



Trustees' Annual Report for the period

		Period start date		Period end date	
		01	09	2020	
From				To	
					31 08 2021

Section A Reference and administration details

Charity name	St George's Pre-school (Taunton)	
Other names charity is known by		
Registered charity number (if any)	1154534	
Charity's principal address	C/o St George's Catholic School	
	The Mount	
	Taunton	
Postcode	TA1 3NR	

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	Mark Braund	Chair		
2	Sonia Gorge	Treasurer		
3	Helen Mac Connell	Secretary		
4	Amanda Weetch			
5	Peter Hanratty			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Section B Structure, governance and management

Description of the charity's trusts

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

'Foundation' Model Constitution

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

Charitable Incorporated Organisation

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

Apart from the first charity trustees, every appointed trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for the appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.
The Headteacher of St George's Catholic School, Taunton shall automatically ("ex-officio") be a charity trustee, for as long as he or she holds that office.

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.

St George's Pre-school (Taunton) operates with a full set of policies and procedures, operational documents and appropriate formats and systems to ensure compliance with the EYFS Statutory Framework and to safeguard the children attending the pre-school.

We have close links with St George's Catholic School community and utilise their facilities to further develop the education we provide for the children at our Pre-school.

Section C Objectives and activities

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

To advance the education of the pupils at St George's Pre-school (Taunton) by providing and assisting in the provision of facilities for education at the Pre-school.

In managing St George's Pre-school (Taunton) the trustees have kept in mind the Charity Commission's guidance on public benefit.

The Pre-school has now been fully operational for seven and a half years. We provide quality care facilities for children from the local community from age 2 years to statutory school age by offering appropriate education and care facilities. The facilities provided help the children develop important social and educational skills appropriate to their age. These lay the foundations for their transition to primary school and help them to be responsible members of our local community.

The Pre-school is entirely inclusive. We welcome all children whatever their ability, culture, religion or social background. We work hard to find out about each child's individual needs. A large percentage of the children who attend the Pre-school are EAL. We have sought the advice of support agencies to ensure we are enabling all children to gain maximum benefit from the education we provide. These agencies include support workers from various cultural backgrounds to support our EAL children and our Area SENCO to assist with the monitoring of children with additional needs.

Staff have also undertaken several training courses to ensure that all aspects of the provision we provide is of the highest quality and caters for every child's needs.

At the Pre-school parents are charged fees for the services that are provided for their children. These are fair and competitively priced and are reviewed regularly. Our aim is to offer a high quality, safe and stimulating environment that provides a service that is good value for money. The Pre-school is accessible to all children regardless of family income and the trustees will always do their best to secure funding for all eligible children. Fees are subsidised by Early Years Entitlement funding for 3 and 4 year olds. We also receive funding from the 30 hours funding scheme. Extra government grants may be available to families on low incomes who receive benefits, and the trustees make sure families are aware of these. If there are cases of family hardship which are not covered by government grants the trustees will always invite parents to apply, in confidence, for help with the payment of fees. Such requests are considered sympathetically. We feel that no child should miss out because of family poverty. Early Year's Pupil Premium came into effect in April 2015. Forms to apply for this funding have been included in all registration packs given out to potential parents from April 2015.

During the last year we have provided employment for six permanent members of staff and supply work for two individuals and cleaning work for another. We employ an apprentice.

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)

Additional details of objectives and activities (Optional information)

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

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

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The academic year 2020-2021 has continued to be challenging due to the Covid pandemic but the staff have worked hard to make the children's pre-school experience as normal as possible.

We had a positive start to the year as we welcomed a lot of new and returning children and their families. We ensured that all Covid guidelines were adhered to, so the environment and routines were as Covid safe as possible. We started the year with 32 children on register and ended with 39 (25 EAL) registered, with a 96.6% occupancy rate by the end of the summer term.

At the start of the Autumn term, our apprentice, was well into her Advanced Level 3 Apprenticeship for the Early Years Workforce and continues to be a valued member of our staff team. She has completed the Paediatric First Aid two-day course required by Ofsted. This means we now have two qualified staff members and will be meeting the legal requirements if either is away from the setting for any reason. At the end of the Summer term she successfully completed her apprenticeship and the decision was taken to employ her as a member of staff commencing at the start of the next academic year.

