



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	January	2024		31st	December	2024

Section A

Reference and administration details

Charity name

College Road Pre-School

Other names charity is known by

N/A

Registered charity number (if any)

1150879

Charity's principal address

College Road

Harrow

Postcode

HA1 1BA

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	Nurjahan Abdallah Govani	Chair		
2	Rabia Yousafzai	Trustee(treasurer)		
3	Zinoela Botelho-Raeburn	Trustee		
4	Syeda Bushra Ali	Trustee		
5				
6				
7				
8				

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)

Mrs Syeda Bushra Ali. Pre-School Manager and Early learning practitioner

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution adopted 4th May 2012

How the charity is constituted
(eg. trust, association, company)

Trustee selection methods
(eg. appointed by, elected by)

Trustees and Committee are appointed or re-appointed annually at the Annual General Meeting held in March

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.

There is a child protection policy in place. DBS checks are carried out at the earliest opportunity after appointment into employment or accepting the role of trustee in accordance with statutory requirements

College Road Pre-School is a member of the Pre-school Learning Alliance which provides helpful advice and opportunities for improvement.

All trustees are volunteers and receive no remuneration or other benefits for their work as trustees.

Section C

Objectives and activities

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

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 APPROPRIATELY FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY:

- (A) OFFERING STAGE 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 FURTHERING THE AIMS AND OBJECTIVES OF THE PRE-SCHOOL LEARNING ALLIANCE.

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

OUR MAIN AIM IS TO PROVIDE AFFORDABLE AND GOOD STANDARD EARLY YEARS CARE AND EDUCATION. TO DO THAT WE KEEP OUR FEE AT A LOWER RATE THAN OTHER PRE-SCHOOLS IN THE AREA AND WE RAISE FUNDS BY HOLDING VARIOUS EVENTS SUCH AS BOOK SALES, FACE PAINTING OR HANNA ACTIVITIES ALONG WITH SPONSORED JUMP AND GOAL ACTIVITIES FOR CHILDREN AND THEIR FAMILIES.

Additional details of objectives and activities (Optional information)

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

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

Summary of the main achievements of the charity during the year

Hi all and welcome. Due to the high number of extra needs children, we had no choice but to keep our numbers no more than 13 throughout the year to ensure good standards of care and education. Although financially we were not in an ideal situation but this needed to be done due to the high level of extra needs children attending the pre-school. And since it was very much required, we managed to ensure better outcomes for all our children plus this helped us in securing a "Good" rating on our Ofsted report. Staff continuing to work together as a very strong team and providing consistency for all our children, the preschool ended up pulling through very tough times throughout the whole year of 2024. Not saying that we could have achieved any of this without the amazing support and partnership of our parents. Regular funding payments from the local borough of Harrow plus special need funding also helped us significantly in standing strong through these hard times. Alongside supporting each child using hands on approach, we continued to ensure high quality experiences and education/care for the children by holding many professional visits, telephone appointments, festivals and events as we always do. All Teams meetings, reviews, feedback meetings as well as celebrations such as Valentine's Day, Father's Mother's and Father's days, Ramadan, Eid, Easter, Navratri, Diwali, Guy Fawkes Day, St Andrews day, Hanukah and Christmas as well as leaver's lunch were taken care of.

In short, good lessons were learnt by the end of the year 2024. For example, we were able to reflect on our viewing visits procedures to improve our strategies in order to have an idea about each child's needs right from the beginning to ensure we can have a better awareness of the level at which we would be able to provide the support needed right from the beginning of their time with us.

I would not say that 2024 was any easier but good thing is that we still enjoyed the fruits of our hard work and dedication which was very satisfying after going through the number of challenges that we did throughout the year. And as said before, none of this would have been possible without the help of our dedicated team and children's parents.

Thanks everyone!

Section E

Financial review

Brief statement of the charity's policy on reserves

At the beginning of 2024, preschool had **£50,461.07** in the bank in two separate accounts. The basic policy on reserves has been followed rather than discussed and amended.

Details of any funds materially in deficit

Not applicable

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.

Our main source of money comes from the fees paid directly by the parents of the pupils and from London Borough of Harrow grants paying for those children who are funded through this route.

