolled on the National Day Nursery Association Accreditation scheme. Although the pandemic has had a huge impact on our provision, we felt it important to deliver a service that reflected our ethos and standards, the accreditation process will ensure we adopt a reflective approach to monitoring our practice

Development Plans for the future:

Unfortunately, we were not able to work towards our partnership with parents' program due to the restrictions we were faced during the COVID pandemic, therefore we aim to enhance the way in which we create partnerships with parents and carers. It is hoped that we can form a Parent run group to enable them to have a voice and share their ideas. It is also hoped that the manager and room leaders will provide informative workshops for all parents in the future.

We want to include the local community and environment as a source of learning. A sense of community plays an important role in the development of a child's feelings of belonging and security. We acknowledge that *early years' experience* should build on what children already know and can do and believe that Community influences can have a positive impact on children by making investments that support healthy social and cognitive development. Children are more likely to succeed in school and boost children's/human cultural capital, a key ingredient for building strong communities.

In response to the needs of our youngest children in the community and the impact of children born during the pandemic we have made the decision to take children from the age of 18months. This is to enable socialisation and to support early speech, language and communication skills.

We also plan to work closely with the Health Visiting team and offer a weight and height clinic in our setting.

The trustees have re commenced discussion to consider changing the way Steady Steps Pre School are structured to a Charitable Incorporated Organisation (CIO) The accounting period was successfully changed and from August 2021 our financial period will be from September 1st to 31st August

Structure, Governance and Management: Please refer to page 3 of the Financial Accounts for year ending August 2021 'The charity, its Members, Board of Trustees, Staff and Professional Advisors'

Our setting continues to be governed by its Memorandum and Articles of Association, is a Limited Company by Guarantee as defined by the Companies Act 2006. In accordance with the Articles the Charity is managed by the Committee, the Trustees (Charities Act 2006) is made up of Affiliated and non-affiliated members. The Trustees are appointed on the basis of their willingness to meet the roles and responsibilities of a Trustee, complete a full induction and have an enhanced DBS certificate (this process is part of the induction requirements). The committee meet termly and decisions are made by a majority decision.

We continue to employ a manager who is also a director/Trustee in accordance with the Memorandum and Articles of association.

References and Administration details: Please refer the Financial Accounts for year ending August 2021 'The charity, its Members, Board of Trustees, Staff and Professional Advisors'

This report has been completed by Julie Pickthall

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

REPORT OF THE TRUSTEES
and
STATEMENT OF ACCOUNTS

1 April 2020 - 31 August 2021

Company registration number: 6403351

Charity registration number: 1128288

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

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STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

**THE CHARITY, ITS MEMBERS,
BOARD OF TRUSTEES, STAFF AND PROFESSIONAL ADVISERS**

Period ended 31 August 2021

THE TRUST:

Registered name : Steady Steps Pre-School
Legal status : Company limited by guarantee
Registered office : Copse Lane
Gosport
Hampshire PO13 0DH
Company registration no. : 6403351
Registered charity no. : 1128288
Telephone number : 01329 237338
Email address : steadysteps@hotmail.co.uk

BOARD OF TRUSTEES

Officers

Treasurer: Joseph Harris

Elected members

Joseph Harris	Julie Pickthall	Cheree Rathbone
Andrew Brown	Clarice Bailey	Michelle Aston
Jennifer McKeever	Kirsty Kitchen	

Cheree Rathbone appointed effective 14 May 2021
Kirsty Kitchen resigned effective 6 January 2022

**COMPANY SECRETARY
MANAGEMENT**

Clarice Bailey
Early Years Practitioner: Julie Pickthall

PROFESSIONAL ADVISERS

Independent examiner: D Clarke ACA, Wood, Hicks & Co Ltd,
Chartered Accountants, Units 1-2 Warrior Court,
9-11 Mumby Road, Gosport, Hampshire, PO12 1BS
Bankers: Lloyds, 20-24 High Street, Gosport, Hampshire,
PO12 1DE

