

The Spring Playgroup and Preschool



www.springplaygroup.co.uk

The Spring Playgroup Charity

Registered Charity No 1157755

Trustees' Annual Report for the year ending 31 August 2021



The Spring Playgroup Charity

Also known as: The Spring Playgroup and Preschool or Playgroup

Registered charity number: 1157755

Setting address: Kenilworth Sports and Social Club, Montague House, Upper Rosemary Hill, Kenilworth CV8 2PA

Email: admin@springplaygroup.co.uk

Website: www.springplaygroup.co.uk

Trustees at point of submitting Annual Report:

Jacqueline Cross (who is also the Manager/Supervisor of The Spring Playgroup)

Jacqueline Cook (Secretary)

Felicity Hawke

Antony Feltbower (Chairman)

Kevin Broadbent (Treasurer)

Structure, governance and management

The Charity is governed by a Trust Deed that was registered with the Charity Commission on 7 July 2014 and came into effect on 1 September 2014. This is based on the Charity Commissions model trust deed, incorporating provisions from the previous Spring Playgroup registered charity's trust deed, which was dated 7 June 1999, where they did not conflict with the model. The Charity is constituted as a Charitable Incorporated Organisation and takes over the work of the original Spring Playgroup, registered charity number 1076506.

Trustees are selected by the existing Trustees discussing the requirements of a new Trustee, making suggestions, approaching suitable candidates and appointing a suitable person, aiming to have a current Playgroup parent on the Board of Trustees.

The Charity's organisational structure is as follows:

- Trustees
- Manager/Supervisor
- Deputy Supervisors
- Staff and volunteers

The Trustees confirm they have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Detailed information is available on request.



Objectives and activities

The main object of the Trust is to advance the education of children under statutory school age, regardless of their financial circumstances, in a loving caring and respectful atmosphere based on Christian belief and practice, while encouraging other charitable activities through which parents and carers may help their children.

The Trustees must use the income and may use the capital of the Trust in promoting the objects.

As a result, the Charity provides high quality preschool sessions. The Playgroup does not charge fees for these sessions and will not do so for as long as funds allow. It is believed to be the only such group in Warwickshire to do this.

During the year the Playgroup offered flexible sessions between the hours of 9am and 3.30pm for children from the age of two. We received statutory funding for some children from the age of two and most children aged three and over (from the beginning of the term following their third birthday). When all children eligible for statutory funding had been allocated their sessions, additional hours were offered to these and other children as best fitted their needs.

In addition, the Out of School Club (OOSC) provides low-cost childcare from 3pm to 5.30pm on a flexible basis. This has allowed us to offer further support services to parents who work. The OOSC is designed to be financially self supporting and has provided some financial support to the main Playgroup sessions.

In total 36 children attended the Playgroup during the year, 21 of whom received statutory funding and 9 of whom received extra funded sessions. 4 children also benefitted from the OOSC during the year.

The Playgroup encourages parents and others to help in group sessions as volunteers. In many cases, these volunteers have undertaken qualifications in childcare and preschool education with the Playgroup's support, benefitting the volunteers, their children and the wider community. In 2020/21 two people volunteered with the Playgroup. In addition, a previous volunteer was employed by the Playgroup thanks to a generous grant from the Wesleyan Foundation and successfully completed her Early Years qualifications.

Work experience and work placements are also sometimes offered to local students, along with support for local people wishing to volunteer and take qualifications in childcare, where appropriate, but this did not happen during 2020/21 due to the Covid restrictions.



Achievements and performance

2020/21 was another challenging year for the Playgroup because of the Covid-19 pandemic. The Playgroup remained open during the whole year, and saw an increase in child numbers during the summer term as the Covid-19 restrictions were relaxed. We continued to support some children with special needs, and an example of what this involves is included on page 6.

There were some changes in staffing during the year, with one staff member returning from maternity leave and another going on maternity leave. One staff member successfully completed her Early Years qualifications, and the staff team coped well throughout another challenging year.

Gifts, grants and business donations were received during the year to supplement the Nursery Education Funding, and are outlined in the financial review below.

The Trustees remain humbled by the dedication of the Playgroup staff and volunteers and their commitment to work in the best interests of the children and their carers, above and beyond the call of duty.

Financial review

The trustees agreed a revised policy on reserves in November 2019 to keep a positive cashflow throughout the year and aim to increase the reserves over time so that Playgroup has improved financial resilience.

Total expenditure for the year was £104,154 compared with total income received of £94,779. The shortfall was met from the use of restricted funds received in the previous year.

Income was mainly derived from:

- The Government's Nursery Education Funding, provided for children over three years old (this starts from the term after they are three. This figure varies from year to year, depending on the numbers of children in the Playgroup and when their birthdays fall during the school year);
- The Government's 30 hours free childcare scheme;
- Statutory funding for some two year olds under the Warwickshire County Council's scheme for two year olds;
- Out of School Club;
- Gifts from parents;
- Grants and donations from organisations and other supporters including local churches; and
- The Government's Job Retention Scheme.

We received less income from the Out of School Club in 2020/21 than in previous years, and have decided not to operate the club in 2021/22.



Grants were received from the Harry Payne Foundation and from Warwick District Council. We also received support again from the government's Job Retention Scheme for which we are grateful. £2,960 of restricted grants was received during the year, and £14,011 was spent on staff costs, leaving a balance of £255 of restricted funds to be carried forward to next year.