Section F

Other optional information

The pre-school (or playgroup) as it was then called was formed on 3rd May 1976 by members of Harrow Baptist church (HBC). It ran successfully under the auspices of HBC until 2012 when it became an independent organisation. It then adopted the constitution recommended by the Pre-School Learning Alliance (PLA) and changed its name to College Road Pre-School and was subsequently registered as a charity with the Charity Commission.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Nurjahan AG</i>	<i>Sbali</i>
Full name(s)	Nurjahan Abdallah Govani	Syeda Bushra Ali
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	21st Oct, 2025	

Analysis of Annual Accounts - 2024									
INCOME					EXPENDITURE				
	SPRING	SUMMER	AUTUMN	TOTAL		SPRING	SUMMER	AUTUMN	TOTAL
Total Fees	£27,857.45	£6,902.65	£16,889.98	£51,650.08	Wages	£15,863.31	£18,765.96	£19,194.94	£53,824.21
Fees - registration				£0.00	Groceries	£490.18	£903.48	£427.08	£1,820.74
Fees - snack and Equipment				£0.00	Equipment & Carpet	£230.68	£304.44	£16.00	£551.12
LBH Fees	£26,127.45	£5,730.35	£16,625.98	£48,483.78	Photocopying	£0.00	£0.00	£0.00	£0.00
Cash Deposits	£1,730.00	£1,172.30	£264.00	£3,166.30	HBC Rent	£1,700.00	£1,900.00	£2,000.00	£5,600.00
Donations/Fundraising/Other	£0.00	£0.00	£541.84	£541.84	Sundries	£0.00	£85.00	£170.00	£255.00
					Insurance	£512.84	£0.00	£0.00	£512.84
					Nest	£194.98	£394.86	£284.72	£874.56
					Ofsted Fees	£0.00	£0.00	£50.00	£50.00
					Mobile phone	£37.60	£39.28	£27.54	£104.42
					Training	£0.00	£204.60	£0.00	£204.60
					Information Commissioners	£0.00	£0.00	£35.00	£35.00
					DBS checks	£0.00	£0.00	£0.00	£0.00
					Sage	£196.80	£196.80	£211.20	£604.80
					HMRC	£254.46	£645.46	£715.51	£1,615.43
					BSL	£444.00			£444.00
					Misc				
TOTAL	£27,857.45	£6,902.65	£17,431.82	£52,191.92		£19,924.85	£23,439.88	£23,131.99	£66,496.72
					Total Income Minus Expenditure	-£14,304.80			

Balance B/f 01/01/2024				48,141.71
Business Reserve Account B/f 01/01/2024				£2,319.36
Interest Earned				£34.89
Total in bank at SOY required for Charity Commission return				£50,461.07

COLLEGE ROAD PRE SCHOOL
ACCOUNT Y/E 2024

INCOME

Date	Month	Descriptions	Amount	Cash Deposit/Fees	LBH	Donations/F undraising/O thers
1/11/2024	Jan	Harrow Council	9126.57			9126.57
1/15/2024	Jan	Harrow Council	50.4			50.4
		x				
JAN TOTAL		x	9176.97	0	9176.97	0
		x				
2/5/2024		Deposit	915	915		
2/8/2024		Fees - Sowmya Pagidipogu	370	370		
		x				
FEB TOTAL		x	1285	1285	0	0
		x				
3/6/2024	March	Harrow Council	5899.83			5899.83
		x				
MAR TOTAL		x	5899.83	0	5899.83	0
		x				
4/18/2024	April	Fees - Sowmya Pagidipogu	445	445		
4/19/2024	April	Harrow Council	1170			1170
4/23/2024	April	Harrow Council	9880.65			9880.65
		x				
APRIL TOTAL		x	11495.65	445	11050.65	0
		x				
SPRING TERM			27857.45	1730	26127.45	0
		x				
5/21/2024	May	Fees - Rasheda Nizar	420	420		
		x				
MAY TOTAL		x	420	420	0	0
		x				
6/7/2024	June	Harrow Council	2000			2000
6/12/2024	June	Harrow Council	3730.35			3730.35
		x				
JUNE TOTAL		x	5730.35	0	5730.35	0
		x				
7/3/2024	July	Deposit	422.3	422.3		
7/19/2024	July	Deposit	310	310		
7/24/2024	July	Fees - Pratyush Tiwari	20	20		
		x				
JULY TOTAL		x	752.3	752.3	0	0
		x				
SUMMER TERM			6902.65	1172.3	5730.35	0
		x				
9/9/2024	Sep	Harrow Council	11247.08			11247.08
		x				
SEPTEMBER TOTAL		x	11247.08	0	11247.08	0
		x				
10/29/2024	Oct	Unpaid Cheque - Deposit	270.92			270.92 Cheque No. 201165
10/29/2024	Oct	Harrow Council	2000			2000
		x				
OCTOBER TOTAL		x	2270.92	0	2000	270.92
		x				
11/7/2024	Nov	Harrow Council	3378.9			3378.9
11/12/2024	Nov	Cheque Issued	270.92			270.92 Cheque No. 201165
		x				
NOVEMBER TOTAL		x	3649.82	0	3378.9	270.92
		x				

