

TI A FI A CYLCH MEITHRIN MEINI BACH

England & Wales · Charity number 1186230

Details

Status Registered

Legal form CIO

Registered 2019-11-08

Register [View on the Charity Commission register](#)

Contact

Address Ti A Fi A Cylch Meithrin Meini Bach
Ysgol Gymraeg y Cwm
Jersey Road
Bonymaen
Swansea
SA1 7DL

Phone 07395136474

Email CMmeinibach@gmail.com

Activities

Objects: THE OBJECT OF THE CIO IS: TO ADVANCE THE EDUCATION OF PRE-SCHOOL CHILDREN THROUGH THE MEDIUM OF WELSH LANGUAGE WITHIN THE BON Y MAEN, SA1 AREA OF SWANSEA.

Activities: Ti a Fi a Cylch Meithrin Meini Bach is a pre school childcare setting offering sessional and full day childcare for 2-4 year olds in the local area of Bon-y-Maen Swansea. We are based in Ysgol Gymraeg y Cwm's Foundation Phase building and we also offer wrap around childcare to Nursery Pupils that attend the school. We also offer Parent and baby/toddler sessions.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- City Of Swansea

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£63,210	£66,372	-	-
2024-03-31	£49,720	£67,127	-	-
2023-03-31	£61,953	£50,448	-	-
2022-03-31	£42,774	£33,798	-	-
2021-03-31	£28,673	£20,435	-	-

Trustees

Name	Role	Appointed
Eifion Rhys Davies		2026-06-09
Katherine Squire		2023-09-01
Lauren Aimee Beard		2023-09-01

TI A FI A CYLCH MEITHRIN MEINI BACH

England & Wales - Charity number 1186230

Accounts



Trustees' Annual Report for the period

From: 01/04/24 Period Start Date

To: 31/03/25 Period End Date

Charity name: **CYLCH MEITHRIN MEINI BACH**

Charity registration number: **1186230**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Cylch Meithrin Meini Bach is a Welsh medium pre-school and wrap around service based on the site of Ysgol Gymraeg y Cwm. Cylch Meithrin Meini Bach aims to provide quality Welsh-medium care and education for children from 2 years old up to statutory school age. We are registered as a Charitable Incorporated Organisation and are a 'not for profit' organization. We offer services to families that can access Flying Start and Childcare Offer for Wales and for private fee-paying parents, enabling parents to return to work if they wish. Our setting also offers a weekly parent and toddler session.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The happiness of every child is a priority at Cylch Meithrin Meini Bach. The best possible care is offered in a safe and stimulating environment where children can benefit from a wide range of play activities and experiences which enable them to learn and develop to their full potential. Cylch Meithrin Meini Bach understands the importance of foundation learning and follows the National Early Years Curriculum, which ensures that each child receives the best possible start in all aspects of his/her education. The children learn and play through the medium of Welsh and are immersed in the language from the outset. Staff promote the development of the Welsh language through singing, playing and speaking. Play and practical activities are organized for the children which support physical, creative development, early literacy,

		early numeracy, wellbeing and health and knowledge and understanding of the world.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	If there are suitable grants available, then the committee applies for these.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The trustees are all volunteers.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Our preschool setting engages with children and families of the immediate and extended community. Our setting plays a crucial role supporting families in the community on their first steps into Welsh medium care and education, supporting families with newborn babies to children aged 4, bringing them together to build strong relationships. We provide a place that the community feel they belong, where they can gain Welsh language advice and support, socialise with their children, build relationships with other parents and leave their children for care, leading on to Welsh medium education, consistent with all Welsh Government priorities. We offer Flying Start spaces, crucial to those who may not otherwise be able to afford childcare. We also provide the childcare offer funding for children three years, which allows parents to work. Both are essential to ensure children have the best start in life

		<p>and make life a little easier for families. All children are treated as an equal, irrespective of race, colour, religion, nationality or social background. Play is fundamental to the physical, emotional, linguistic, social and intellectual development of children and this has been achieved throughout the year. The Cylch has worked in partnership with parents/guardians to promote these values. We work with Mudiad Meithrin and the Local Authority to ensure staff attend training courses that upskill our staff to provide high quality provision enabling us to put early interventions in place for individual children.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£8153.11
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No current policy but we aim to develop this in the future. We aim to have 3 months costs in reserve. The number of children per school year can vary and is needed to protect the jobs of our employees.
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	Unexpected rent – paid 2 years rent upfront.
Details of fund materially in deficit	Para 1.24	-£3161.65
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties. Flying Start expansion by Swansea Council has significantly increased incomings.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Children's fees for the services provided either through Local Authority for Flying Start Funding, Welsh Government for Childcare Offer or private fee-payments.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	No income during August. Numbers of children dropped during year due to starting school nursery.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (constitution, trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post	Para 1.25	Trustees are elected annually and adopt the constitution. Regular meetings are held.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Regular meetings held with the trustees and guidance given through Mudiad Meithrin Officer.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Work closely with Ysgol y Cwm, Early Years Wales and Mudiad Meithrin.
Relationship with any related parties	Para 1.51	Member of the Umbrella Organisation Mudiad Meithrin. Early Years Wales.
Other		

Reference and Administrative details

Charity name	Cylch Meithrin Meini Bach
Other name the charity uses	
Registered charity number	1186230
Charity's principal address	Jersey Road, Bonymaen, Swansea, SA1 7DL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sarah Bowkett	Trustee	1/09/2019	
2	Katherine Squire	Trustee	01/09/2023	
3	Lauren Beard	Trustee	01/09/2023	
4				
5				
6				
7				
8				
9				
10				
11				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

K.J.Squire

Full name(s)

Katherine Squire

Position (eg Secretary,
Chair, etc)

Treasurer

Date

27/01/2026

Cylch Monthly Transactions April 2024

Income								
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total
1390.20	240.00	287.50	1283.75			486.50		3687.95

Expenditure						Balance
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Totals	2577.88	382.86		35.00	2995.74	692.21

Balance 692.21
 Less Cash Expenditure 170.51
 Overall Monthly Balance 521.70

Cylch Monthly Transactions May 2024

Income								
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total
1409.50		1540.00	2145.00			313.00		5407.50

Expenditure						Balance
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Totals	3944.63	406.62	345.35	30.00	280.00	5006.60