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

TRUSTEES' ANNUAL REPORT

Period ended 31 August 2021

AIMS AND OBJECTIVES:

Steady Steps Pre-school provides quality care and education to children aged from 2 years rising to 5. Our aim is to enhance the learning and development of children under the statutory school age by:

- Providing a warm safe environment
- Providing appropriate play based educational activities and care facilities based on the child's individual needs, interests and abilities
- Respecting diversity and promote equality of opportunity to children to ensure each child can reach their full potential while in our care
- Working closely with parents and carers
- Working closely with other agencies involved in the welfare of the child and or family
- Ensure the practice manager remains up to date with current practice and legislation
- Ensuring all staff have relevant qualifications and experience to carry out their duties to a high standard and can evidence on-going continual professional development
- Adhering to the aims and objectives of the pre School Learning Alliance

POWERS:

To pursuance of the objectives, the pre-school shall have the following powers:-

- To provide accommodation and equipment
- To raise money to pay for the pre-school activities
- To make such payments as shall be necessary

RESERVES:

To set aside funds for special purposes or as reserves against future expenditure. In accordance with the Pre-schools Articles of Association the setting is permitted to engage in lawful activity that shall further the Charitable objectives. Money not immediately required to meet objectives may be kept as reserves for the purpose of furthering the charitable objectives e.g. future sustainability and development. We aim to utilise income from restricted funds as soon as reasonably possible after receipt.

FINANCIAL POSITION:

The Trustees consider that the financial position of the Pre-school is satisfactory and that the Charities assets are available and adequate to fulfil its obligations.

FAMILY DYNAMICS:

As an inclusive setting we continue to provide care and education to a diverse range of families within our local community and surrounding areas. Family dynamics this period include;

STEADY STEPS PRE-SCHOOL
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TRUSTEES' ANNUAL REPORT

Period ended 31 August 2021

- Vulnerable families
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- Children with SEND
- Looked After children
- Ethnic Minority
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- Open door policy
- Informal and formal meetings
- Service family coffee mornings
- Family events (fund raising fetes, children's performances, community walks)
- Stay and play sessions
- Celebrate family members day
- Working with other agencies for support and guidance.

In the Nursery room we had children attend who were in receipt of 2 year funding, and in the pre-school vulnerable children were in receipt of Early Years Pupil Premium. This period we have worked during the Covid pandemic, remaining open to vulnerable children and children of essential workers. We offered a service during the Easter break 2020 to ensure parents, who were classed as critical workers could go to work. Due to reduced number of children attending we had to furlough a percentage of staff, slowly as numbers increased staff came back to work and were all back in employment by the end of the summer term 2021.

ACHIEVEMENTS AND PERFORMANCE:

Mrs Lambert and Miss Payne have completed their Level 3 Early Years Educator course.

We took part in a project overseen by Hampshire Services for Young Children to support children's physical development. Our provision was praised for the opportunities offered to children in our setting to develop their gross and fine motor skills.

To ensure we maintain the high quality and standards expected of our setting we enrolled on the National Day Nursery Association Accreditation scheme. Although the pandemic has had a huge impact on our provision, we felt it important to deliver a service that reflected our ethos and standards, the accreditation process will ensure we adopt a reflective approach to monitoring our practice.

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

TRUSTEES' ANNUAL REPORT

Period ended 31 August 2021

DEVELOPMENT PLANS FOR THE FUTURE:

Unfortunately, we were not able to work towards our partnership with parents' program due to the restrictions we were faced during the COVID pandemic, therefore we aim to enhance the way in which we create partnerships with parents and carers. It is hoped that we can form a Parent run group to enable them to have a voice and share their ideas. It is also hoped that the manager and room leaders will provide informative workshops for all parents in the future.

