

Scalliwags Pre-School CIO

Report and Accounts

31 August 2020

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Annual Report

For the year ended 31 August 2020

Scalliwags Pre-School CIO of St Andrew's Youth Hall, Paddock Wood, Tonbridge, Kent is a registered charity, number 1179340. It is a member of the Pre-School Learning Alliance, Scalliwags Pre-school CIO, formerly Scalliwags Pre-School, first registered with the Charity Commission on 25th July 2018. There then followed the registration with Ofsted, the transfer of assets and the registration with HMRC as a new company and charity.

Administration

Chairperson	Paula Saunders
Treasurer	James Dow
Secretary	Lesley Short

Paula Saunders was appointed at the Committee meeting on 20th November 2019, subject to receiving confirmation of suitability (Claire Crozier continued in the role in the meantime). Confirmation of suitability was received on 18th December 2019. The Coronavirus pandemic and Lockdowns meant that the AGM was postponed until 17th December 2020 and was held virtually. Paula Saunders, James Dow and Lesley Short were appointed by re-election by parents at the virtual Annual General Meeting, held on 17th December 2020.

The objects of the Charity

The object of the Charity is to provide pre-school education to children from two years old to five years of age. The management committee aims to provide first class pre-school facilities for the benefit of pre-school children drawn from Paddock Wood and surrounding areas.

Summary of financial results for the year ending 31/08/2020.

Income for the year totalled £138,762. Expenditure for the year totalled £133,700.

The surplus of income over expenditure for the year was £5,062.

Fees will be reviewed regularly by the Trustees and were increased to £5.25 an hour from January 2020. The next scheduled increase is planned for January 2021 to £5.75 an hour.

Review of the Year

Scalliwags employs 8 part time members of staff, comprising of 6 qualified practitioners (including 1 with QTS) and 2 office staff. Staff reduced from 12 in the previous year. Our bank staff, Karen had a change of career that could offer her a permanent position, in the Summer term, Nicki decided to stay at home come the end of her maternity leave. Two members of staff, Janice and Sally decided not to return to the work in light of the recent pandemic and left in May and August accordingly.

Covid-19 meant the year has been like no other. Due to the Government imposed Lockdown, Scalliwags was shut from 21st March to 2nd June 2020. We were in receipt of Government funding; we applied any paid invoices from term 5 to term 6 (despite the difference of three weeks) and furloughed a proportion of the staff up to the permitted maximum according to Government guidelines for Early Years. *The setting's landlord kindly revoked any rent charges for April and May and offered a substantial reduction for June and July All children were invited to join us again from 2nd June, but limited numbers chose to do so. This meant that Scalliwags shut on Mondays for term 6, we operated a bubble system with the hall divided into 2 bubbles with a 2m wide gap dividing the bubbles. Staff were allocated a bubble and some were placed on flexible furlough due to the reduction in demand for the sessions. The Setting didn't have insurance cover for loss of earnings due to a pandemic. PPE and cleaning materials costs increased dramatically. Despite the need for much greater vigilance, increased cleaning and many more risk assessments for the children whose parents' chose for them to attend Scalliwags they had a fabulous time and enjoyed an element of normality in the very uncertain situation. Throughout this period, March to August children (and parents) received extensive online support with home learning challenges and ideas, stories read, P.E and singing contributed to by non-furloughed staff. Our vulnerable families also received regular telephone support from the Children's Manager. Primary school Transition forms were completed with contributions from parents of those children who stayed at home, there were virtual transition meetings with the Primary school staff and Specialist teaching Services as well as communication with the Primary school's Family Liaison Officer. We felt confident that we had done our very best to facilitate a smooth transition to Primary school for the 33 children who left Scalliwags in July 2020.

Paula Saunders
Chairperson

17/12/2020

Receipts and Payments Account

For the year ended 31 August 2020

Income Receipts	2020
Government funding	93,976
SENIF	2,024
Non-funded income (fees, lunch club)	24,914
EYPP	1,765
Uniform	490
Training Collaboration Supplement	409.06
Government Job Retention Scheme	12,303
Fundraising (All fundraising cancelled after March 2020 due to the Pandemic)	1,927
Donations	954
Total Receipts	138,762

	2020
Total receipts brought forward	138,762

Direct Charitable Expenditure	2020
Salaries (including payroll admin costs)	103,672
Staff training courses	544
Rent (including utilities and telephone) *	7,491
Equipment	4,900
Snack	680
Craft materials	800
Cleaning	2,150
Resources	3,300
Insurances and Membership, DBS	1,590
SENIF	2,024
EYPP	1,765
Total	128,916

Other Expenditure	2020
Uniform	1,440
Stationary, photocopying, admin	2,400
Internet	324
Fund Raising	220
Other	400
Total	4,784

Total Expenditure	133,700
Surplus	5,062

Statement of Assets and Liabilities

As at 31 August 2020

Monetary Assets	2020
Cash at bank	7,670

Starting balance September 2019	2,608
Net 2020	5,062

Approved for and on behalf of the Management Committee 17th December 2020.

Paula Saunders
Chairperson

Notes to the Accounts

For the year ended 31 August 2020

1 Accounting Policies

Basis of Accounting

The accounts have been prepared on a receipts and payments basis and comply with the requirements of the Charities Act 2011.

Independent Examiner's Report to the Trustees

I report on the Accounts of the Charity for the year ended 31 August 2020, which are set out on pages 1 to 7.

Respective responsibilities of trustees and examiner

As the Charity's trustees, the committee is responsible for the preparation of the accounts; the audit requirement of section 144 of the Charities Act 2011 does not apply. The examiner is asked to state, any particular matters that should give rise to further investigation, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act.

Basis of Independent Examiner's report

The examination was carried out in accordance with the 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, 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 the examiners not requested to express an audit opinion on the view given by the accounts.

Independent Examiner's statement

To the Chairperson,
Scalliwags Pre-school CIO

I have examined the financial records of Scalliwags Pre-School and I find that they are in accordance with the vouchers and other documents presented to me.

There are no matters that I need to draw to your attention.