Staff continued to use "In the Moment Planning" in accordance with Anna Ephgrave's methods in her book "Planning in The Moment with Young Children". At the start of the Autumn term we resumed our observations on all the children covering all the areas of the EYFS, using new focus child sheets designed by our leader of learning. We also introduced a more streamlined way of recording continuous provision. We always ensure each child is at the centre of our practice and refer to the document Birth to Five Matters which is in the process of being updated. This non statutory guidance comes into force September 2021. This guidance supports how we work with the Early Years Foundation Stage to meet the needs of all children at the setting. A summative report of 20/21 of the children's progress was included in the Manager's Report at the end of the summer term. This included their baseline and summer 21 assessments to show progress made. About 90% of the children were at expected level progress. 70% of these children were EAL so this level of progress was considered to be good.

Over the year we have enjoyed many rich and varied learning experiences. Some, which are worth a mention, are listed here:

- The children took part in Outdoor Classroom Day on 5th November, making large pictures with anything they could find outside - leaves, bark, logs, twigs etc.
- The Little Big Dance project that we had started unfortunately had to be cancelled due to Covid.
- We took part in Christmas Jumper day in aid of Save The Children on Friday 11th December.
- Unfortunately, the parents were unable to join us in pre-school for our usual Christmas sing-along with the children due to Covid regulations. However, we videoed the songs and put them on Tapestry for the parents to watch.

In terms of staff CPD, in the Autumn term, during an inset day, the staff completed the Early Years Autism Standards which was then used as an evaluation tool. This allowed us to look at our current provision, identify

any training needs and prioritise our areas for development. We felt that in most areas we were already performing well.

We continued to work with other pre-school for support and CPD, albeit a little differently due to Covid. While some were face to face meetings with the staff, adhering to Covid guidelines, others were using video conferences to support the needs of the children.

We routinely worked with a number of professionals, both internal and external from all areas of early childcare and education. These included:

- Sarah Stent Area SENCo (2 children)
- Paediatrician (2 children)
- Speech and Language Therapist (2 children)
- Health Visitor (3 children)
- MAISEY (1 children)
- DA Languages (1) Papers translated for 3 children as unable to find face to face support.
- Diversity Voice (5 children)
- Occupational Therapist (1 Children)

It is always a priority to encourage and support the development of all members of staff, therefore a strong emphasis is placed on CPD. Below is a list of training which has contributed to improvement, reflection and self-evaluation for the whole setting. A proportion of this training cycle was a direct result of identifying needs within the setting to help narrow the gap for all our children.

Training courses completed:

- SENCo workshops - relevant information and training is shared with all staff to enhance the provision for children with SEND. Updating our knowledge and introducing new practices raises attainment and achievement and accelerates progress, evidence of this can be seen in individual children's files.
- The Role of the Early Years SENCo – a 4 week course Via Teams - develop skills to coordinate manage and support the setting children and their families with SEND.
- Early Years Community Hub Video link to begin in New Year - an opportunity for early years practitioners to meet in their local area to share best practice, gain access to practical workshop activities and update on local information.
- Managers' Cluster Meeting Phone calls to individuals during COVID - an opportunity for all senior staff with a management role, including setting owners, to hear about local and national issues that may impact on our settings.
- Somerset Providers' Meeting Via TEAMS video - a partnership event, discussing local and national policies including recent and relevant case studies, advantageous workshops and networking with other professionals.
- Paediatric First Aid
- First Aid
- Food & Hygiene
- Managers Cluster Group
- Early Years Community Hub
- SENCo Workshop

- Health & Safety
- Prevent Update
- Autism Standards
- Restorative Practice – ACES

New resources were purchased throughout the year. At the beginning of the year NCS student volunteers painted the garden fence. They also put new bark down. During the Autumn term we ordered and received a new wooden tree house for the garden area.

Our annual parent questionnaire was distributed to all parents during the summer term. This was translated into Polish and Malayalam. We were pleased with the positive responses we received.

A member of staff returned from her maternity leave at the start of the summer term.