We want to include the local community and environment as a source of learning. A sense of community plays an important role in the development of a child's feelings of belonging and security. We acknowledge that early years' experience should build on what children already know and can do and believe that Community influences can have a positive impact on children by making investments that support healthy social and cognitive development. Children are more likely to succeed in school and boost children's/human cultural capital, a key ingredient for building strong communities.

In response to the needs of our youngest children in the community and the impact of children born during the pandemic we have made the decision to take children from the age of 18months. This is to enable socialisation and to support early speech, language and communication skills.

We also plan to work closely with the Health Visiting team and offer a weight and height clinic in our setting.

The trustees have re commenced discussion to consider changing the way Steady Steps Pre School are structured to a Charitable Incorporated Organisation (CIO). The accounting period was successfully changed and from September 2021 our financial period will be from September 1st to 31st August.

STRUCTURE, GOVERNANCE AND MANAGEMENT:

Please refer to page 3 of the Financial Accounts for period ending 31 August 2021 'The charity, its Members, Board of Trustees, Staff and Professional Advisors'.

Our setting continues to be governed by its Memorandum and Articles of Association, is Company Limited by Guarantee as defined by the Companies Act 2006. In accordance with the Articles the Charity is managed by the Committee, the Trustees (Charities Act 2006) is made up of Affiliated and non-affiliated members. The Trustees are appointed on the basis of their willingness to meet the roles and responsibilities of a Trustee, complete a full induction and have an enhanced DBS certificate (this process is part of the induction requirements). The committee meet termly and decisions are made by a majority decision.

The Trustees have had regard to the Charity Commission guidance on public benefit.

We continue to employ a manager who is also a director/Trustee in accordance with the Memorandum and Articles of association.

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

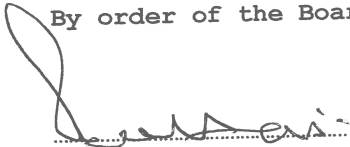
TRUSTEES' ANNUAL REPORT

Period ended 31 August 2021

REFERENCES AND ADMINISTRATION DETAILS:

Please refer to page 3 of the Financial Accounts for period ending August 2021 'The charity, its Members, Board of Trustees, Staff and Professional Advisors'.

By order of the Board

 Treasurer

J A Harris

26 August 2022

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

STEADY STEPS PRE-SCHOOL

(Limited by Guarantee)

I report to the charity trustees on my examination of the financial accounts of the Company for the period ended 31 August 2021 which are set out on pages 9 to 20.

Respective responsibilities of trustees and examiner

As the charity's trustees of the Company (who are also the directors of the Company 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 the Company are not required to be audited for this period 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

I have completed my examination. I confirm that no material matters have come to my attention that gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act; or,
- the accounts do not accord with such records; or,
- the accounts do not comply with the relevant accounting requirements under 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,
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102), second edition October 2019.

I have no concerns and have come across no 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.


.....
D Clarke ACA

26 August 2022

Wood, Hicks & Co.
Chartered Accountants
Units 1-2 Warrior Court,
9-11 Mumby Road,
Gosport
Hampshire PO12 1BS

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

BALANCE SHEET

31 August 2021

	<u>Note</u>	<u>2021</u> £	<u>2020</u> £
FIXED ASSETS			
Tangible fixed assets	4	<u>105,028</u>	<u>106,910</u>
CURRENT ASSETS			
Stock		350	350
Debtors and prepayments	5	<u>3,447</u>	<u>5,427</u>
Cash at bank and in hand		<u>81,852</u>	<u>85,565</u>
		85,649	91,342
LIABILITIES			
Creditors: Amounts falling due within one year	6	<u>5,591</u>	<u>3,165</u>
NET CURRENT ASSETS		<u>80,058</u>	<u>88,177</u>
TOTAL NET ASSETS		<u>£185,086</u>	<u>£195,087</u>
THE FUNDS OF THE CHARITY:			
ACCUMULATED FUNDS			
Unrestricted funds	18,19	<u>181,350</u>	<u>193,934</u>
Restricted funds	18,19	<u>3,736</u>	<u>1,153</u>
ACCUMULATED FUNDS AT 31 August 2021		<u>£185,086</u>	<u>£195,087</u>

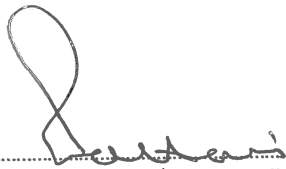
The directors are satisfied that the Company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the Company to obtain an audit in accordance with Section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on
26 August 2022 and signed on its behalf


.....
J A Harris, Treasurer

The notes set out on pages 11 to 20 form part of these financial accounts.