Balance 400.90
 Less Cash Expenditure 165.92
 Overall Monthly Balance 234.98

Cylch Monthly Transactions June 2024

Income								
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total
1802.70	575.00	1900.00	2291.25			252.50		6821.45

Expenditure						Balance
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Totals	5551.01	548.42		15.00	92.00	6206.43

Balance 615.02
 Less Cash Expenditure 415.07
 Overall Monthly Balance 199.95

Cylch Monthly Transactions July 2024

Income								
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total
1162.85	140.00	3040.00	2275.00	87.00	5670.00			12374.85

Expenditure						Balance
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Totals	4634.42	447.17	341.91	30.00	5453.50	6921.35

Balance 6921.35
 Less Cash Expenditure 61.92
 Overall Monthly Balance 6859.43

Cylch Monthly Transactions August 2024

Income								
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total
			350.00					350.00

Expenditure						Balance
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Totals	4342.72	503.05	168.45		577.00	5591.22

Balance -5241.22
 Less Cash Expenditure 40.13
 Overall Monthly Balance -5281.35

Cylch Monthly Transactions September 2024

Income								
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total
1746.90	360.00	1100.00	2486.25					5693.15

Expenditure						Balance
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Totals	3700.38	305.51		15.00	4020.89	1672.26

Balance 1672.26
 Less Cash Expenditure 176.69
 Overall Monthly Balance 1495.57

ADRODDIAD ARIANNOL AM Y FLWYDDYN YN DIWEDDU 31.03.2025
FINANCIAL STATEMENT FOR THE YEAR ENDING 31.03.2025

MEINI BACH

CYLCH MEITHRIN

	<u>£</u>	<u>2025</u>
	<u>£</u>	<u>£</u>
DERBYNIADAU / RECEIPTS		
Grant MM / MM Grant	£	-
Grantiau eraill / Other Grants	£	5,770.00
Incwm Hyforddi / Training Income	£	90.98
Ffioedd Plant a Ti a Fi / Children's Fees	£	56,557.76
Codi Arian / Fundraising	£	361.29
Rhoddion / Donations	£	-
Tripiau / Trips	£	-
Eraill	£	430.00
<u>Cyfanswm Derbyniadau / Total Receipts</u>	£	63,210.03

TALIADAU / PAYMENTS

Cyflogau, Treth & Pensiwm / Salaries, PAYE & Pensions	£	49,864.87
Rhent & Gwres / Rent & Heating	£	2,000.00
Ffioedd Crofrestu / MM Registrations	£	150.00
Offer, Nwyddau ag Adnoddau / Equipment, Materials & Resources	£	11,929.72
Costiau Bwyd & Diod / Food & Drink Costs	£	536.64
Codi Arian / Fundraising	£	20.74
Cyrsiau / Courses	£	161.40
Tripiau / Trips	£	-
Arall / Other	£	1,708.31

Cyfanswm Taliadau / Total Payments **£ 66,371.68**

Gweddill (Diffyg) am y Flwyddyn -£ 3,161.65
 Surplus (Deficit) for the year

Cyfrifon Banc / Bank Balance ar 31.03.2025 7,209.39
 Cyfrifon Banc / Bank Balance ar 31.03.2025 48.81
 Cyfrifon Banc / Bank Balance ar 31.03.2025 862.49
 Arian mewn llaw / Cash at 31.03.2025 32.42
CYFANSWN / TOTAL **£ 8,153.11**

Cyfrifon Banc / Bank Balance ar 31.03.2024 10,400.41
 Cyfrifon Banc / Bank Balance ar 31.03.2024 88.56
 Cyfrifon Banc & Arian / Bank Balance and Cash ar 31.03.2024 717.95
 Cyfrifon Banc / Bank Balance ar 31.03.2024 107.84
CYFANSWN / TOTAL **£ 11,314.76**

CADEIRYDD / CHAIRPERSON

..... M.H.Lanchbury

TRYSORYDD / TREASURER

..... K.J.Squire

TYSTYSGRIF ARCHWILWYR / AUDITORS' CERTIFICATE

Archwilwyd y derbyniadau a thaliadau gennyf ynghyd a'r adroddiad uchod a tystiaf eu bod yn unol a'r llyfrau a'r talebion perthnasol.

Cylch Monthly Transactions

March 2025

Income								Expenditure						Balance			
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total	Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total			
1845.22	230.00	2672.50	682.50	41.00		289.56		5760.78									
									Totals	3814.48	283.24	144.85	15.00	63.65	4321.22	1439.56	
																Balance	1439.56
																Less Cash Expenditure	574.24
																Overall Monthly Balance	865.32

TI A FI A CYLCH MEITHRIN MEINI BACH

England & Wales - Charity number 1186230

Accounts

Cylch Monthly Transactions									Rhagfyr 23								
Income									Expenditure							Balance	
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total	Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total			
1607.15	132.00	1122.50	320.00	9.00		187.00		3377.65	Mari	1528.89							
									Catrin	1447.28							
									Alys	679.64							
									Emily	746.95							
									Laura								
									Totals	4402.76	460.92	156.65	15.00	66.80	5102.13	-1724.48	
																Balance	-1724.48
																Less Cash Expenditure	
																Overall Monthly Balance	-1724.48

Cylch Monthly Transactions									Ionawr 24								
Income									Expenditure							Balance	
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total	Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total			
1560.42	419.00		666.25			420.00		3065.67	Mari	1515.04							
									Catrin	1429.78							
									Alys	579.63							
									Emily	573.13							
									Laura								
									Totals	4097.58	405	343.26	15.00		4860.84	-1795.17	
																Balance	-1795.17
																Less Cash Expenditure	240.14
																Overall Monthly Balance	-2035.31

Cylch Monthly Transactions									Feb-24							
Income									Expenditure							Balance
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total	Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total		
									Mari	1534.72						
									Catrin	1417.93						
									Alys	601.73						
									Emily	472.57						
									Laura							
1096.85	233.00	862.50	796.25	126.00	3000.00			6114.60	Totals	4026.95	408.38	169.27		4604.60	1510.00	
															Balance	1510.00
															Less Cash Expenditure	160.59
															Overall Monthly Balance	1349.41