12/13/2024 Dec	Deposit	104	104
12/13/2024 Dec	Deposit	160	160

x

DECEMBER TOTAL x	264	264	0	0
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x

AUTUMN TERM	17431.82	264	16625.98	541.84
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TOTAL INCOME	52191.92	3166.3	48483.78	541.84
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52191.92

COLLEGE ROAD PRE SCHOOL
ACCOUNT Y/E 2024

EXPENDITURE

										Petty Cash/ Hertfordshire Groceries/ County/				Premises				Information			
Date	Month/Term	Descriptions	Chq No.	Amount	BSL	Sage	HMRC	Phone	Stationary	Equipment	Insurance	Nest	Wages	Photocopy	Rent	Ofsted Fees	DBS Checks	Commissioners	Training	Sundries	
1/2/2024	Jan	H3G		9.4					9.4												
1/4/2024	Jan	Bushra Ali Wages + Christmas Bonus	201135	1070.8									1070.8								
1/4/2024	Jan	Tracy Payne Wages + Christmas Bonus	201136	708.95									708.95								
1/4/2024	Jan	Saahi Sathiyakumar Wages + Christmas Bonus	201137	716.33									716.33								
1/9/2024	Jan	Masura Suleman Wages + Christmas Bonus	201140	196.72									196.72								
1/10/2024	Jan	Viyeeparathy Jayanthan Wages	201138	196.72									196.72								
1/16/2024	Jan	Sage		49.2			49.2														
		x																			
JAN TOTAL				2948.12	0	49.2			9.4	0	0	0	0	2889.52	0	0	0	0	0	0	
2/1/2024	Feb	H3G		9.4					9.4												
2/5/2024	Feb	Finance Manager Wages	201141	188.39									188.39								
2/6/2024	Feb	HMRC	201142	75.38			75.38														
2/6/2024	Feb	Bushra Ali Wages	201201	1022.5									1022.5								
2/6/2024	Feb	Saahi Sathiyakumar Wages	201203	740.53									740.53								
2/6/2024	Feb	Thaadchayini Kugadas Wages	201205	708.56									708.56								
2/6/2024	Feb	Petty Cash Expenses - Bushra	201207	225.06						225.06											
2/7/2024	Feb	Viyeeparathy Jayanthan Wages	201210	510.58									510.58								
2/8/2024	Feb	Nest		63.21																	
2/12/2024	Feb	Masura Suleman Wages	201204	552.26									63.21								
2/13/2024	Feb	Tracy Payne Wages	201202	678.95									552.26								
2/13/2024	Feb	Neeraja Muley Wages	201211	31.26									678.95								
2/13/2024	Feb	Hertfordshire County Council	201214	230.68							230.68		31.26								
2/16/2024	Feb	Sage		49.2			49.2														
2/16/2024	Feb	Silent Sounds Communication Ltd (BSL)	201209	222			222														
2/20/2024	Feb	Harrow Baptist Church	201208	1700												1700					
2/29/2024	Feb	Finance Manager Wages	201143	188.39									188.39								
		x																			
FEB TOTAL				7196.35	222	49.2	75.38		9.4	225.06	230.68	0	63.21	4621.42	0	1700	0	0	0	0	
3/1/2024	Mar	x																			
3/1/2024	Mar	Nest		63.21									63.21								
3/1/2024	Mar	Bushra Ali Wages	201216	1022.7									1022.7								
3/1/2024	Mar	Saahi Sathiyakumar Wages	201218	686.33									686.33								
3/1/2024	Mar	Petty Cash Expenses - Bushra	201223	187.57						187.57											
3/4/2024	Mar	H3G		9.4					9.4												
3/5/2024	Mar	Tracy Payne Wages	201217	678.95									678.95								
3/6/2024	Mar	Thaadchayini Kugadas Wages	201220	583.52									583.52								
3/7/2024	Mar	Masura Suleman Wages	201219	484.53									484.53								
3/8/2024	Mar	HMRC	201215	75.18			75.18														
3/8/2024	Mar	Viyeeparathy Jayanthan Wages	201221	125.04									125.04								
3/18/2024	Mar	Sage		49.2			49.2														
3/22/2024	Mar	Alifya Jaffri Wages	201222	364.7									364.7								
3/27/2024	Mar	Finance Manager Wages	201224	188.39									188.39								
3/28/2024	Mar	HMRC	201226	103.9			103.9														
3/28/2024	Mar	Saahi Sathiyakumar Wages	201229	686.33									686.33								
		x																			
MARCH TOTAL				5308.95	0	49.2	179.08		9.4	187.57	0	0	63.21	4820.49	0	0	0	0	0	0	
4/2/2024	April	x																			