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an income and expenditure account)

For the Period 1 April 2020 to 31 August 2021

	Note	2021			2020		
		Unrest- ricted £	Rest- ricted £	Total £	Unrest- ricted £	Rest- ricted £	Total £
INCOME FROM							
Donations	7	50		50	677		677
Charitable activities	8	281,886	23,170	305,056	235,708	7,385	243,093
Other trading activities	9	338		338	3,625		3,625
Investments	10	5		5	8		8
Total income		282,279	23,170	305,449	240,018	7,385	247,403
EXPENDITURE ON							
Charitable activities	11	294,825	20,587	315,412	230,689	6,942	237,631
Other expenditure	12	38		38			-
Total resources expended		294,863	20,587	315,450	230,689	6,942	237,631
NET INCOME (EXPENDITURE)		(12,584)	2,583	(10,001)	9,329	443	9,772
TRANSFERS BETWEEN FUNDS							
	13,18	-	-	-	-	-	-
NET MOVEMENT IN FUNDS		(12,584)	2,583	(10,001)	9,329	443	9,772
RECONCILIATION OF FUNDS							
Total funds brought forward	18,19	193,934	1,153	195,087	184,605	710	185,315
TOTAL FUNDS CARRIED FORWARD	18,19	£181,350	£3,736	£185,086	£193,934	£1,153	£195,087

The Statement of Financial Activities contains all the necessary disclosure requirements of an Income and Expenditure Account under the Companies Act 2006.

The notes set out on pages 11 to 20 form part of these financial accounts.

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 1 – LEGAL STATUS OF STEADY STEPS PRE-SCHOOL

Steady Steps Pre-School is a company limited by guarantee and not having a share capital and is a charity registered under the Charities Act 2011. It is managed by a Board of Trustees, the members of which are directors and charity trustees respectively within the meaning of the Companies Act 2006 and the Charities Act 2011.

The objectives of Steady Steps Pre-School are to provide quality early years care and education to children and their families within the community of Gosport and the neighbourhood.

NOTE 2 – NATURE AND PURPOSE OF DESIGNATED AND RESTRICTED FUNDS

Restricted

- (a) Early year pupil premium funding**
Targeted funding for early years education for disadvantaged children.
- (b) Meal grants**
Funding to support vulnerable households affected by COVID-19 that would meet the 'Free School Meals' criteria.
- (c) Disability funding**
Targeted additional support for disabled children.
- (d) Coronavirus Job Retention Scheme (CJRS) and Statutory Sick Pay (SSP) Rebate fund**
Funding to support and protect jobs in the wake of the economic impacts of the pandemic. Support for employers to continue to pay wages rather than make people redundant where salaries were not covered by continued public funding.
- (e) Special education needs funding**
Targeted funding for early years education for special needs children.
- (f) Income deprivation funding**
Targeted funding for early years education for low income household children.

NOTE 3 – ACCOUNTING POLICIES

- (a) Accounting policies and standards**
The financial accounts are prepared under the historical cost convention in accordance with the:
 - provisions of Financial Reporting Standard 102 (FRS 102);
 - Companies Act 2006; and,
 - Statement of Recommended Practice applicable to charities preparing accounts in accordance with FRS 102.
- (b) Basis of preparation of accounts**
The accounts of the Charity include all the assets and liabilities under the control of its Board of Trustees. Grants and donations received for non-specific purposes or general funding are available for utilisation at the discretion of the Board.