Cylch Monthly Transactions									Mar-24							
Income									Expenditure							Balance
Fees	Fee cash	30 Digidol	FS	Ti a Fi	Grant	Debt	HMRC	Total	Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total		
									Mari	1480.72						
									Catrin	1357.74						
									Alys	634.21						
									Emily	548.62						
									Laura							
1078.35	257.84	1725.00	1543.75					4604.94	Totals	4021.29	356.92	157.18	15.00	100.00	4650.39	-45.45
															Balance	-45.45
															Less Cash Expenditure	120.57
															Overall Monthly Balance	-166.02

ADRODDIAD ARIANNOL AM Y FLWYDDYN YN DIWEDDU 31.03.2024
FINANCIAL STATEMENT FOR THE YEAR ENDING 31.03.2024

MEINI BACH

CYLCH MEITHRIN

	<u>£</u>	<u>2024</u> <u>£</u>
<u>DERBYNIADAU / RECEIPTS</u>		
Grant MM / MM Grant		30.00
Grantiau eraill / Other Grants		3,000.00
Incwm Hyforddi / Training Income		-
Ffioedd Plant a Ti a Fi / Children's Fees		43,684.80
Codi Arian / Fundraising		1,171.04
Rhoddion / Donations		-
Tripiau / Trips		-
Eraill		1,833.91
<u>Cyfanswm Derbyniadau / Total Receipts</u>		£ 49,719.75

TALIADAU / PAYMENTS

Cyflogau, Treth & Pensiwm / Salaries, PAYE & Pensions		57,338.09
Rhent & Gwres / Rent & Heating		-
Ffioedd Crofrestu / MM Registrations		125.00
Offer, Nwyddau ag Adnoddau / Equipment, Materials & Resources		6,232.51
Costiau Bwyd & Diod / Food & Drink Costs		329.27
Codi Arian / Fundraising		361.05
Cyrsiau / Courses		78.00
Tripiau / Trips		-
Arall / Other		2,663.31

Cyfanswm Taliadau / Total Payments **£ 67,127.23**

Cyfanswm Taliadau / Total Payments

£ 67,127.23

**Gweddill (Diffyg) am y Flwyddyn
Surplus (Deficit) for the year**

-£ 17,407.48

**Cyfrifon Banc / Bank Balance ar 31.03.2024
Cyfrifon Banc / Bank Balance ar 31.03.2024
Cyfrifon Banc / Bank Balance ar 31.03.2024
Arian mewn llaw / Cash at 31.03.2024
CYFANSWN / TOTAL**

**10,400.41
88.56
717.95
107.84
£ 11,314.76**

**Cyfrifon Banc / Bank Balance ar 31.03.2023
Cyfrifon Banc / Bank Balance ar 31.03.2023
Cyfrifon Banc & Arian / Bank Balance and Cash ar 31.03.2023
Cyfrifon Banc / Bank Balance ar 31.03.2023
CYFANSWN / TOTAL**

**27,828.62
398.44
291.45
203.73
£ 28,722.24**

CADEIRYDD / CHAIRPERSON

.....

TRYSORYDD / TREASURER

.....

TYSTYSGRIF ARCHWILWYR / AUDITORS' CERTIFICATE

Archwilwyd y derbyniadau a thaliadau gennyf ynghyd a'r adroddiad uchod a tystiaf eu bod yn unol a'r llyfrau a'r talebion perthnasol.

I have examined the receipts and payments together with the above statement and testify that they are in accordance with the with the relevant books and vouchers.

N. A. Evans

19.08.2024

Llofnod/Signature:

Dyddiad/Date.....

TI A FI A CYLCH MEITHRIN MEINI BACH

England & Wales - Charity number 1186230

Accounts

Cylch Monthly Transactions

Income			
Fees	30 hours	S Servs	Total
325	320	140	785

Expenditure		
Staff Net Wages	HMRC	
Mari	150	
Catrin	100	
Kim	80	
Ffion	80	
Totals	410	250

Example ↑

Pension	Nerys	Exp Total
100	15	775

Balance
10

Cylch Monthly Transactions

Ebrill 21

Income								
Fees	30 A	30 NPT	S Servs	Grant	Debt	other	HMRC	Total
826.00	486.00				68.00	560.63		1940.63

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari 597.34					
Catrin 157.5					
Kim 621.63					
Totals	149.2		15.00	1515.23	1679.43

Balance
261.20

Balance	261.20
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>261.20</u>

Cylch Monthly Transactions

Mai 21

Income							
Fees	30 A	30 NPT	Other	Grant	Debt	HMRC	Total
1984.00	738.00		31.99	445.00			3198.99

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	647.4				
Catrin	458.14				
Kim	444.38				
Totals	164.14				164.14

Balance
3034.85

Balance	3034.85
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>3034.85</u>

Cylch Monthly Transactions

Mehefin 21

Income							
Fees	30 A	30 NPT	Other	Grant	Debt	HMRC	Total
2356.00	802.00						3158.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	764.3				
Catrin	503.74				
Kim	539.54				
Totals	218.95		30.00	134.98	383.93

Balance
2774.07

Balance	2774.07
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>2774.07</u>

Cylch Monthly Transactions

Gorffennaf 21

Income							
Fees	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
958.50	936.00	108.00					2002.50

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	764.3				
Catrin	450.04				
Kim	398.44				
Totals	306.35		15.00		321.35

Balance
1681.15

Balance	1681.15
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>1681.15</u>

Cylch Monthly Transactions MEDI 21

Income			
Fees	30 hours	S Servs	Total
2964.00	684.00	204.00	3852.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1937.77				
Catrin	804.13				
Kim	396.42				
Ffion	403.52				
Totals	3541.84		73.07	15.00	3629.91

Balance
222.09

222.09
 20.05

 202.04

Cylch Monthly Transactions HYDREF 21

Income			
Fees	30 hours	S Servs	Total
2496.00	675.00	178.50	3349.50

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1119.11				
Catrin	667.65				
Kim	511.67				
Ffion	512.87				
Totals	2811.30		62.37	60.00	2933.67

Balance
415.83

415.83
76.06

339.77

Cylch Monthly Transactions Tachwedd 21

Income			
Fees	30 hours	S Servs	Total
4286.00	936.00	170.00	5392.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1131.71				
Catrin	724.65				
Kim	546.82				
Ffion	380.57				
Totals	2783.75		71.14	30.00	2884.89

