

EMMANUEL PRE-SCHOOL

England & Wales · Charity number 1132278

Details

Status Registered

Legal form Other

Registered 2015-01-20

Register [View on the Charity Commission register](#)

Contact

Address Emmanuel Church Hall
Rose lane
Bungay
NR35 1DQ

Phone 01986895999

Email office@emmanuelpreschoolbungay.uk

Website www.emmanuelpreschoolbungay.uk/

Activities

Objects: THE AIMS OF THE PRE-SCHOOL ARE 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:A OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES, FAMILY LEARNING AND EXTENDED HOURS GROUPS, 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;B ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS;C INSTIGATING AND ADHERING TO AND FURTHER THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: The Pre-school works within the EYFS Framework offering play, education and care facilities for children age 2 to rising 5 living in Bungay or the surrounding villages within the Waveney area of Suffolk.The Pre-school offers 30 hours of childcare a week. It is open during term-time Monday to Friday 9am to 3pm. The term dates are aligned with Suffolk County Council and Bungay Primary School.

Classification

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

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	-	-	-	-
2024-03-31	£85,834	£72,755	-	-
2023-03-31	£63,662	£78,937	-	-
2022-03-31	£61,070	£47,253	-	-
2021-03-31	£49,869	£47,864	-	-
2020-03-31	£49,869	£47,864	-	-

Trustees

Name	Role	Appointed
Laura Balls	Chair	2024-09-18
Ami Gotts		2017-09-07
Amy Bulai		2024-09-18
Jadene Baker		2024-09-18
KEELEY GOWER		2016-09-05
Yasmin Ismay		2024-09-18

EMMANUEL PRE-SCHOOL

England & Wales - Charity number 1132278

Accounts

Report of Activities, Trustee report

Period Covered: April 2023 – March 2024

This report outlines the key activities, events, fundraising efforts, and notable matters that took place during the period from April 2023 to March 2024.

Fundraising and Donations

- Families were approached during the year to donate snacks due to low funds.
- In March 2024, a very generous donation of **£30,000** was received from **Mr Peter Hinsley**, Instructed by Colin Harwin and **Sprake & Kingsley Solicitors**. This donation will be formally reviewed at the next annual return.

Educational and Children's Events

- **World Book Day (7 March 2024)**: Children were invited to bring in a favourite book and wear pyjamas. The event was well received and supported reading for pleasure and developing literacy skills.
- **Bedtime Story Book Library (introduced 14 February 2024)**: A new initiative launched to encourage shared reading and bedtime routines at home.
- **Easter 2024**:
 - Easter eggs were provided for all children.
 - An Easter egg hunt took place on **31 March**, along with a visit from the Easter Bunny.
- **Children in Need (17 November 2023)**: Children attended in pyjamas and contributed £1 to support the charity.

Celebrations and Social Events

- **Halloween Party (October 2023)**: A fancy-dress party with snacks and games was held.
- **Christmas Party (15 December 2023)**: Included a bouncy castle and party food for the children.
- **Leavers' Party**: Presents, party food, and a bouncy castle were provided to celebrate children moving on.
- **King's Coronation Celebration (5 May 2023)**: A tea party was held, and children dressed in red, white, and blue.

Staffing and Operational Matters

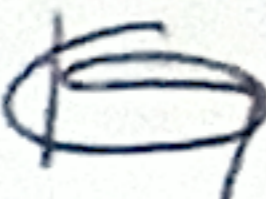
- In **June 2023**, additional staff were advertised for due to the ratio requirements associated with supporting children with special educational needs. Interviews were held but none of the candidates proved suitable.
- In **September 2023**, concerns were raised regarding parent engagement, with feedback suggesting that the Tapestry system needed explaining and promoting in order to get parents to engage with the app in the interests of their children's development.


Health and Wellbeing

- During **November 2023**, there were reported cases of COVID-19 and sickness bugs affecting attendance.

Conclusion

The period from April 2023 to March 2024 was marked by a wide range of successful events and initiatives that supported children's learning, wellbeing, and enjoyment. The committee and staff worked collaboratively to provide enriching experiences despite challenges relating to staffing, illness, and parent engagement. The significant donation received in March 2024 represents a major opportunity for future development and will be addressed in the next annual return.