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 3 – ACCOUNTING POLICIES (continued)

(b) Basis of preparation of accounts (continued)

Grants and donations received for specific charitable projects are treated as restricted funds available only for use on such specified projects.

(c) Fixed assets and depreciation

Fixed assets acquired are capitalised at cost and are depreciated at annual rates to arrive at their estimated residual value at the end of their useful economic lives, as follows:

Buildings	5% straight line
Furniture and equipment	25% reducing balance

(d) Stock

Stock of clothing and resources is valued at the lower of cost and net realisable value.

(e) Debtors

Debtors are stated at the amounts due to the Charity at the balance sheet date. Prepayments are recorded for the proportion of time-based expenditures attributable to the ensuing year.

(f) Cash and cash equivalents

Amounts held in bank accounts and cash at the balance sheet date. This is held to meet the day to day running costs of the charity as they fall due.

(g) Creditors

Creditors are recognised as soon as an outflow of economic benefit is considered more likely than not to occur under a legal or constructive obligation committing the Charity to pay out resources. Creditors that are current liabilities are recognised at the settlement amount expected to be paid at the balance sheet date.

(h) Taxation

The Company is a registered charity and, in the opinion of the Board, is exempt from corporation tax on its surpluses on financial activities in accordance with S.486 of the Corporation Tax Act 2010.

(i) Grant income recognition

A grant that becomes receivable on the occurrence of a certain specified future event is recognised in the financial accounts when the specified event has occurred and all the grantor's requirements associated with it have been complied with.

(j) Allocation and analysis of resources used

Central expenditures for charitable support and administration are partly met through core funding and partly from attributions to restricted funds for centrally-borne support costs.

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 4 – TANGIBLE FIXED ASSETS

<u>Period ended 31 August 2021</u>	<u>Furniture & equipment £</u>	<u>Buildings £</u>	<u>Total £</u>
Cost			
Balance at 1 April 2020	18,891	128,963	147,854
Additions	7,344		7,344
Disposals	(66)		(66)
Balance at 31 August 2021	26,169	128,963	155,132
Depreciation			
Balance at 1 April 2020	12,803	28,141	40,944
Charge for period	2,740	6,448	9,188
Disposals	(28)		(28)
Balance at 31 August 2021	15,515	34,589	50,104
Net book value			
At 31 August 2021	£10,654	£ 94,374	£105,028
At 31 March 2020	£ 6,088	£100,822	£106,910
<u>Year ended 31 March 2020</u>	<u>Furniture & equipment £</u>	<u>Buildings £</u>	<u>Total £</u>
Cost			
Balance at 1 April 2019	18,545	128,963	147,508
Additions	346		346
Balance at 31 March 2020	18,891	128,963	147,854
Depreciation			
Balance at 1 April 2019	10,838	21,693	32,531
Charge for year	1,965	6,448	8,413
Balance at 31 March 2020	12,803	28,141	40,944
Net book value			
At 31 March 2020	£ 6,088	£100,822	£106,910
At 31 March 2019	£ 7,707	£107,270	£114,977

NOTE 5 – DEBTORS

Falling due within one year

	<u>2021 £</u>	<u>2020 £</u>
Prepayments	1,570	1,824
Debtors	1,877	1,474
Tax and social security recoverable	-	2,129
	<u>£3,447</u>	<u>£5,427</u>

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 6 – CREDITORS: Amounts falling due within one year

	<u>2021</u> £	<u>2020</u> £
Tax and social security	1,763	–
Other creditors	978	765
Accrued charges	2,850	2,400
	<u>£5,591</u>	<u>£3,165</u>

NOTE 7 – INCOME FROM DONATIONS

Period ended 31 August 2021

	<u>2021</u>	
	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £
General donations	£50	£50
	<u>£50</u>	<u>£ –</u>
	<u>£50</u>	<u>£50</u>