Balance
2507.11

2507.11
218.33

2288.78

Cylch Monthly Transactions Rhagfyr 21

Income			
Fees	30 hours	S Servs	Total
2174.00	729.00	119.00	3022.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1125.07				
Catrin	642.57				
Kim	499.56				
Ffion	459.32				
Totals	2726.52	192.10	64.43	15.00	2998.05

23.95

81.66

-57.71

Balance
23.95

Cylch Monthly Transactions Ionawr 22

Income			
Fees	30 hours	S Servs	Total
2775.13	726.75		3501.88

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1147.47				
Catrin	674.49				
Kim	502.93				
Ffion	414.32				
Totals	2739.21	280.45	69.20	15.00	3103.86

398.02
 114.00

 284.02

Balance
398.02

Cylch Monthly Transactions

Income			
Fees	30 hours	S Servs	Total
2928.75	1307.25	238.00	4474.00

↑
Including Free debt

Chwefror 22

Expenditure				
Staff Net Wages	HMRC	Pension	Nerys	Exp Total
Mari	1147.47			
Catrin	635.73			
Kim	342.18			
Ffion	466.07			
Totals	2591.45	240.25	15.00	2846.70

Balance
1627.3

1627.30
 164.04

 1463.26

Cylch Monthly Transactions

Mawrth 22

Income							
Fees	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
3344.60	2058.75	0.00	170.00	900.00	831.00	77.08	7381.43

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	921.42					
Catrin	921.83					
Ffion	412.07					
Alys	307.28					
Emily	192.28					
Totals	2754.88	73.52	66.38	15.00	94.80	3004.58

Balance
4376.85

Balance	4376.85
Less Cash Expenditure	104.36
<u>Overall Monthly Balance</u>	<u>4272.49</u>

Cylch Monthly Transactions

Ebrill 22

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
1524.24	141.00	823.00	144.00	68.00		587.50		3287.74

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1140.16				
Catrin	699.29				
Ffion	432.59				
Alys	311.26				
Emily	51.23				
Totals	2634.53	168.27	63.95		2866.75

Balance
420.99

Balance	420.99
Less Cash Expenditure	120.13
<u>Overall Monthly Balance</u>	<u>300.86</u>

Cylch Monthly Transactions

Mai 2022

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
2167.00	278.00	2075.00	120.00	272.00		119.50		5031.50

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	1126.98					
Catrin	979.18					
Ffion	555.81					
Alys	186.24					
Emily	13.66					
Totals	2861.87	188.24	70.59	30.00	79.99	3230.69

Balance
1800.81

Balance	1800.81
Less Cash Expenditure	283.87
<u>Overall Monthly Balance</u>	<u>1516.94</u>

Cylch Monthly Transactions

Jul-22

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
1894.84	68.00	2630.00				384.00		4976.84

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1251.99				
Catrin	1162.32				
Ffion	555.51				
Alys	472.47				
Emily	198.07				
Totals	3640.36	186.48			3826.84

Balance
1150.00

Balance	1150.00
Less Cash Expenditure	220.06
<u>Overall Monthly Balance</u>	<u>929.94</u>

Cylch Monthly Transactions

Aug-22

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
255.00								255.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1215.99				
Catrin	1192.11				
Ffion	0				
Alys	367.85				
Emily	0				
Totals	2775.95	250.25	227.29	15.00	3268.49

Balance
-3013.49

Balance	-3013.49
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>-3013.49</u>

Cylch Monthly Transactions

Income			
Fees	30 hours	S Servs	Total
325	320	140	785

Expenditure		
Staff Net Wages	HMRC	
Mari	150	
Catrin	100	
Kim	80	
Ffion	80	
Totals	410	250

Example ↑

Pension	Nerys	Exp Total
100	15	775

Balance
10

Cylch Monthly Transactions

Medi 22

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
1602.50	170.00	2135.00	300.00			364.00		4571.50

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1216.19				
Catrin	1191.91				
Alys	542.21				
Emily	99.04				
Laura					
Totals	3049.35	502.8	118.02	75.00	3745.17

Balance
826.33

Balance	826.33
Less Cash Expenditure	131.46
<u>Overall Monthly Balance</u>	<u>694.87</u>

Cylch Monthly Transactions

Hydref 22

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
1240.98	238.00	4270.00	320.00	13.00		386.50		6468.48

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	1207.96					
Catrin	1196.31					
Alys	619.54					
Emily	39.07					
Laura	100.52					
Totals	3163.40	248.46		15.00	125.00	3551.86

Balance
2916.62

Balance	2916.62
Less Cash Expenditure	186.90
Overall Monthly Balance	2729.72

****DECHRAU MIS TACHWEDD**

Cylch Monthly Transactions

Tachwedd 22

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
1364.48	476.00	2135.00		55.50		182.00		4212.98

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	1239.26					
Catrin	1166.18					
Alys	270.81					
Emily	541.89					
Laura	154.86					
Totals	3373.00		117.60	15.00	54.80	3560.40

Balance
652.58

Balance	652.58
Less Cash Expenditure	345.57
<u>Overall Monthly Balance</u>	<u>307.01</u>

Cylch Monthly Transactions

Rhagfyr 22

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
1120.24	170.00	6445.00	320.00	13.79				8069.03

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	1239.46					
Catrin	1193.28					
Alys	419.44					
Emily	579.93					
Laura	32.59					
Totals	3464.70	250.71	116.87	15.00	104.10	3951.38

Balance
4117.65

Balance	4117.65
Less Cash Expenditure	431.75
<u>Overall Monthly Balance</u>	<u>3685.90</u>

Cylch Monthly Transactions

Ionawr 23

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
1260.50	187.00	1067.50	540.00	7.00		910.00		3972.00

Including new Digital payment

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	1246.95					
Catrin	1193.28					
Alys	386.44					
Emily	533.08					
Laura						
Totals	3359.75		240.52	15.00	150.00	3765.27

Balance
206.73

Balance	206.73
Less Cash Expenditure	184.37
<u>Overall Monthly Balance</u>	<u>22.36</u>

Cylch Monthly Transactions

Chwefror 23

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
1160.00		3600.00	180.00	21.86		575.00		5536.86