Manager - 

Chairperson 

EMMANUEL PRE-SCHOOL
EMMANUEL CHURCH HALL ROOMS
ROSE LANE
BUNGAY

YEAR ENDED 31ST MARCH 2024

GRAVER & CO

Accountants
2 Station Road
Brundall
Norwich
NR13 5LA

INCOME & EXPENDITURE ACCOUNT
YEAR ENDED 31ST MARCH 20242023

	<u>INCOME</u>		
-	Donations Received	30000.00	
6800	Fees & Fundraising	2910.00	
<u>56862</u>	Grants Received	<u>52924.83</u>	
63662			85834.83
	<u>EXPENSES</u>		
1052	Small Toys & Consumables	392.50	
368	Refreshments	160.21	
63089	Wages & National Insurance	59062.60	
6754	Rent	6948.00	
787	Insurance	809.79	
50	Registration Fee	50.00	
1013	Repairs & Renewals	775.90	
1298	Telephone	932.67	
253	Postage, Stationery & Photographs	43.27	
75	Cleaning	39.66	
1306	Accountancy	1344.00	
55	Books	2.00	
185	Children's Party	426.49	
550	Waste Disposal	655.20	
22	Travel	-	
292	Equipment Hire	151.62	
-	Staff Entertaining	116.80	
107	Uniform & Protective Clothing	-	
120	Advertising	-	
739	Training	126.00	
30	Sundry	17.66	
109	DBS Checks	18.00	
(3)	Adjustments	-	
-	Professional Fees	348.00	
<u>40</u>	Subscriptions	<u>335.00</u>	
78294		<u>72755.37</u>	
	<u>Depreciation</u>		
185	Toys & Equipment	139.00	
118	Office Equipment	160.80	
<u>344</u>	Sundry Equipment	<u>257.00</u>	
647			556.80
			<u>73312.17</u>
<u>78938</u>			<u>12522.66</u>
(15276)	<u>DEFICIT/EXCESS FOR YEAR</u>		
			<u>1327.07</u>
-	<u>BANK ACCOUNT WIPE OFF</u>		<u>11195.59</u>
(15276)			
41971	<u>RESERVE</u> brought forward		26695.54
<u>26695</u>	<u>RESERVE</u> carried forward		<u>37891.13</u>

EMMANUEL PRE-SCHOOLEMMANUEL CHURCH HALL ROOMS
ROSE LANE
BUNGAYBALANCE SHEET31ST MARCH 20242023

		<u>FIXED ASSETS</u> at cost less depreciation	
558		Toys & Equipment	419.00
354		Office Equipment	483.00
<u>1031</u>		Sundry Equipment	<u>774.00</u>
	1943		1676.00
		<u>CURRENT ASSETS</u>	
1000		Stock	1000.00
-		Payments In Advance	534.00
23281		Barclays Bank PLC	35011.16
1327		Barclays Bank PLC Community Account	-
<u>2538</u>		Cash In Hand	<u>2387.80</u>
			38932.96
28146			
		<u>LESS CURRENT LIABILITIES</u>	
<u>3394</u>		Creditors	<u>2717.83</u>
	24752		36215.13
	<u>26695</u>		<u>37891.13</u>

EMMANUEL PRE-SCHOOL

EMMANUEL CHURCH HALL ROOMS
ROSE LANE
BUNGAY

ACCOUNTANT'S REPORT TO THE TRUSTEES OF

EMMANUEL PRE-SCHOOL

We report on the accounts of the Charity for the year ended 31st March 2024 set out on pages 1-2.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND ACCOUNTANTS

The Trustees are responsible for the preparation of the accounts in accordance with requirements of The Charities Act 2011 (the Act).

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

BASIS OF OPINION

Our procedures consisted of comparing the accounts with the accounting records of the Charity, and making such limited enquiries of the Trustees of the Charity as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

OPINION

We have completed the examination. We confirm that no material matters have come to our attention in connection with the examination which gives us 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.

We 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.

2 Station Road
Brundall
Norwich
NR13 5LA

Date 19th December 2025

GRAVER & CO LIMITED



EMMANUEL PRE-SCHOOL
EMMANUEL CHURCH HALL ROOMS
ROSE LANE
BUNGAY

YEAR ENDED 31ST MARCH 2024

GRAVER & CO

Accountants
2 Station Road
Brundall
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NR13 5LA

INCOME & EXPENDITURE ACCOUNT
YEAR ENDED 31ST MARCH 20242023

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EMMANUEL PRE-SCHOOLEMMANUEL CHURCH HALL ROOMS
ROSE LANE
BUNGAYBALANCE SHEET31ST MARCH 20242023

		<u>FIXED ASSETS</u> at cost less depreciation	
558		Toys & Equipment	419.00
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EMMANUEL PRE-SCHOOLEMMANUEL CHURCH HALL ROOMS
ROSE LANE
BUNGAYACCOUNTANT'S REPORT TO THE TRUSTEES OFEMMANUEL PRE-SCHOOL

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BASIS OF OPINION

Our procedures consisted of comparing the accounts with the accounting records of the Charity, and making such limited enquiries of the Trustees of the Charity as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

OPINION

We have completed the examination. We confirm that no material matters have come to our attention in connection with the examination which gives us 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.