Year ended 31 March 2020

	<u>2020</u>	
	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £
General donations	677	677
	<u>£677</u>	<u>£ –</u>
	<u>£677</u>	<u>£677</u>

NOTE 8 – INCOME FROM CHARITABLE ACTIVITIES

Period ended 31 August 2021

	<u>2021</u>	
	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £
Grants receivable		
<u>Monetary</u>		
Two-year old funding	30,205	30,205
Early Years Education grant	212,402	212,402
Early Years Pupil Premium funding		2,848
Special Education Needs		1,137
Income Deprivation funding		3,584
Coronavirus Job Retention Scheme funding		10,701
Disability funding		1,780
Meal grants funding		3,120
	<u>242,607</u>	<u>23,170</u>
	<u>242,607</u>	<u>265,777</u>
Fees and other income		
User fees	39,172	39,172
Other operating income	107	107
	<u>39,279</u>	<u>–</u>
	<u>£281,886</u>	<u>£23,170</u>
	<u>£281,886</u>	<u>£305,056</u>

STEADY STEPS PRE-SCHOOL
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NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 8 - INCOME FROM CHARITABLE ACTIVITIES (continued)

<u>Year ended 31 March 2020</u>	<u>2020</u>	
	<u>Unrest- ricted</u>	<u>Rest- ricted</u>
	<u>£</u>	<u>£</u>
Grants receivable		
<u>Monetary</u>		
Two-year old funding	24,531	24,531
Early Years Education grant	161,716	161,716
Early Years Pupil Premium funding		2,518
Special Education Needs		-
Income Deprivation funding		4,867
	<u>186,247</u>	<u>193,632</u>
Fees and other income		
User fees		
- Nursery	26,428	26,428
- Pre School	22,942	22,942
Other operating income	91	91
	<u>49,461</u>	<u>49,461</u>
	<u>£235,708</u>	<u>£243,093</u>

NOTE 9 - OTHER TRADING ACTIVITIES

<u>Period ended 31 August 2021</u>	<u>2021</u>	
	<u>Unrest- ricted</u>	<u>Rest- ricted</u>
	<u>£</u>	<u>£</u>
Fundraising	338	338
	<u>£338</u>	<u>£ -</u>
	<u>£338</u>	<u>£338</u>
<u>Year ended 31 March 2020</u>	<u>2020</u>	
	<u>Unrest- ricted</u>	<u>Rest- ricted</u>
	<u>£</u>	<u>£</u>
Fundraising	3,625	3,625
	<u>£3,625</u>	<u>£ -</u>
	<u>£3,625</u>	<u>£3,625</u>

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 10 - INVESTMENT INCOME

<u>Period ended 31 August 2021</u>	2021		
	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £	<u>Total</u> £
Bank interest	5		5
	<u>£5</u>	<u>£ -</u>	<u>£5</u>
<u>Year ended 31 March 2020</u>	2020		
	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £	<u>Total</u> £
Bank interest	8		8
	<u>£8</u>	<u>£ -</u>	<u>£8</u>

NOTE 11 - EXPENDITURE ON CHARITABLE ACTIVITIES

<u>Period ended 31 August 2021</u>	2021		
	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £	<u>Total</u> £
<u>Payroll and related costs</u>			
Wages and salaries	239,116	16,871	255,987
Training, welfare and hospitality	4,791		4,791
Other employment costs			
<u>Other direct costs</u>			
Rent	19,764	776	20,540
Resources	10,397		10,397
Repairs and maintenance	2,648		2,648
Cleaning and waste disposal	249		249
Insurance	1,568		1,568
Clothing	481		481
Equipment expensed	573		573
Other direct costs			
Depreciation of operating equipment	2,740		2,740
Meal grant vouchers		2,940	2,940
<u>Management and administrative costs</u>			
Telephone and internet	1,149		1,149
Computer consumables	268		268
Printing and stationery	54		54
Memberships and subscriptions	1,585		1,585
Depreciation of buildings	6,448		6,448
Donations			
Advertising	102		102
Miscellaneous expenses	42		42
<u>Professional and finance costs</u>			
Accountancy fees	2,138		2,138
Independent examiner's fee	712		712
	<u>£294,825</u>	<u>£20,587</u>	<u>£315,412</u>