Including new Digital payment

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	2549.27					
Catrin	2023.05					
Alys	459.31					
Emily	533.08					
Laura						
Totals	5564.71	644.14	304.56	15.00	48.00	6576.41

Balance
-1039.55

Balance	-1039.55
Less Cash Expenditure	215.17
<u>Overall Monthly Balance</u>	<u>-1254.72</u>

Cylch Monthly Transactions

Mawrth 23

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
1442.50	102.00	2860.00	780.00		2484.60	816.50		8485.60

Including new Digital payment

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1379.70				
Catrin	1361.89				
Alys	288.55				
Emily	646.33				
Laura					
Totals	3676.47		15.00	78.00	3769.47

Balance
4716.13

Balance	4716.13
Less Cash Expenditure	128.55
<u>Overall Monthly Balance</u>	<u>4587.58</u>

Cylch Monthly Transactions

Mai 23

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
950.00	204.00	2780.00	780.00	22.24		494.00		5230.24

Including new Digital payment

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1462.90				
Catrin	1298.53				
Alys	685.34				
Emily	499.33				
Laura					
Totals	3946.10	935.74	163.90	30.00	1458.91
					6534.65

Balance
-1304.41

Balance	-1304.41
Less Cash Expenditure	156.72
<u>Overall Monthly Balance</u>	<u>-1461.13</u>

Cylch Monthly Transactions

Mehfin 23

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
1775.39	330.00	1360.00	720.00	13.24		716.00		4914.63

Including new Digital payment

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	1500.44					
Catrin	1417.57					
Alys	548.9					
Emily	963.33					
Laura						
Totals	4430.24	431.81	319.78	15.00	1664.85	6861.68

Balance
-1947.05

Balance	-1947.05
Less Cash Expenditure	978.94
<u>Overall Monthly Balance</u>	<u>-2925.99</u>

Cylch Monthly Transactions

Gorffennaf 23

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
773.00	165.00	4005.00	780.00	2.56	30.00	845.50		6601.06

Including new Digital payment

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	1500.24					
Catrin	1417.57					
Alys	543.41					
Emily	537.2					
Laura						
Totals	3998.42	142.01	336.90	15.00	255.51	4747.84

Balance
1853.22

Balance	1853.22
Less Cash Expenditure	111.01
<u>Overall Monthly Balance</u>	<u>1742.21</u>

Cylch Monthly Transactions

Awst 23

Income								
Fees	Fee cash	30 A	30 NPT	Ti a Fi	Grant	Debt	HMRC	Total
								0.00

Including new Digital payment

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1500.44				
Catrin	1417.57				
Alys	412.1				
Emily	794.55				
Laura					
Totals	4124.66	431.81		15.00	4571.47

Balance
-4571.47

Balance	-4571.47
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>-4571.47</u>

ADRODDIAD ARIANNOL AM Y FLWYDDYN YN DIWEDDU 31.03.2023
FINANCIAL STATEMENT FOR THE YEAR ENDING 31.03.2023

MEINI BACH

CYLCH MEITHRIN

	<u>2023</u>
	<u>£</u>
<u>DERBYNIADAU / RECEIPTS</u>	
Grant MM / MM Grant	2,834.60
Grantiau eraill / Other Grants	120.00
Incwm Hyforddi / Training Income	-
Ffioedd Plant a Ti a Fi / Children's Fees	58,280.18
Codi Arian / Fundraising	517.03
Rhoddion / Donations	-
Tripiau / Trips	200.00
Eraill	0.79
<u>Cyfanswm Derbyniadau / Total Receipts</u>	£ 61,952.60

TALIADAU / PAYMENTS

Cyflogau, Treth & Pensiwm / Salaries, PAYE & Pensions	45,224.35
Rhent & Gwres / Rent & Heating	-
Ffioedd Crofrestu / MM Registrations	125.00
Offer, Nwyddau ag Adnoddau / Equipment, Materials & Resources	3,256.02
Costiau Bwyd & Diod / Food & Drink Costs	343.97
Codi Arian / Fundraising	420.17
Cyrsiau / Courses	234.95
Tripiau / Trips	-
Arall / Other	843.95
<u>Cyfanswm Taliadau / Total Payments</u>	£ 50,448.41

Gweddill (Diffyg) am y Flwyddyn
 Surplus (Deficit) for the year

	£ 11,504.19
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Cyfrifon Banc / Bank Balance ar 31.03.2023	27,828.62
Cyfrifon Banc / Bank Balance ar 31.03.2023	398.44
Arian mewn llaw / Cash at 31.03.2023	291.45
Arian mewn llaw / Cash at 31.03.2023	203.73
CYFANSWN / TOTAL	£ 28,722.24

Cyfrifon Banc / Bank Balance ar 31.03.2022	16,363.21
Cyfrifon Banc / Bank Balance ar 31.03.2022	398.44
Arian mewn llaw / Cash at 31.03.2022	104.36
Arian mewn llaw / Cash at 31.03.2022	352.04
CYFANSWN / TOTAL	£ 17,218.05

CADEIRYDD / CHAIRPERSON

TRYSORYDD / TREASURER

TYSTYSGRIF ARCHWILWYR / AUDITORS' CERTIFICATE

Archwilwyd y derbyniadau a thaliadau gennyf ynghyd a'r adroddiad uchod a tystiaf eu bod yn unol a'r llyfrau a'r talebion perthnasol.

I have examined the receipts and payments together with the above statement and testify that they are in accordance with the with the relevant books and vouchers.

N. A Evans

08/08/2023

Llofnod/Signature: _____

Dyddiad/Date.....

TI A FI A CYLCH MEITHRIN MEINI BACH

England & Wales - Charity number 1186230

Accounts



Cylch Meithrin Meini Bach (Bon-y-Maen)

DATGANIAD O DDIBEN Gwanwyn 2023

NOD AC AMCANION:

Nod Cylch Meithrin Meini Bach yw darparu gofal ac addysg cyfrwng Cymraeg o ansawdd i blant o 2 oed hyd at oed ysgol statudol.

1

OEDRAN: Mae'r Cylch Meithrin yn cymryd plant o 2 oed hyd at oed statudol ysgol.

