



St Richards CE Preschool – Managers Report - March 2022

It is really nice to start this report by informing you we have had no positive cases of Covid-19 in the setting to date (Mid March). I put this down to our amazing parents and them working with us to keep everyone safe by keeping their children home if unwell or getting a Covid test done if we recommend it. It is also down to the hard work of all the staff carrying out routine cleaning twice a day.

After the year of turbulence we have all gone through, the children have continued to make good progress throughout the year. We have had a heavy focus on Personal, Social and Emotional Development (PSED) as well as ensuring children were 'school ready'. As we had no end of term celebration last year we made sure we did this year and had the farm 'Farms to Ewe' in. They brought cows, ponies, chickens, ducks, goats and mice. This was a great hit with all the families and we received lots of positive verbal feedback regarding the farm and overall end of term feedback.

"Thank you all for your amazing hard work my child has really come out of her shell and really enjoys her time at the nursery, and this is due to your hard work and patience. So thank you for that I wish you all a fantastic summer break with your families and will look forward to seeing you again in September"

"You guys have worked wonders with my child, they've come on so well the both of them. You guys are awesome and need medals. During these super tough times with covid we've always had your full support and very hard working staff! Thanks again for all you have done"

"Words cannot express our thanks for all the work you guys did with our children, we will all miss you so much"

"Thank you very very much for you all for giving love and keeping my child safe he has learn to many things from you all and he was very happy child and we hope all the best and Success for you guys"

"Thank you all the team staff for teaching, learning and being patient with my son through all year! He progress on so many things that I can't count on now, you were all great! You all did a hard job during a year with covid measurement in place! We Wish you ,all have a lovely holidays!"

"My granddaughter was over the moon with holding a mouse. I asked her if it ran up the clock. She told me not to be silly, he was only a baby one!!! Thank you all for what you have done over this last year."

September saw us start the year with our highest number of children since I have been in post and by Christmas our afternoon sessions were full. Historically the afternoon sessions always tend to be our quieter sessions. Our morning sessions are a tad quieter however we have new children starting in April and this will take us up to our full occupancy for ratios. It is worth noting however we currently have 2 members of staff who work on a 1-1 basis with Special Needs Children and have another Special Needs child starting in April who will also require 1-1 support. We receive inclusion funding for these children which covers some of the cost of staff wages.

We have noted a rise in children starting in the setting with a delay in their PSED. To support children in this area we have a heavy focus on turn taking, playing, talking, group times and routines. We are confident this is due to Covid and the knock-on effects it has had on children and families. All children settled well, and we feel parents not bringing their child into the setting has helped these transitions. Children are making steady progress and any identified as needing some extra support is discussed and worked with.

We are continuing to develop our keyperson relationships with parents. This is an area we have had to look at now parents do not access the setting to ensure all parents are able to talk to their child's keyperson. We have put rotas in place and have held open mornings/afternoons. We like to hold parents evening in January but due to the rise in covid cases we did not do this again this year. We have also continued to develop using Famly, our online observation platform. This is a great tool for parents to see what their child does in Preschool, especially as parents no longer enter the setting everyday. Parents are enjoying the app also and positive feedback has been received.

"We love to see photos of our child at Preschool to see what she gets up to."

"I love using famly app because it makes me feel like I'm near her and I can watch her growing. Every time when there is a post about her I show her and discuss it with her. Thank you so much."

"Famly is a very good app to use to see what your child is doing at school. I really like the app and I enjoy using it."

Although cases of Covid started to rise again in December, we decided to go ahead with our Christmas performance and we are so glad we did. It was our best yet. The children were amazing, as were all the staff, and the parents thoroughly enjoyed it.

They were all fantastic! Well done to you all for your hard work!

They all did amazing 😊 well done everyone

It was amazing! Thank you all 😊

We used the event to raise some much needed money for new resources. We held a table top sale, a raffle and asked for donations for tea/coffee and cake. We received some wonderful donations from, staff a cake made by a parents, The Little Gym and Flowers by post. We raised a total of £350 and have spent this on some new balance bikes and scooters for the garden as well as helmets to keep the children safe.



The children also got to enjoy a wonderful and busy Christmas party where we were lucky enough to have Father Christmas to give each child a gift. Father Christmas was super lucky as he got to visit the children in the Garden, read a book to them and then enjoy the children singing some of the Christmas songs they had learnt to him.



Unfortunately, January saw us with covid restrictions again, however at preschool we soldiered on. As we approach the Easter break all the children continue to enjoy preschool and it amazes us everyday how the children have adapted to new routines, and that it is now the norm they come into preschool without their parents and engage themselves in preschool life.

Highlights of the year, Sam is now qualified Level 5 in Early Years after completing her Foundation Degree and Jane has started her journey on the Foundation Degree. Kristy is midway through her Masters and will complete this in September. All staff continue to keep their knowledge up to date through reading blogs, learning from each other or doing short course.

Although we have had yet another topsy turvey year, we have adapted our practise and continue to do so. We enjoy the challenge of building the children's resilience and staffs adaptable skills.

We look forward as always to the summer term, the warmer weather, spending more time outdoors and making sure the children transitioning on to a new school are as ready as they can be. We are busy planning our end of term celebration and are already thinking about September.

As a team we thank all the parents for their continued support at Preschool and for allowing us the opportunity to watch their children grow.

Kristy Bartlett
Manager



Pre-School Committee (Trustees) Annual Report

This report covers the period April 2021 to March 2022.

Although the effects of the pandemic continued to be felt in the community the setting has remained open since the end of January 2021 in line with Government requirements. Our AGM last year took place on Zoom as did our committee meetings. This year's AGM is once again on site.