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 11 - EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

<u>Year ended 31 March 2020</u>	<u>2020</u>	
	<u>Unrest- ricted</u>	<u>Rest- ricted</u>
	<u>£</u>	<u>£</u>
<u>Payroll and related costs</u>		
Wages and salaries	186,587	5,381
Training, welfare and hospitality	1,870	
Other employment costs	12	
<u>Other direct costs</u>		
Rent	13,768	517
Resources	6,191	883
Repairs and maintenance	7,011	15
Cleaning and waste disposal	100	
Insurance	1,158	
Clothing	724	
Equipment expensed	58	146
Other direct costs	691	
Depreciation of operating equipment	1,965	
<u>Management and administrative costs</u>		
Telephone and internet	831	
Printing and stationery	122	
Memberships and subscriptions	645	
Depreciation of buildings	6,448	
Donations	95	
Miscellaneous expenses	13	
<u>Professional and finance costs</u>		
Accountancy fees	1,800	
Independent examiner's fee	600	
	<u>£230,689</u>	<u>£6,942</u>
		<u>£237,631</u>

NOTE 12 - OTHER EXPENDITURE

<u>Period ended 31 August 2021</u>	<u>2021</u>	
	<u>Unrest- ricted</u>	<u>Rest- ricted</u>
	<u>£</u>	<u>£</u>
Loss on disposal of fixed assets	38	
	<u>£38</u>	<u>£ -</u>
		<u>£38</u>
<u>Year ended 31 March 2020</u>	<u>2020</u>	
	<u>Unrest- ricted</u>	<u>Rest- ricted</u>
	<u>£</u>	<u>£</u>
Loss on disposal of fixed assets		-
	<u>£ -</u>	<u>£ -</u>
		<u>£ -</u>

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 13 – TRANSFERS

No transfers have been made between funds during the period.

NOTE 14 – PAYROLL AND STAFFING

	<u>2021</u> £	<u>2020</u> £
<u>Staff costs</u>		
Gross wages and salaries	249,692	183,550
Employer's national insurance (net of employer's allowance)	2,973	5,745
Pension contributions	3,322	2,673
	<u>£255,987</u>	<u>£191,968</u>
<u>Staff numbers</u>		
Average number of staff employed	18	18
Number of full-time equivalent staff	6	6

No employees received emoluments exceeding £60,000 p.a. (2020: £60,000).

NOTE 15 – TRUSTEES' EMOLUMENTS AND EXPENSES

The following director received a salary for their services as staff in accordance with their respective employment contract. No remuneration was paid to them in connection with their services as charity trustees.

	<u>2021</u> £	<u>2020</u> £
Julie Pickthall	43,383	30,006
- Pension contributions	1,007	716

No trustees or anyone connected with them received reimbursement of expenses relating to their services as trustees.

NOTE 16 – RELATED PARTY TRANSACTIONS

There were no transactions with other charities during the year that are considered to be related by reason of management influence or by having at least one trustee in common.

NOTE 17 – NON-ADJUSTING EVENTS OCCURING AFTER THE REPORTING DATE

The trustees believe COVID-19 has not impacted the Charity's ability to continue to operate as a going concern. There has been no indication that ongoing grants will end and income has been received as expected.