RHYW: Bachgen/Merch

IAITH: Mae'r Cylch Meithrin yn gweithredu trwy gyfrwng y Gymraeg.

NIFER Y PLANT:

Mae Cylch Meithrin Meini Bach wedi cofrestru gydag Arolygiaeth Gofal Cymru (AGC) ar gyfer 16 o blant ar unrhyw adeg, gan gyfri am ratios oedolyn i blentyn, plant 2 oed (4-1) a 3 oed (8-1).

CYFLEUSTERAU:

Mae'r cyfleusterau a gynigir i blant a'u teuluoedd yn cynnwys:

- Ystafell benodol wedi ei chynllunio i greu amgylchedd ysgogol
- Dau doiled i ferched a bechgyn, a toiled anabl / defnydd staff
- Ardal gorffwys er mwyn ymateb i anghenion corfforol pob plentyn unigol
- Ardal chwarae tu allan (Buarth bach)
- Ardal gegin ar gyfer paratoi byrbryd

GWASANAETH

Mae Cylch Meithrin Meini Bach yn cynnig gofal safonol, hyblyg a fforddiadwy i rieni/gwarchodwyr sydd yn dymuno defnyddio'r gwasanaeth.

Mae'r ddarpariaeth ar agor fel yr isod am 39 wythnos y flwyddyn yn ystod tymor ysgol yn unig:

Dydd Llun i Ddydd Gwener	Cylch	Gofal Cofleidiol	Gofal Cofleidiol	Gofal Dydd
	9yb-11.25yb	9yb-1yp	11:30yb-3:30yp	9yb-3:30yp

GWEITHGAREDDAU

Blaenoriaeth y Cylch Meithrin yw hapusrwydd bob plentyn. Cynigir y gofal mewn amgylchedd diogel lle gall plant fanteisio ar amrywiaeth eang o weithgareddau a phrofiadau sy'n eu gallunogi i ddysgu a datblygu i'w llawn botensial. Mae Meini Bach yn deall pwysigrwydd dysgu sylfaen ac yn dilyn cwricwlwm blynyddoedd cynnar cenedlaethol er mwyn sicrhau bod pob plentyn yn cael y cychwyn gorau posib ymhob agwedd o'i addysg cyn ysgol.

Mae'r plant yn dysgu a chwarae trwy gyfrwng y Gymraeg ac yn cael ei trochi yn yr iaith o'r cychwyn cyntaf.

Mae'r staff yn hyrwyddo datblygiad yr iaith Gymraeg trwy ganu, cyd-chwarae a siarad.

Mae gweithgareddau chwarae ac ymarferol yn cael ei drefnu i'r plant sy'n cefnogi datblygiad corfforol, creadigol, llythrennedd cynnar, rhifedd cynnar, lles a iechyd a gwybodaeth a dealltwriaeth o'r byd.

Mae ardal Greadigol y dosbarth yn galluogi plant i beintio, lliwio, torri a gludo a modeli gyda toes. Mae ardal adeiladu ac ymchwilio yn yr ystafell er mwyn i blant cyfuno deunyddiau, datblygu sgiliau llawdriniol manwl ac archwilio bywyd pob dydd gyda cheir bach, anifeiliad bach a gweithgareddau aml-synhwyraidd.

Mae ardal dawel/ddarllen yn y dosbarth lle mae'r plant yn medru ymlacio a phori trwy lyfrau cynnar gyda ffrind ac oedolyn.

Mae yna ardal rhifedd/llythrennedd yr ystafell ddosbarth hefyd i blant cael dechrau datblygu sgiliau rhif cynnar drwy cyfrif a didoli adnoddau bychain a gwneud marciau cynnar gydag amrywiaeth o ddeunyddiau megis creonau a phensiliau.

Mae'r ardal cegin yn cynnwys bwrdd bach ar gyfer amser snac/bvrbryd iachus lle mae'r plant yn medru datblygu sgiliau annibynnwrwydd wrth fwyta dan ofal oedolyn cyfrifol.

Mae'r ardal diogel allanol yn cynnwys beiciau/ceir mawr, cegin fwdlyd, twba dwr/tywod i archwilio ac offer mawr diogel iddynt ddatblygu sgiliau llawdriniol bras. Mae gweithgareddau garddio yn cael ei gynllunio a pharatoi ar gyfer y plant er mwyn iddynt cymryd rol wrth ofalu am ei hamgylchedd.

Gweler isod engraifft o amserlen/digwyddiadau ar gyfer sesiwn arferol yn ein Cylch Meithrin:

Sesiwn Cylch bore 9yb-11.25yb		
9:00yb	9:15yb	9:50yb
Hunan gofrestru Gosod bag a chot ar ei bachyn personol Cyfnod croesawi gyda chân a chofrestri	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae Tasgau ffocws creadigol/llythrennedd/rhifedd tu mewn a thu allan gyda staff	Amser ffrwyth/snac
10:00yb	10:15yb	11:00yb
Chwarae Tu allan / gweithgareddau corfforol (loga)	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae Tasgau ffocws creadigol/llythrennedd/rhifedd tu mewn a thu allan gyda chynorthwydd / arweinydd	Amser carped ar gyfer stori a chân Paratoi i fynd adref

3

Sesiwn Gofal Cofleidiol 9yb-1yp a gofal dydd			
9:00yb	9:15yb	9:50yb	
Hunan gofrestru Gosod bag a chot ar ei bachyn personol Cyfnod croesawi gyda chân a chofrestri	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae Tasgau ffocws creadigol/llythrennedd/rhifedd tu mewn a thu allan gyda staff	Amser ffrwyth/snac	
10:00yb	10:15yb	11:45yb-12:45yp	12:45yp
Chwarae Tu allan / gweithgareddau corfforol (loga)	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae Tasgau ffocws creadigol/llythrennedd/rhifedd tu mewn a thu allan gyda staff	Amser cinio	Amser carped/stori Parato i fynd i'r ysgol/adref

Sesiwn Gofal Cofleidiol 11.30yb-3.30yp a gofal dydd			
11:30yb	11:45yb-12:45yp	12:45yp	
Ymuno a gweithgareddau - gwahoddiadau i chwarae	Amser Cinio	Amser stori a chroesawu gyda chanu - cofrestru	
1:00yb	2:00yp	2:15yp	3:15yp
Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad	Amser ffrwyth/snac	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad	Amser carped/stori

i chwarae Tasgau ffocws creadigol/llythrennedd/rhif edd tu mewn a thu allan gyda staff		i chwarae Tasgau ffocws creadigol/llythrennedd/rhif edd tu mewn a thu allan gyda chynorthwydd / arweinydd Amser symud a siglo - gweithgareddau corfforol	Paratoi fynd adref
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STAFF

Darperir y gwasanaeth gan staff cymwys ac ymroddgar a chynigir rhaglen o hyfforddiant mewn swydd i sicrhau bod ganddynt yr wybodaeth a'r sgiliau sydd yn angenrheidiol i ddarparu gofal ac addysg o'r safon uchaf posibl.

