



Priory Pre-School

Annual Trustees Report 2021-2022

Registered Charity Number 1173593 *entered on the Register of Charities on 28th June 2017*

Charity's Address Priory Pre-School
Pendre Close
Brecon
Powys
LD3 9EU

Names of charity trustees who manage the charity

Cllr. Matthew Dorrance (Chair)
Lynsey McCrohon (Responsible Individual and Treasurer)
Gail Jones (Secretary)

Supported by

Claire Pugh
Liz Davies-Jones
Julia Smith

Names of Setting Leader

Kim Gage-Thomas – 3+ Setting Leader (PiC)

Structure, Governance and Management

Type of Governing Document – *Constitution*

How the Charity is constituted – *Incorporated Organisation*

Trustee selection methods – *appointed by committee*



Objectives and Activities

The aims of the Pre-School is to enhance the development and education of pre-school children in Wales, by encouraging parents to understand and provide for their needs through high quality pre-school provision and childcare.

The main purpose of the charity is to provide high quality childcare to the local community and surrounding area. The main aim of the pre-school is to enhance the development and education of children and to provide support and information to parents on how to provide for the needs of their children.

We do this by:

- Offering stimulating play, education and care facilities.
- Working closely with multi agency teams such as health visitors, speech and language therapists, Action for Children team, Children's social services team.
- Providing children with experiences that they might not have at home, such as trips and visits out into the community, welcoming musicians, artists and other professionals to work in the setting alongside the children

Priory Pre-School Policies and Procedures

The pre-school has an extensive set of policies and procedures. These set the standards to which the pre-school runs.

The policies most relevant to parents/carers can be found in the Parent handbook, although the complete set of policies is held in the 3+ setting room and can be accessed at any time following a request to the Pre-School Leader.

The operational plan, statement of purpose and all policies and procedures are reviewed and updated as necessary and or/ in line with any change in regulation. Any changes to the service are notified to Care inspectorate Wales (CIW). Parents are informed of any changes to policies and procedures that affect them, and they will be asked to sign a new copy of the parent/carer contract indicating acceptance.

Table of Policies and Procedures:

Statement of Purpose	Operational Plan	Parent contract
Child Collection Form	Permission for Sun Cream	Request to administer medication form
Child registration form	Asthma policy	Healthy eating/Keeping fit policy
Complaints policy	Whistle blowing policy	Confidentiality policy
Inclusion policy	Leaving and collecting children policy	Nappy changing policy
Staffing policy	Taking photographs policy	Settling in policy
Admissions policy	Induction policy	Keeping children within the premises policy
Administration of medication policy	Procedure if a child is not collected	Exclusion of sick children
Key worker policy	Parent participation policy/Parent questionnaire	Children participation policy/All about me book
Selecting resources policy	Promoting positive behaviour	Anti-bullying policy
Equal opportunities policy	Additional needs policy	Date protection policy/Information sharing policy

Food hygiene policy	Health, safety and welfare policy	Safeguarding policy
Outings policy	Accident/emergency procedures	Sun protection policy
Allergies/intolerance record form	Procedure in the event of a fire	Risk assessments
Daily Hazard checklist	Next steps for learning record form	Risk assessments/check list for outings
Supervision form	Appraisal form	Electric certificate
Routine of the session	Planning sheets	First aid certificates
Food hygiene certificates	Child protection certificates	Floor plan/measurements of the room
Public Liability insurance	Lease of premises	



Summary of the main achievements of the charity during the year

Another busy and exciting year for us all. We continued to develop a stimulating and happy learning environment rich in opportunities for all of our children to pursue their own interests and explore the world around them.

We were all thrilled when we received confirmation that the pre-school gained funding for a new purpose built nursery which will be sited on the school grounds from which we operate. Our setting will move into the new building mid 2023

and as a result we are confident that the service we provide will continue to develop with increasing opportunities to provide for our community.

The setting continues to offer up to 19 spaces for two hours funded childcare with wrap around care in place for the remainder of the day.

We have welcomed visitors into the setting that have enhanced the children's experiences. The children have taken part in a 'Ready Steady Dance' programme, they've met Rosie the school therapy dog and even had a staff member's goats come to visit!

The setting has really focused on our outdoor learning provision to ensure we are providing new and exciting opportunities for the children to learn and grow in a natural environment. This process was enhanced by the opening of the new park on the field above school. The park is part of the grant funding linked to the new building and provides a safe and appropriate outdoor park for them to develop their confidence, gross motor skills and love of being outdoors.

We continue to update our families through the use of our Facebook page and newsletters, and take opportunities for our families to be a part of their child's learning by the use of questionnaires and feedback forms.

In July 2022 we were sad to say goodbye to our setting leader Kim Gage-Thomas as she moves on to pastures new, we wish her all the very best in her new role. Kim has been fundamental in building up the success of Priory Pre- School 3+ setting having been our Setting Leader and Person in Charge from the first day of opening for our 3 & 4 year olds. Our new setting Leader is Janette William and we look forward to welcoming her in becoming part of the team when she starts with us in September 2022.