4/2/2024	April	Nest		68.56									68.56								
4/2/2024	April	H3G		9.4					9.4												
4/2/2024	April	Tracy Payne Wages	201228	678.95									678.95								
4/2/2024	April	Thaadchayini Kugadas Wages	201231	708.56									708.56								
4/2/2024	April	Alifya Jaffri Wages	201232	468.9									468.9								
4/3/2024	April	Masura Suleman Wages	201230	541.84									541.84								
4/5/2024	April	Petty Cash Expenses - Bushra	201225	77.55						77.55											
4/5/2024	April	Bushra Ali Wages	201227	1133.63									1133.63								
4/15/2024	April	Early Years Alliance	201144	512.84								512.84									
4/16/2024	April	Sage		49.2			49.2														
		x																			
APRIL TOTAL				4249.43	0	49.2	0		9.4	77.55	0	512.84	68.56	3531.88	0	0	0	0	0	0	
		x																			
SPRING TERM				19702.85	222	196.8	254.46		37.6	490.18	230.68	512.84	194.98	15863.31	0	1700	0	0	0	0	
5/1/2024	May	x																			
5/2/2024	May	New Computer - Petty Cash Expenses - Bushra	201234	332.98						332.98											
5/2/2024	May	H3G		9.82					9.82												
5/2/2024	May	Mcfaee expenses - Petty Cash	201236	7.99						7.99											
5/2/2024	May	Finance Manager Wages	201235	197.89									197.89								
5/7/2024	May	Saahi Sathiyakumar Wages	201240	715.09									715.09								
5/8/2024	May	Nest		74.95									74.95								
5/8/2024	May	Harrow Baptist Church	201233	1900												1900					
5/8/2024	May	HMRC	201237	119.94				119.94													
5/8/2024	May	Bushra Ali Wages	201238	1154.12									1154.12								
5/8/2024	May	Petty Cash Expenses - Bushra	201244	220.97						220.97											
5/8/2024	May	Training Fees (Bushra) - Paid to Bushra	201245	104															104		
5/9/2024	May	Alifya Jaffri Wages	201243	416.8									416.8								
5/10/2024	May	Currys Direct Debit - Ref 3413362872		4							4										
5/10/2024	May	Thaadchayini Kugadas Wages	201242	708.98									708.98								
5/14/2024	May	Masura Suleman Wages	201241	571.76									571.76								
5/16/2024	May	Sage		49.2			49.2														
5/16/2024	May	Alifya Jaffri Wages	201247	83.36									83.36								
5/21/2024	May	Hertfordshire County Council	201246	70.88							70.88										
		x																			
MAY TOTAL				6742.73	0	49.2	119.94	9.82	561.94	74.88	0	74.95	3848	0	1900	0	0	0	0	104	
6/3/2024	Jun	x																	</		

[illegible]

COLLEGE ROAD PRE SCHOOL
ACCOUNT Y/E 2024

Bank Reconciliation

	Debit	Credit
Opening Balance 01/01/2024	48141.71	
Receipts	52191.92	
Payments		66496.72
Closing Balance 31/12/2024		33836.91
	100333.63	100333.63
	0	

COLLEGE ROAD PRE SCHOOL ACCOUNT Y/E 2024

Date	Month	Descriptions	Amount
3/7/2024	March	Interest Earned	8.67
6/3/2024	June	Interest Earned	8.71
9/2/2024	Sep	Interest Earned	8.74
2/2/2024	Dec	Interest Earned	8.77
			34.89

College Road Preschool - Year to end December 2024

Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees have elected to prepare receipts and payment accounts for this year. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 the seeking of explanations from you as 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 which gives me reasonable cause to believe that in any material respect the requirements: (i) to keep accounting records in accordance with section 130 of the 2011 Act; and (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met.

The records are computer based, which although looking complicated, are easy to follow. The records which were selected for examination were backed by paper documents which were filed and mostly accessible.

For the year 2024, there is a deficit of income compared to expenditure of £14,304.80.

Rajbeer Kaur

Name: Rajbeer Kaur

Date: 12th September 2025