We 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.

2 Station Road
Brundall
Norwich
NR13 5LA

Date 19th December 2025

GRAVER & CO LIMITED


EMMANUEL PRE-SCHOOL

England & Wales - Charity number 1132278

Accounts

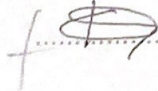
EMMANUEL PRE SCHOOL

EMMANUEL CHURCH HALL ROOMS
ROSE LANE, BUNGAY

MOVEMENT OF FIXED ASSETS

	<u>Sundry</u> <u>Equipment</u>	<u>Toys &</u> <u>Equipment</u>	<u>Office</u> <u>Equipment</u>
Value at 1st April 2022	931.00	743.00	472.00
<u>Additions:-</u>			
Furniture	<u>443.71</u>		
	1374.71		
Depreciation @ 25%	343.71	185.00	118.00
Value at 31st March 2023	<u>1031.00</u>	<u>558.00</u>	<u>354.00</u>

We hereby approve the foregoing Income & Expenditure Account for the year ended 31st March 2023 and the Balance Sheet as at that date, and can confirm that they are correct to the best of our knowledge and belief that we have made all relevant information available.






We have prepared the accounts of Emmanuel Pre-School for the year ended 31st March 2023. In our opinion, the accounts give a true and fair view of the state of affairs of Emmanuel Pre-School as at 31st March 2023 and of its deficit for the year ended on that date. In our opinion, income from fees and grants received, in so far as it has been utilised in the year, has been expended wholly and exclusively for purposes connected with the welfare of the children enrolled in the pre-school.

Graver & Co Ltd
Accountants
2 Station Road
Brundall
NORWICH, NR13 5LA

Graver + co Ltd





Date: 30/11/25

Emmanuel Pre School AGM
Date- January 3rd 2023

Members Invited- Lucy
Ami
Keeley
Amy
Kate
Ocean


Agenda- Children on the register, staffing issues, advertising, spending and bank balance.


1st- Keeley discussed numbers of children on the register, how many were funded. Keeley advised that no children had left to go to Bungay Nursery and that we had a waiting list of children due to start after Easter and September

2nd- Keeley and Ami discussed the staffing issues and problems which had arisen from the apprentice having lots of time off, discussed possible need to let her go, will look into the laws surrounding terminating an employment.

3rd- Ami is still in contact with the Fisher Theatre regarding regular advertising however due to numbers at present it has been decided to delay any further advertising.

4th- Keeley has suggested buying more sensory equipment due to some of our SEN children, bank balance is looking healthy and no problems to report.

 - LAURA BALLS

 - KEELEY GOWER

Managers and Trustees Report.
Resuming the AGM.

Date: 05/01/2023

Report Written by: Keeley Gower.

- Children on Roll:

This term we are very busy. At present we have 21 funded children and 2 paying, some parents are also paying for extra hours over their 15 hours free entitlement, some are doing 30 hours also

We have had no children leave us to go up to Bungay Nursery which we normally do so again this is an advantage to us.

We now have five children with SEN and one on a behaviour plan

- Staffing:

Problems have arisen with our apprentice and Ami and I are seeking legal advice into how to potentially end her time with us. Jane has since left and we are in the process of advertising and interviewing new staff.

- Advertising:

Ami has been in contact with the Fisher Theatre to put an advert in their brochure again as we did this last term. Our Facebook page is also a big success. We have lots of views and like from the public and parents on our posts of what children do throughout their day here with us. Casey has set up an Instagram page which covers everything we do on a day to day basis, which has also proven a success and reaches a wider audience.


- Bank Balance:

The bank account is looking healthy with the funding coming in and the extra parents paying fees. Staff and Committee will hold another meeting next month to discuss pay rises for the three staff who are covering a larger ratio of key children and increased workload while waiting for a new staff member.

Staff are discussing ideas on how to vamp up and refresh the room on a budget as the preschool room is looking a little tired. The EYPP funding is being spent wisely for the children entitled to it and it's all being logged as to what we spend and how it helps with their learning and development.