We have enjoyed watching our Pre-school, and the children we care for, grow and develop over another particularly challenging academic year due to the Covid pandemic.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Pre-school aims to maintain a reserve fund of approximately £50000 which is an adequate amount to cover our normal operational costs for at least 6 months. This will allow us to meet staff notice and redundancy costs if ever needed. It will also put us in a better position to absorb any unexpected fluctuations in income. For example decreases in child numbers. The plan is to build on this reserve to cover future repairs and eventual replacement of the pre-fabricated building. The Pre-school's reserves are currently £56000.

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.

The Pre-school's principle sources of funding during the 2020/2021 financial year were as follows:
Early Years Entitlement grant for children attending the Pre-school - £91700
Fees from parents - £15500
Grants of £4904

During 2020/2021 our greatest expenditures have been our staff salaries £80413
£4991 has been spent on equipment, resources and consumables necessary for the running of the Pre-school.
£500 has been spent on training course fees.
£1521 has been spent on insurance.

Section F



Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	H M MAC CONNELL	S. GORDGE
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE
Date	20 - 6 - 22	

ST GEORGE'S PRE-SCHOOL (TAUNTON) 20/21 dated 31.08.21

INCOME

EY Funding	91699.85		
Fees	15500.27		
Grants	4904.25		
Uniform	51.00		
Photo comm	79.00		
Misc	0.30		
	112234.67		112234.67

EXPENDITURE

Staffing

Salaries	77872.61		
HMRC	583.60		
Pension	1956.47		
Payroll	1076.88		
Training	500.00		
	81989.56	81989.56	

Premises

Rates & rent			
Other	4828.29		
	4828.29	4828.29	

Resources

Resources	2476.83		
Equipment	1913.93		
Consumables	600.00		
	4990.76	4990.76	

Admin

Bank charges	139.30		
Connect software	576.00		
Telephone/Internet	422.60		
Website	154.00		
EY Alliance	115.00		
ICO	35.00		
Ofsted	35.00		
Mag subs	95.70		
Insurance	1520.77		
Other	153.60		
	3246.97	3246.97	

95055.58 **-95055.58**

EXCESS OF INCOME OVER EXPENDITURE

17179.09

BALANCE SHEET

Accumulated fund:

Balance as at 1 September 2020	102,613.49	
Excess of Income over Expenditure	17,179.09	
Balance as at 31 August 2021	119,792.58	119,792.58

ST GEORGE'S PRE-SCHOOL TAUNTON

TRUSTEES ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

**ST GEORGE'S PRE-SCHOOL TAUNTON
TRUSTEES ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2021**

	2021		Year Ended
	£	£	31 August 2020
		£	£
Income and Expenditure Account			
Income			
Grants	4,905	1,000	
EY Funding	91,700	110,500	
Fees	15,500	25,282	
Other	130	119	
Total Income	<u>112,235</u>	<u>136,901</u>	
Expenditure			
Staffing Costs			
Salaries and national insurance	78,457	82,316	
Payroll	1,077	607	
Training	500	599	
NEST Pensions	1,956	1,813	
Other	-	-	
	<u>(81,990)</u>	<u>(85,335)</u>	
Premises costs	4,828	18,714	
Equipment costs	1,914	-	
Office costs	3,108	3,278	
Bank Charges	139	173	
Resources and consumables	3,077	4,510	
	<u>(13,066)</u>	<u>(26,675)</u>	
Total Expenditure	<u>(95,056)</u>	<u>(112,010)</u>	
Excess of income over expenditure for the year	17,179	24,891	
Excess of income over expenditure b/fwd	102,614	77,723	
Excess of income over expenditure c/fwd	<u>119,793</u>	<u>102,614</u>	

**ST GEORGE'S PRE-SCHOOL TAUNTON
TRUSTEES ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2021**

Represented by:

Cash at bank: Lloyds TSB Bank

£119,793

I have independently examined the above accounts which have been prepared from and accord with the accounting records. In my opinion the accounts reflect accurately the state of affairs at 31 August 2021 and the excess of income over expenditure for the year ended on that date.

In my opinion no matter has come to my attention which needs to be highlighted in order to enable a proper understanding of the accounts.


.....
Honorary Independent Examiner

05-06-2022
.....
Date