

Melbourn Playgroup and Out of School Club

Report of the trustees for the year ending 31st August 2020

The Committee and Trustees of the Charity

Trustees Outgoing

Lisa Bamber
Corrina Such
Hollie Abbot

Trustees Continuing

Amanda Virassamy-Pouille
Aisha Asker
Abigail Williams
Sarah Toule
Jane Shepherd

Trustees Incoming

Angela Valente

Address

Melbourn Playgroup and MOOS
Shared Entrance with Children's Centre
Mortlock Street
Melbourn
SG8 6EQ

Independent Examiner

Peter Curnow FCCA
Curnow & Co Ltd.
29 High Street
Harston
CB22 7PX

Structure, Governance and Management

Melbourn Playgroup and MOOS is overseen by the above trustees. Claire Armstrong and Jennie Riggs are the managers of the Playgroup and Nikki Cross and Natalie Youden are the managers of MOOS. Nikki Cross is also in charge of Child Protection and Gill Collingbourne who is also on the management team and deals with finances and funding. The management team have a team of staff that work in the setting with a variety of qualifications and responsibilities.

Trustees are recruited by invitation to all parents of children attending Melbourn Playgroup. Parents are invited to attend the AGM and can either nominate themselves or another parent to become a trustee. At the AGM votes are made and new trustees are able to join.

All trustees then complete various checks and are registered with Ofsted and DBS checked for suitability.

Mission Statement

'Curious minds, Creative thinkers, Kind hearts'

We aim to enable parents to have access to excellent wraparound care in an affordable and realistic way in Melbourn. Our aim is to provide outstanding care for all of the children in the setting from ages 2-5 years and prepare them for their next step to Primary School. We also provide an Out of School Club (MOOS) and Holiday Club catering for children aged 3-11 years, we provide a fun, stimulating and challenging environment, which includes a spacious, well equipped outside area. We aim to create a safe environment where children

can develop curious minds, become creative thinkers and all with kind hearts. We aim to train and develop a wide range of people to gain skills for the workplace and qualifications in childcare, whilst remaining a non-profit making business. We aim to involve and empower all parents in their children's learning and development.

Values

At Melbourn Playgroup and Moos we include everyone into our safe and welcoming space. We provide a fun, stimulating and challenging environment which includes a spacious, well equipped outside area. We support all our children to develop by providing carefully planned play activities which build on what they can already do and provides opportunities for learning. We value everyone as individuals and nurture creativity, imagination and curiosity as well as respect, kindness, co-operation and resilience.

We offer a high ratio of skilled adults who work closely together with parents to ensure the best for all the children. We create opportunities for children, their families and our employees and support them alongside promoting fairness, equality and diversity. We want to provide the very best care and support for all children and their families by making childcare affordable and make sure that we run a financially stable charity.

Review of Activities and Achievements

The year started successfully with 60 children on role in September 2019. This number increased through to the Summer Term of 2020 when there were 72 children. MOOS had 120 children on role throughout this academic year, which was a big increase on the previous year where there were 70 children.

Playgroup worked hard to provide a high standard of care for a wide age range of children, varying their curriculum and adapting their practice for this age split. The pre-school cohort accessed specific planned activities in order to prepare them for school. The two rooms helped with the age split between the Garden Room and the Ocean Room enabling the activities and play opportunities to be more focussed and meaningful for the different age groups.

In January 2020 the Playgroup had a visit from Ofsted. This had an extremely good outcome, being rated an 'Outstanding' Provider. The staffs continued hard work, passion and commitment to the setting was rewarded with this OUTSTANDING outcome. The children at the setting receive remarkable care and the best opportunities to start their learning journey, because of the dedication of the staff led by an excellent management team.

In March 2020 Covid had a drastic impact on the setting. Melbourn Playgroup had to close and at this time there was no requirement from any parents for Key Worker children to be cared for. During Lockdown the management team worked hard to send ideas for activities to help the children and parents learn at home. They also continued to check on vulnerable families and the children concerned. It was a very challenging time for everyone involved, however the Government Furlough Scheme supported the staff by paying 80% of the wages and the Committee were able to top up the wages a further 20%. Therefore, the staff were receiving 100% wages during the first Lockdown.

Despite the lack of fundraising events at this time, the Committee put a request forward to the Parish Council, which was granted, and Playgroup were able to fund a new Interactive Whiteboard for the Garden Room. The generosity of the Parish Council was previously also appreciated back in November 2019 when more funds were granted and a set of garden Puddle Suits were purchased, so the children could explore and enjoy the outside space in any weather.

In June 2020 the Playgroup were able to open complying to Government Guidelines relating to Covid19, however MOOS were not able to at this time. Playgroup opened with a bubble of 10 children, 2 days per week and a limited number of staff. This was a good learning opportunity for staff and children alike to adhere to

the new guidelines and was good preparation for the reopening in September 2020 with a larger cohort of children.

Finally, at the end of academic year the Committee were in the process of organising new signage for the front entrance and roadside advertisement and location of the setting to match inline with the new website that was launched in February 2020, logos and uniform.

The Government funding remains the same level for 2, 3 and 4 year olds, despite the Lockdown this funding was still provided. The JRS (Job Retention Scheme) supported Playgroup by paying staff wages and therefore Playgroup did not incur a loss during this financial year and was able to keep the Reserves roughly to the same level as the previous year.

This year has proved very challenging, but we wish Playgroup and MOOS a successful year despite the unknown challenges that it may bring. We are very proud of your hard work and the care that you provide for our children and the community, we know that you are always striving to do your best and make improvements all of the time and will tackle any challenges put in your way.

Signed:  
Mrs Sarah Toule (Chair of Committee) and Mrs Angela Valente (Treasurer)

Date: 14/12/20



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Melbourn Playgroup and Out of School Club

On accounts for the year
ended

31/08/2020

Charity no
(if any) 1174006

Set out on pages

3-11

3-10 (remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended DD / MM / YYYY.

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to
undertake the examination by being a qualified member of [insert name of
applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have
come to my attention in connection with the examination (other than that
disclosed below *) which gives me cause to believe that in, any material
respect:

- the accounting records were not kept in accordance with section 130
of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements
concerning the form and content of accounts set out in the Charities
(Accounts and Reports) Regulations 2008 other than any requirement
that the accounts give a 'true and fair' view which is not a matter
considered as part of an independent examination.

I have no concerns and have come across no other matters in connection
with the examination to which attention should be drawn in this report 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:

18/12/20

Name:

Peter Curnow FCCA

Relevant professional
qualification(s) or body

ACCA

(if any):

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Address:

Curnow & Co Limited

29 High Street

Harston CB22 7PX

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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