Manager Sign:

Chairperson sign:

 LAURA BALLS



KEELEY GOWER

EMMANUEL PRE-SCHOOL

England & Wales - Charity number 1132278

Accounts

Managers and Trustees Report.
Resuming the AGM.

Date: 05/01/2022.

Report Written by: Keeley Gower.

• Children on Roll:

This term we are very busy. At present we have 20 funded children and 4 paying parents, some parents are also paying for extra hours over their 15 hours free entitlement.

We currently have 2 children on a waiting list one of which is a baby and the other will be due to start at Easter. The baby is a sibling to a previous child we had here last year and the other parent had heard through word of mouth how good we are.

We have had no children leave us to go up to Bungay Nursery which we normally do so again this is an advantage to us.

• Staffing:

Our newest member of staff Casey has settled in really well, she has a cohort of key children one with behavioural issues and is dealing with this really well putting a behaviour plan into place for him. Her parents' partnership with the parents is also very strong too. She is just what we needed to extend our already strong team.

Jane has told staff that she will be leaving for retirement in July 2022 so staff will have to hold a meeting with the committee to discuss whether or not we will replace this role.

• Advertising:

Ami has been in contact with the fisher theatre to put an advert in their brochure again as we did this last term. Our facebook page is also a big success. We have lots of views and like from the public and parents on our posts of what children do throughout their day here with us.

• Bank Balance:

The bank account is looking healthy with the funding coming in and the extra parents paying fees. Staff and Committee will hold another meeting next month to discuss pay rises for the staff as their workload has increased due to the volume of SEN children we have attending the setting this term.

We also need to purchase more sensory equipment for these children so that will come out of the account. The EYFP funding is being spent wisely for the children entitled to it and it's all being logged as to what we spend and how it helps with their learning and development.

Chairperson sign:

Manager Sign:  . 5.01.22.

Mrs Lucy Coote

Our Ref: TH/MM

Mrs K J Gower
Emmanuel Pre-School
Emmanuel Church Hall Rooms
Rose Lane
BUNGAY NR35 1DG

30th June 2022

Dear Mrs Gower

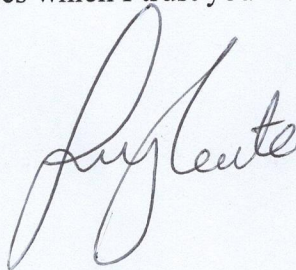
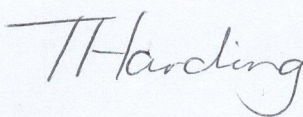
EMMANUEL PRE-SCHOOL

Following your recent emails with Mr Greening we have now completed accounts for the pre-school for the year to 31st March 2021. We enclose three copies of the accounts from which you will see there was an excess of income over expenses in the year of some £13,000 compared to an excess of £1,400 in the previous year. The excess in the year can be attributed to the higher amount of income received in the year through grants.

If you are satisfied the accounts are in order the certificate approving them, which is on the last page, should be signed by the Treasurer and one other committee member. One of the copies of accounts not in a cover should be returned to this office for our file. Of the remaining two copies the copy in the cover are for your records and the additional copy has been forwarded should it be required by Ofsted.

Finally, I enclose our bill of charges which I trust you will find in order.

Yours sincerely



Mrs T Harding F.M.A.A.T
For Graver & Co Limited

EMMANUEL PRE-SCHOOL

England & Wales - Charity number 1132278

Accounts

EMMANUEL PRE SCHOOL

EMMANUEL CHURCH ROOM
ROSE LANE, BUNGAY

INCOME & EXPENDITURE ACCOUNT
YEAR ENDED 31ST MARCH 2020

2019

INCOME

2	Interest Received	-	
3932	Fees & Fundraising	3557.50	
<u>39009</u>	Grants Received	<u>46311.51</u>	
42943			49869.01

EXPENSES

525	Small Toys & Consumables	693.56	
399	Refreshments	347.15	
35823	Wages & National Insurance	35839.36	
5868	Rent	5976.00	
652	Insurance	763.14	
50	Registration Fee	50.00	
1003	Repairs & Renewals	423.78	
804	Telephone	983.36	
137	Postage, Stationery & Photographs	112.43	
1075	Courses	-	
21	Cleaning	44.89	
1289	Accountancy	1243.20	
56	Books	25.02	
332	Children's Party	124.57	
480	Waste Disposal	491.72	
155	Travel	66.00	
111	CRB Check	-	
235	Advertising	270.00	
-	Training	370.00	
<u>140</u>	Subscriptions	<u>40.00</u>	
49155		47864.18	