Other organisations donating in 2020/21 included Kenilworth Methodist Church, Living Word Fellowship Church, St John's Church, and Kenilworth Lions.

2020/21 ended with reserves of £7,877 being carried forward to the following year, plus the remaining restricted funds of £255. No fund was in deficit.

At the time of approving this report, Covid-19 is still having an impact on the Playgroup because funded child numbers have been lower than we would usually expect. This means that our income is currently forecast to be less than budgeted and is impacting significantly upon our reserves.

Declaration

The Trustees declare they have approved the Trustees' Annual Report above.

Signed on behalf of the Trustees

Signature



Full name Antony Feltbower

Position Chair of Trustees

Date 26 April 2022



Example of supporting a child with special needs

On receiving a new 2-year-old at the setting, the parents both came in to meet with Jackie. Given their little boy's history, they became quite upset saying that they had been told his speech was delayed - they were very distressed that the healthcare worker had implied their child was not doing all that would be expected of him for his age.

Once the child started in the setting, it was readily apparent to the experienced staff team that the little one had a set of difficulties which would be characteristic of a child quite profoundly affected by autism.

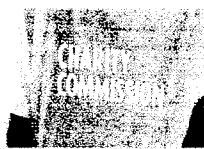
The Playgroup staff worked gently and sensitively with the parents to gain their confidence and over time were able to obtain their agreement to refer them to Speech and Language Therapy. Through this process, and the provision of regular verbal and written progress reports from the Playgroup, the family were helped to accept that their child's needs would be better met through a full acceptance of what his challenges were. This is a process which we regularly work through with families who have not yet understood that their child has additional needs. It is something that requires a great deal of sensitivity, and even with our best endeavours, some parents are not ready to accept it within the time that their child is with us. All children are supported with their needs at the Playgroup, regardless of where their parents are in the process of accepting this.

This little boy was able to be referred to the Child Development Service, and received a diagnosis of autism. It was also picked up during the specialised assessment that he had a sensory impairment, so the Playgroup staff supported him to use equipment to correct this.

Through this process, the Playgroup supported the child to access his full entitlement to Early Years education, just as his peers were doing. We provided 1:1 supervision from our own resources until the last term of his pre-school year. As he progressed through his pre-school year, we also enabled him to attend full days to give extended respite for his family and help him be prepared for school even though no additional funding was available for these sessions. Staff from other agencies visited to assess and provide guidance, and the little boy had individualised education plans and targets in line with his individual needs. During his pre-school year, the Playgroup made a "request for statutory assessment", collating and completing the extensive paperwork to ensure that an Education Health and Care Plan (EHCP) was in place in time for him to access a placement in a specialist SEND school.

Throughout the process, we worked closely and supportively with the parents, supporting their journey to acceptance of their son's additional needs, so that by the time he received his EHCP, they were feeling ready and comfortable to accept that he needed to attend a specialist school.





Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of	The Spring Playgroup Charity		
On accounts for the year ended	31 st August 2021	Charity no (if any)	1157755
Set out on pages	8 & 9		

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 seeking explanations from the 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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
 have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:  **Date:** 26-4-22

Name: Mr P Lewis

**Relevant professional
qualification(s) or body** ACA

Address: 40 Barrow Road
Kenilworth
CV8 1EH



The Spring Playgroup Charity		1157755		CC16a
Receipts and payments accounts				
For the period from	1st September 2020	To	31st August 2021	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Gifts	19,454	-	-	19,454	11,603
Statutory funding	60,445	-	-	60,445	58,172
Fundraising	349	-	-	349	562
Grants	8,662	2,960	-	11,622	21,803
Out of School Club (OOSC)	2,907	-	-	2,907	6,159
Bank interest	2	-	-	2	38
Other	-	-	-	-	-
Sub total (Gross income for AR)	91,819	2,960	-	94,779	96,337
A2 Asset and investment sales.					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	91,819	2,960	-	94,779	96,337
A3 Payments					
Staff costs (ex OOSC)	69,590	14,011	-	83,601	76,571
OOSC Staff costs	4,252	-	-	4,252	2,700
Premises	12,600	-	-	12,600	13,444
Insurance	1,131	-	-	1,131	1,169
Consumable play materials	83	-	-	83	917
Refreshments and cleaning materials	1,043	-	-	1,043	461
Office/Administration	1,236	-	-	1,236	1,505
Bank charges	84	-	-	84	60
Equipments and resources	124	-	-	124	822
Sundry	-	-	-	-	-
Sub total	90,143	14,011	-	104,154	97,649
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	90,143	14,011	-	104,154	97,649
Net of receipts/(payments)	1,676	11,051	-	9,375	1,312
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,201	11,306	-	17,507	18,819
Cash funds this year end	7,877	255	-	8,132	17,507

B1 Cash funds

(agree balances with receipts and payments
account(s))

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Metal sheds	Restricted	-	-
Safes	Restricted	-	-
Various storage solutions for toys/play materials	Restricted	-	-
Tables/Chairs/Home corner	Restricted	-	-
Various toys/play equipment	Unrestricted	-	-
Computer equipment	Unrestricted	-	-
		-	-
		-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	

Signature

Date of approval
26-Apr-22