Mari Lanchbury - Arweinydd
Catrin Watkins - Dirprewy Arweinydd
Alys Williams - Cynorthwydd
Emily Rees - Cynorthwydd

POLISI DERBYN PLANT

Mae croeso i bob plentyn mynychu Meini Bach gan ein fod yn Cylch Meithrin cynwysedig. Bydd Cylch Meithrin Meini Bach yn cydymffurfio ag amodau cofrestru AGC parthed y nifer o blant a ganiateir.

POLISI CYFLEODD CYFARTAL

Bydd Cylch Meithrin Meini Bach yn sicrhau bod pob agwedd o'i weithgareddau yn hyrwyddo cyfle cyfartal i bob unigolyn. Bydd hyn yn cynnwys mynediad i weithgareddau, triniaeth gyfartal a pharch tuag at bob unigolyn.

AMREDIAD ANGHENION

Y nod yw darparu cefnogaeth briodol i blant gydag anghenion ychwanegol ble bynnag y gallwn, fel yr angen. Mae'r gwasanaeth yn cael eu darparu yn ôl y gofynion a'r amodau a amlinellir yng Nghytundeb Gofal Plant.

DIOGELU PLANT

Nod y Cylch Meithrin yw sicrhau lles, diogelwch a ffyniant pob plentyn dan ei ofal. Mae Cylch Meithrin Meini Bach yn credu bod gan bob plentyn yr hawl i ddisgwyl bod yr oedolion sy'n gofalu amdano yn ei amddiffyn rhag pob niwed. Mae hapusrwydd, diogelwch a ffyniant bob plentyn yn bwysig i Gylch Meithrin Meini Bach.

POLISI GADAEI A CHASGLU PLANT

Mae Cylch Meithrin Meini Bach yn sicrhau bod trefniadau addas ar gael i adael a chasglu pob plentyn yn ddiogel. Cofnodir manylion pob unigolyn sy'n debygol o gasglu'r plentyn a gofynnir i rieni/gwarchodwyr ddarparu llun o bob person fydd yn debygol o gasglu'r plentyn. Mae'n ofynnol i rieni/gwarchodwyr hysbysu Cylch Meithrin Meini Bach, yn ysgrifenedig os yn

bosib o unrhyw newid i'r trefniadau casglu. Wrth ymateb i pandemig Covid-19, un rhiant yn unig sydd yn gallu dod i gasglu ei plant wrth ymbellhau yn gymdeithasol gan ddilyn y system rhesi tu allan i gatiâu'r ysgol.

GWEITHDREFN I'W DILYN MEWN ACHOS O GAU MEWN ARGYFWNG

Mewn sefyllfaoedd arbennig neu mewn achos argyfwng, efallai y bydd angen cau Cylch Meithrin Meini Bach ar fyr rybudd. Os fydd angen cau ar fyr rybudd, bydd staff yn cysylltu gyda rhieni/gwarchodwyr dros y ffôn gan ddefnyddio rhifau cyswllt mewn argyfwng a ddarperir gan rieni/ gwarchodwyr ar y Ffurflen Cofrestru Plentyn (P1-12) gan roi cymaint o rybudd ac sy'n bosib.

Os fydd angen cau mewn argyfwng yn ystod amser sesiwn y ddarpariaeth, bydd y staff yn cysylltu â'r rhieni / gwarchodwyr drwy ddefnyddio'r rhifau ffôn cysylltiadau brys. Bydd y staff yn aros gyda'r plant nes eu bod yn cael eu casglu. Cysylltir gyda'r rhieni/gwarchodwyr i gadarnhau dyddiad ail agor y ddarpariaeth.

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CANMOL A CHWYNO

Nod y Cylch Meithrin yw darparu gwasanaeth o safon ymhob agwedd o'i gwaith. Croesewir barn a sylwadau rhieni/gwarchodwyr am y gwasanaeth, fel y gellir ei wella os oes angen. Ceisir datrys unrhyw broblemau neu gwynion mewn modd adeiladol cyn gynted â phosibl. Dylid cyfeirio unrhyw gwyn neu sylw at Arweinydd Cylch Meithrin Meini Bach yn y lle cyntaf. Os na cheir datrysiad boddhaol, gellir cysylltu â'r Unigolyn Cyfrifol. Mae manylion cyswllt wedi'u nodi isod ac ar hysbysfwrdd y rhieni/Gwarchodwyr.

POLISIÄU/ADRODDIADAU

Cedwir copi llawn o'r holl bolisiau/adroddiadau amrywiol ar hysbysfwrdd rhieni/gwarchodwyr o fewn y Cylch Meithrin ac ar hysbysfwrdd staff.

COFRESTRU

Bydd angen i bob rhiant/gwarchodwr y plant sy'n mynychu'r Cylch Meithrin llenwi pob ffurflen cofrestru yn nodi manylion llawn bob plentyn **cyn** dechrau.

TERMAU AC AMODAU

Fel y nodir yng nghytundeb y Rhieni /Gwarchodwyr.



Cylch Meithrin Meini Bach (Bon-y-Maen)



STATEMENT OF PURPOSE Spring 2023

AIMS AND OBJECTIVES

Cylch Meithrin Meini Bach aims to provide quality Welsh-medium care and education for children from 2 years old up to statutory school age.

AGE: Cylch Meithrin Meini Bach accepts children from 2 years to statutory school age.

GENDER: Boy/Girl

LANGUAGE: The provision operates through the medium of Welsh.