Depreciation

586	Toys & Equipment	439.00	
121	Office Equipment	91.00	
<u>51</u>	Sundry Equipment	<u>38.00</u>	
758		568.00	

<u>49913</u>			<u>48432.18</u>
(6970)	<u>DEFICIT/EXCESS FOR YEAR</u>		1436.83
<u>39376</u>	<u>RESERVE</u> brought forward		<u>32405.50</u>
<u>32406</u>	<u>RESERVE</u> carried forward		<u>33842.33</u>

EMMANUEL PRE SCHOOL

EMMANUEL CHURCH ROOM
ROSE LANE, BUNGAY

BALANCE SHEET

31ST MARCH 2020

2019

FIXED ASSETS at cost less depreciation

1758	Toys & Equipment	1319.00	
366	Office Equipment	275.00	
154	Sundry Equipment	116.00	
<hr/>		<hr/>	
2278			1710.00

CURRENT ASSETS

1000	Stock	1000.00	
-	Payment in Advance	771.35	
27237	Barclays Bank PLC	29598.66	
910	Barclays Bank PLC Community Account	1402.44	
<hr/> 1449	Cash In Hand	<hr/> 60.47	
30596		32832.92	

LESS CURRENT LIABILITIES

<hr/> 468	Creditors	<hr/> 700.59	
30128			32132.33
<hr/>		<hr/>	<hr/>
32406			33842.33
<hr/>		<hr/>	<hr/>

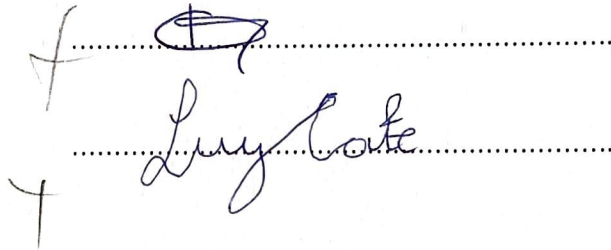
EMMANUEL PRE SCHOOL

EMMANUEL CHURCH ROOM
ROSE LANE, BUNGAY

MOVEMENT OF FIXED ASSETS

	<u>Sundry</u> <u>Equipment</u>	<u>Toys &</u> <u>Equipment</u>	<u>Office</u> <u>Equipment</u>
Value at 1st April 2019	154.00	1758.00	366.00
Depreciation @ 25%	38.00	439.00	91.00
Value at 31st March 2020	116.00	1319.00	275.00

We hereby approve the foregoing Income & Expenditure Account for the year ended 31st March 2020 and the Balance Sheet as at that date, and can confirm that they are correct to the best of our knowledge and belief that we have made all relevant information available.


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Graver & Co Ltd
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2 Station Road
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NORWICH, NR13 5LA

Graver + Co. Ltd.
.....

Date: 20th July 2021

Emmanuel Preschool
Manager's Report for Charity Commission.

Date: April 2020 to April 2021.

This year has been a tough one as we had our first closure due to the first lockdown back in March 2020 but due to using the Government Funding we managed to keep our staff on and our finances stayed healthy.

Summer Term 2020.

- **Lockdown:**

Staff went onto do home learning with the parents and children during the lockdown, each staff member worked alongside their key children and their parents sending them their next steps and giving them activity ideas to complete together at home. It gave the staff time to catch up on developmental reports, learning journeys and other essential paperwork. Staff continued to be paid their normal working hours whilst the Preschool remained closed, the funding grants for that term were used towards this.

- **Re opening:**

In June 2020 we were given the go ahead to return to work, we had only 30% of the children return and most were children of working parents. We only had three staff return as one was still shielding as was classed vulnerable, so she was paid sick pay whilst other members were paid extra hours to cover.

We made the most of the sunshine and fresh air this term due to the children and staff being in lockdown for months, we did lots of outside play and activities and spent some time focusing on our feelings and emotions, using the story "The Colour Monster". Towards the end of the term we had most of the children back 60% and settled ready for staff to prepare the older one's for their school transistions.

- **Graduation Picnic:**

We held an end of term picnic for the leavers and their parents in the garden, we asked parents to bring along their own packed lunches whilst we provided party food for the children and refreshments for the parents. We had fun and games and did held a ceremony at the end of it all to pass out memory packs and presents. We lost 9 of the children that term going up to reception but waiting list is looking good to fill the spaces.