We look forward with much excitement to the opening of our purpose built nursery. In the coming weeks the charity intends to review our constitution and apply to the Charity Commission to change the charity's name to Enfys Fach Nursery. Our long term plan is to continue to provide education and care for our 3 & 4 year olds as well as operating a Flying Start provision for 2 year olds and potentially after school club / holiday club for the children of the school on which the new build will be sited.

There are lots of exciting times ahead.



Current priorities this year included :-

- Make progress in using Welsh both passively and actively in different contexts.
- Working closely with the ALN support team to understand the new ALN code and the impact it will have on our learners.
- Continue to explore and understand pedagogies linked to the vision of the new curriculum for Wales with focussed professional development for setting staff.

Financial Review

At the end of August 2022 our current account balance stands at £11,987.54

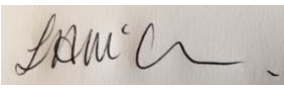
Further Financial information

Priory Pre-School (3+ setting) receives funding from the local authority to cover the 3 & 4 year olds provision. Funding for sessions beyond 11:00 am is funded by the Childcare Offer Wales or paid for separately as wrap around care by parents/carers.

Declaration

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

Signed on behalf of the charity's trustees

Signature: 

Full Name: Lynsey McCrohon

Position: Responsible Individual

Date: 09/06/2023





Section A

Independent Examiner's Report

Report to the trustees/
members of

Priory Pre-School – 3 Plus Setting

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1173593

Set out on pages

2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 August 2022**

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me 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

I 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

17 November 2022

Name:

Susan Davies

Relevant professional
qualification(s) or body
(if any):

MAAT

Address:

PAVO, Unit 30 Ddole Road Industrial Estate

Llandrindod Wells, Powys, LD1 6DF

Priory Pre-School - 3 Plus Setting
Yearend August 2022

	2022	<i>2021</i>
Income		
Powys CC	40,152	22,827
Ceredigion CC	19,127	24,030
Action For Children	1,230	-
Coventry	935	-
Wrap Around Care	7,008	957
	68,452	47,814
Expenditure		
Salaries & Oncosts	38,212	33,558
Supply LSA Cover	3,751	5,955
Payroll	310	325
Training	536	270
Insurance	372	329
New Equipment	2,549	1,206
Equipment	1,116	8
Postage & Printing	230	114
Room Hire	6,000	6,500
Data Protection	40	40
DBS	-	-
Misc	2,464	3,692
Hub School Payments	-	9,779
SAGE Subscription	233	
Governance	250	
	56,063	61,776
Balance b/fwd 1 September 2021	3,072	17,034
Surplus/ (deficit) on Year	12,389	(13,962)
Balance C/fwd 31 August 2022	<u>15,461</u>	<u>3,072</u>

Statement of Assets and Liabilities

for Period 1 September 2021 - 31 August 2022

Cash Assets

Bank Account 15,461

Liabilities

Examination of Accounts 2022	100
HMRC July & August	295
August Salaries Paid on 1st September	3,473
August Pension Contributions	136
	<u>4,005</u>



Section A

Independent Examiner's Report

Report to the trustees/
members of

Priory Pre-School – 3 Plus Setting

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1173593

Set out on pages

2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 August 2022**

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me 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

I 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

17 November 2022

Name:

Susan Davies

Relevant professional
qualification(s) or body
(if any):

MAAT

Address:

PAVO, Unit 30 Ddole Road Industrial Estate

Llandrindod Wells, Powys, LD1 6DF

Priory Pre-School - 3 Plus Setting
Yearend August 2022

	2022	<i>2021</i>
Income		
Powys CC	40,152	22,827
Ceredigion CC	19,127	24,030
Action For Children	1,230	-
Coventry	935	-
Wrap Around Care	7,008	957
	68,452	47,814
Expenditure		
Salaries & Oncosts	38,212	33,558
Supply LSA Cover	3,751	5,955
Payroll	310	325
Training	536	270
Insurance	372	329
New Equipment	2,549	1,206
Equipment	1,116	8
Postage & Printing	230	114
Room Hire	6,000	6,500
Data Protection	40	40
DBS	-	-
Misc	2,464	3,692
Hub School Payments	-	9,779
SAGE Subscription	233	
Governance	250	
	56,063	61,776
Balance b/fwd 1 September 2021	3,072	17,034
Surplus/ (deficit) on Year	12,389	(13,962)
Balance C/fwd 31 August 2022	<u>15,461</u>	<u>3,072</u>

Statement of Assets and Liabilities

for Period 1 September 2021 - 31 August 2022

Cash Assets

Bank Account	15,461
--------------	--------

Liabilities

Examination of Accounts 2022	100
HMRC July & August	295
August Salaries Paid on 1st September	3,473
August Pension Contributions	136
	<u>4,005</u>