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 18 – MOVEMENT ON FUNDS IN THE YEAR

<u>Period ended 31 August 2021</u>	Balances brought forward £	Incoming resources £	Direct outgoing resources £	Transfers between funds £	Balances carried forward £
Unrestricted					
General fund	193,934	282,279	(294,863)	-	181,350
	<u>193,934</u>	<u>282,279</u>	<u>(294,863)</u>	<u>-</u>	<u>181,350</u>
Restricted					
- Early year pupil premium	708	2,848	(445)		3,111
- Meal grants		3,120	(2,940)		180
- Disability funding		1,780	(1,780)		-
- Coronavirus Job Retention Scheme and Statutory Sick pay rebate fund		10,701	(10,701)		-
- Special education needs	445	1,137	(1,137)		445
- Income Deprivation funding		3,584	(3,584)		-
	<u>1,153</u>	<u>23,170</u>	<u>(20,587)</u>	<u>-</u>	<u>3,736</u>
	<u>£195,087</u>	<u>£305,449</u>	<u>£ (315,450)</u>	<u>£ -</u>	<u>£185,086</u>

<u>Year ended 31 March 2020</u>	Balances brought forward £	Incoming resources £	Direct outgoing resources £	Transfers between funds £	Balances carried forward £
Unrestricted					
General fund	184,605	240,018	(230,689)	-	193,934
	<u>184,605</u>	<u>240,018</u>	<u>(230,689)</u>	<u>-</u>	<u>193,934</u>
Restricted					
- Early year pupil premium	265	2,518	(2,075)		708
- Special education needs	445				445
- Income Deprivation funding	-	4,867	(4,867)		-
	<u>710</u>	<u>7,385</u>	<u>(6,942)</u>	<u>-</u>	<u>1,153</u>
	<u>£185,315</u>	<u>£247,403</u>	<u>£ (237,631)</u>	<u>£ -</u>	<u>£195,087</u>

STEADY STEPS PRE-SCHOOL
(Limited by Guarantee)

NOTES TO THE ACCOUNTS

Period ended 31 August 2021

NOTE 19 – ANALYSIS OF NET ASSETS BETWEEN FUNDS

<u>Period ended 31 August 2021</u>	<u>Fixed assets £</u>	<u>Net current assets £</u>	<u>Net assets £</u>
Unrestricted			
General fund	102,673	78,677	181,350
	<u>102,673</u>	<u>78,677</u>	<u>181,350</u>
Restricted			
Early year pupil premium	2,355	756	3,111
Meal grants		180	180
Disability funding			-
Coronavirus Job Retention Scheme and Statutory Sick pay rebate fund			-
Special education needs		445	445
Income deprivation funding			-
	<u>2,355</u>	<u>1,381</u>	<u>3,736</u>
ACCUMULATED FUNDS AT 31 AUGUST 2021	<u><u>£105,028</u></u>	<u><u>£80,058</u></u>	<u><u>£185,086</u></u>

<u>Year ended 31 March 2020</u>	<u>Fixed assets £</u>	<u>Net current assets £</u>	<u>Net assets £</u>
Unrestricted			
General fund	106,910	87,024	193,934
	<u>106,910</u>	<u>87,024</u>	<u>193,934</u>
Restricted			
Early year pupil premium		708	708
Special education needs		445	445
Income deprivation funding			-
	<u>-</u>	<u>1,153</u>	<u>1,153</u>
ACCUMULATED FUNDS AT 31 MARCH 2020	<u><u>£106,910</u></u>	<u><u>£88,177</u></u>	<u><u>£195,087</u></u>

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

STEADY STEPS PRE-SCHOOL

(Limited by Guarantee)

I report to the charity trustees on my examination of the financial accounts of the Company for the period ended 31 August 2021 which are set out on pages 9 to 20.

Respective responsibilities of trustees and examiner

As the charity's trustees of the Company (who are also the directors of the Company 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 the Company are not required to be audited for this period 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

I have completed my examination. I confirm that no material matters have come to my attention that gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act; or,
- the accounts do not accord with such records; or,
- the accounts do not comply with the relevant accounting requirements under 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,
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102), second edition October 2019.

I have no concerns and have come across no 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.


D Clarke ACA

26 August 2022

Wood, Hicks & Co.
Chartered Accountants
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