Autumn Term 2020.

- **All returned for new term:**

We had all the staff returned and back to normal hours and new children beginning their journeys with us, as well as our regulars all back taking up their funded hours again at long last.

- **EYPP Funding:**

Staff decided that the children receiving Early Years Pupil Premium funding would benefit from a lovely new book den to relax and read in, as most children have lost their love of books due to spending most of their time at home on devices. So staff agreed to purchase a lovely wooden den with curtains and filled it with tactile cushions to entice them in, we went to the library for them all to choose some books that they liked the look of. Another development area that was showing up with concerns was the PSED as many have not had much socialising in the last year due to the pandemic, so we also purchased a brand new role play kitchen and some dolls to encourage more role play together especially for the little ones aswell as the EYP pupils.

- End of term Wedding of the year party:

We put on a real life Christmas wedding to end the year, as we felt not many of the children had been to many events and parties during this difficult year, and one little girl's Mummy and Daddy's wedding had been postponed so we wanted to cheer her up. We decorated the preschool room with a marquee to wed in and staff did the children's hair and face paints for the ceremony, afterwards we sat down to a posh dinner of home made pasteries, pizza and a lovely handmade cake for dessert. The children loved it as they all got to dress up, and have a dance and play games after, they even had a visit from the big man in red that handed them out a gift each to take home. The perfect end to a difficult year.

Spring Term 2021

- Another lockdown:

Once again we only had 3 staff return as one shielding again, and we were operating at full capacity so extra work load and hours were added to the returning staff, sick pay was restarted for the shielding member. Staff made the most of the dry weather and we went out and about a lot, even enjoyed sledging in the snow that we received back in Feb.

- Easter 2021:

We had a visit from the naughty Easter bunny and he joined us for our daily walk, then we had a chocolate egg hunt at the hills. All the children received an egg each to take home too.

- Eypp Funding:

Staff all took part in a Mental Health in setting training session over two consecutive Saturday's so staff were paid for their time and the cost of the course, staff felt that the children and their parents would benefit from this course due to the pandemic and the effects it has had on everyone, also for us staff to, it helped us to look out for each other and our well being too. We brought them a Butterfly station too out of the money this was a great hit with the older children, as they watched them grow from caterpillars into beautiful butterflies in which we released once they were ready.

Jane also knitted us some stick men to use for our story telling as some of the children need imagination activities and recall so these proved a hit using them for story props and the puppet theatre.

Date:

Keeley Gower – Manger-



10.01.22

Lucy Coote - chair



10.01.22

Treasures Report
For April 20 – April 21.

This year has been a difficult one due to the closure of the Preschool throughout the beginning of the first year March 20 to June 20. But finances have remained stable thankfully from the Government funding that we still received for that term.

March 2020:

We had all staff working from home through till June, money used from the Government funds was paid as wages.

June 2020:

Three staff returned and one member had to continue to shield, so Committee and staff agreed on Sick pay for this member as the other staff were having to take on more hours and a heavier workload so we thought this was the fairest way.

The Preschool didn't have all the children back on the return but work was still being sent to the stay at home children so staff were still doing extra work hours.



10.01.22



10.01.22

Emmanuel pre-school AGM
Zoom meeting

Date – January 8th 2021

Members invited - Lucy
Chloe
Ami
Louise
Charlotte
Shannon
Keeley

Members attended – Lucy
Chloe
Louise
Charlotte
Shannon
Keeley

Minutes by Chloe

Agenda – Covid situation, staffing issues, advertising, spending and bank balance

1st – discussed Ami off due to shielding advice and anxiety. Keeley reassured enough staff at current as numbers are low due to covid. Ami to continue to receive statutory sick pay, start back date anticipated after the Easter holidays.

2nd – Keeley says Preschool is not running at full capacity due to some children not returning, also the introduction of twice weekly LFT testing on all staff, this is to be done at home before staff come into the setting. Staff will review the covid and safeguarding policies and update facebook reminder of what symptoms to be aware of.

3rd – Keeley discussed that she will be ordering new equipment and toys for the children that are receiving EYPP money.

4th – Chloe asked for a review of last half term and the wedding party, of which Keeley informed everyone.

5th – Louise asked if more advertising was needed to promote the setting, Keeley says at present there is no need and the preschool are not expecting to lose any children to Bungay nursery. To be reviewed again near Easter.

6th – Keeley explained bank balance and fundraising account.

Lucy Lente January 10th 2022.