Setting and Operation

The fact that the setting has been able to stay open is due to the huge efforts undertaken by the staff led by manager Kristy to maintain a Covid secure setting. Risk assessments were regularly reviewed and updated as the situation related to the pandemic altered.

Communication with parents was improved during this time even though parents couldn't enter the setting as they were able to prior to the pandemic, through the adoption of a digital app, enabling parents to see photographs of their children in situ, as well as being a means of quick, secure communication between the setting and the parents.

The improved outside space has continued to be an important asset and the preschool staff and children continue to enjoy using the space all year round.

Children responded well to being dropped off at the door at the start of their sessions, so much so that this practice has continued.

Committee and Staffing

The staff team has remained unchanged, which has brought stability to the setting during so much uncertainty. Kristy has continued to lead in a way which is both professional and encouraging. As can be seen from the manager's report most of the staff have completed or are in the process of completing further qualifications related to their work. Kristy is about to complete a Masters in Research in Education through Kingston University a great achievement both for Kristy personally and for the setting.

Kristy has carried out regular supervision with her team and as Chair of the Trustees Kristy and I also meet for regular supervision. Without exception at each of these meetings I have been impressed by the attention to detail, the knowledge of both staff

and children and always the intention to improve the setting for all. The Committee has met regularly via zoom. During this year we have recruited a new trustee to the committee, Gosia Krzywanska. Gosia is also a parent and so her contributions are very valuable. Having completed Safer Recruitment for this role, Gosia will be formally welcomed as a trustee at our AGM. We are delighted to welcome her.

Finances

In 2020 the finances were supported by the money reclaimed from the Job Retention Grant (Furlough) scheme. In 2021 the setting ran at a loss. The accounts show a healthy reserve which would cover the costs incurred should the setting need to close with a term's notice. However, with a deficit this year again, running at a loss is clearly not sustainable and will inform our budgetary discussions for 2022.

Conclusion

Although 2021 has been a challenging year with the backdrop of the pandemic continuing to have an impact, the setting has continued to be appreciated by those who use it and we have seen larger numbers on roll at the start of the 2021/22 academic year, a trend we hope will continue.

The team led by Kristy have continued to develop in their skills as they provide excellent childcare and learning opportunities to all those children on roll.

The use of digital technology has enhanced the communication between the parents and setting.

The use of outside as well as inside space continues to be an asset.

The Committee looks forward to and is committed to working closely with Kristy and her team to provide the best Early Years provision possible.

Revd Deborah Wignall

Committee Chair

St Richard's CE Preschool

Charity No. 1178927

Accounts 31 December 2021

St Richard's CE Preschool

Charity No. 1178927

**Independent Examiners' Report to the Trustees of the St Richard's CE
Preschool for the year ended 31 December 2021**

**Respective responsibilities
of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The 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 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**

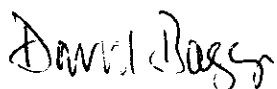
In connection with my examination, no matters has come to my attention to indicate that:

(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:
- 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:

26/6/2022

Mr David Baggs A.C.A. 11 Seymour Gardens, Hanworth, Middlesex, TW13 7PQ.

St Richard's CE Preschool

Report & Accounts

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St Richard's CE Preschool

Charity No. 1178927

Detailed Income & Expenditure Account for the year ended 31 December 2021

Contract & Grant Funding

Kingston University grant		4,900
London Borough Hounslow funding	109,016	101,072
Job Retention Scheme grant	6,240	34,518
	<u>115,256</u>	<u>140,490</u>

Other Fees & Income

Subscriptions & other receipts	13,995	9,035
Fundraising		500
Donations	74	10
Bank deposit interest	3	113
	<u>14,072</u>	<u>9,658</u>
	129,328	150,148

EXPENDITURE

Wages & salaries	114,739	113,952
NEST pension contributions	3,436	3,299
Printing, postage & stationery	1,780	1,753
Materials and other resources	1,807	1,309
Rent	12,000	7,000
Insurance	562	494
OFSTED registration	178	50
Computer equipment	2,540	649
Staff training	220	
Uniforms	1,831	449
Subscription to Early Years Alliance	115	112
Telephone	120	90
Gifts	229	70
Payroll management software	119	410
Cooking	80	81
Early Years Consortium - consultancy fees	144	
Repairs & renewals, inc. skip hire	31	908
	<u>(139,931)</u>	<u>(130,626)</u>
(Deficit) / Surplus for the year	<u><u>(10,603)</u></u>	<u><u>19,522</u></u>

St Richard's CE Preschool

Charity No. 1178927

Detailed Statement of Assets & Liabilities
for the year ended 31 December 2021

	31 December 2021	31 December 2020
	£	£
Current Assets		
Bank savings A/c	31,048	31,043
Bank current A/c	54,403	68,450
Cash balances to be banked	<u>367</u>	<u></u>
	85,818	99,493
Creditors: amounts falling due with one year		
Deferred income	13,000	15,000
PAYE/NIC's	1,459	1,466
Sundry accruals - photocopier costs	<u>500</u>	<u>1,565</u>
	<u>70,859</u>	<u>81,462</u>
Unrestricted Income Reserves		
Balance b/fwd	81,462	61,940
(Deficit)/ surplus of receipts over expenditure	<u>(10,603)</u>	<u>19,522</u>
Balance c/fwd	<u>70,859</u>	<u>81,462</u>

Approval of the Accounts

The accounts have been approved by the trustees on 27.6.22

Deborah Wignall

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Revd Debs Wignall

Trustee

St Richard's CE Preschool

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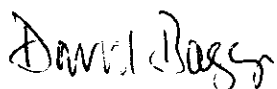
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