NUMBER OF CHILDREN

Cylch Meithrin Meini Bach has registered with Care Inspectorate Wales (CIW) for 16 children at any one time, child to adult ratio for 2 year olds (4-1) and 3 year olds (8-1) counted for.

FACILITIES

The facilities offered to the children and families include:

Large room designed to create a stimulating environment

Two toilets for girls and boys, one of which is for disabled / staff use

Rest area to accommodate the physical needs of each individual child

An outside play area (concrete)

A kitchen for preparation of snacks/cookery

Prep area in the room with 2 sinks for snack preparation

SERVICE

Cylch Meithrin Meini Bach offers quality, flexible and affordable childcare to parents/guardians who require the service. The service is open as below for 39 weeks of the year during school term time -

Monday to Friday.	Cylch	Wrap around	Wrap around	Day Care
	9am-11.25am	9am-1pm	11:30am-3:30pm	9am-3:30pm

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ACTIVITIES

The happiness of every child is a priority at Cylch Meithrin Meini Bach. The best possible care is offered in a safe and stimulating environment where children can benefit from a wide range of play activities and experiences which enable them to learn and develop to their full potential. Cylch Meithrin Meini Bach understands the importance of foundation learning and follows the National Early Years Curriculum, which ensures that each child receives the best possible start in all aspects of his/her education.

The children learn and play through the medium of Welsh and are immersed in the language from the outset.

Staff promote the development of the Welsh language through singing, playing and speaking.

Play and practical activities are organized for the children which support physical, creative development, early literacy, early numeracy, wellbeing and health and knowledge and understanding of the world.

The Creative area of the classroom enables children to paint, color, cut and glue and model with dough. The room has a construction and research area for children to combine materials, develop fine manipulative skills and explore daily life with small cars, small animals and multi-sensory activities.

There is a quiet reading / reading area in the classroom where the children can relax and browse through early books with a friend and an adult.

There is also a classroom numeracy / literacy area for children to begin to develop early number skills by counting and sorting small resources and making early marks with a variety of materials such as crayons and pencils.

The kitchen area includes a small snack / healthy snack table where the children can develop independence skills while eating under the care of a responsible adult.

The outdoor boasts a safe area includes large bikes / cars, a muddy kitchen, a water / sand tub to explore and larger equipment for them to develop gross manipulative skills. Gardening activities are planned and prepared for the children so that they can take a role in caring for its environment.

Below is an example of a timetable / events for a typical session at our Cylch Meithrin:

Morning Cylch session 9am-11.25am		
9:00am	9:15am	9:50am
Self-registration Place bag and coat on their personal hook Welcome session with register and song time	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with staff	Snack/fruit time
10:00am	10:15am	11:00am
Movement session - physical development activities (Yoga)	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with an assistant / leader	Carpet session, story time and song Prepare for home time



Morning wrap around session 9am-1pm and day care			
9:00am	9:15am	9:50am	
Self-registration Place bag and coat on their personal hook Welcome session with register and song time	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with staff	Snack/fruit time	
10:00am	10:15am	11:45am-12:45pm	12:45pm
Movement session - physical development activities (Yoga)	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with staff	Lunch time	Carpet session, story time and song Prepare for home time/school transfer

Afternoon wrap around session 11:30am-3:30pm and Day care		
11:30am	11:45am-	12:45pm

	12:45pm			
Join in with activities - Invitation to play	Lunch time	Welcome session with register and song time		
1:00pm	2:00pm	2:15pm	3:00pm	3:15pm
Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with staff.	Snack/fruit time	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with staff. Movement session - physical development activities	Relaxing time - Yoga	Carpet session, story time and song Prepare for home time

STAFF

The service is provided by qualified and dedicated staff. A program of in-service training is offered to ensure staff have the essential knowledge and skills to provide care and education of the highest standard.

Mari Lanchbury - Leader
 Catrin Watkins - Deputy Leader
 Alys Williams - Assistant
 Emily Rees - Assistant

ADMISSIONS POLICY

Every child who is within the appropriate age range is welcome to attend Cylch Meithrin Meini Bach. The Cylch Meithrin will conform to the conditions of CIW regarding the age of the children and the numbers allowed.

EQUAL OPPORTUNITIES

Cylch Meithrin Meini Bach seeks to ensure that all aspects of its activities promote equal opportunities. This will include access to activities, equal treatment and respect towards each individual

NEEDS OF THE CHILD/CHILDREN

The aim is to provide appropriate support to each child who has additional learning needs wherever possible, and as required. The service is delivered within the terms and conditions noted in the Childcare contract.

SAFEGUARDING CHILDREN

Cylch Meithrin Meini Bach aims to ensure the welfare, safety and happiness of all children in its care. The Cylch Meithrin believes that each child has the right to expect all adults caring for him/her will protect him/her from any harm. The happiness, safety and well-being of every child is important to Cylch Meithrin Meini Bach.

LEAVING AND COLLECTING CHILDREN

Cylch Meithrin Meini Bach ensures that appropriate measures are put in place to leave and collect children safely. A note is made of each individual that is likely to collect the child and the parents are asked to provide a picture of the persons who are likely to collect the child. It is essential that parents/guardians inform Cylch Meithrin Meini Bach in writing if possible, of any changes in the collecting arrangements. In response to the Covid-19 pandemic, only one parent can come to collect their children at social distance following the rows system outside the school gates.

GUIDELINES TO FOLLOW IN A SITUATION OF CLOSING IN AN EMERGENCY

In special circumstances or in an emergency, Cylch Meithrin Meini Bach may need to close at short notice. If it is necessary to close at short notice, the staff will contact the parents/guardians by phone, using the contact emergency numbers noted by parents/guardians on the Registration Form (P1-12) giving as much notice as possible. If it is necessary to close in an emergency during opening hours of the Cylch Meithrin, the staff will contact parents/guardians by using the same emergency numbers. The staff will stay with the children until they are collected. The parents/guardians will be contacted to confirm the date of re-opening of the Cylch Meithrin.

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COMPLIMENTS AND COMPLAINTS

Cylch Meithrin Meini Bach aims to provide a service of the highest quality in all aspects of its work. Views and comments from parents/guardians about the provision are welcomed, so that the service may be improved if necessary. Any complaints will be dealt with in a constructive way as soon as possible. Any complaints/comments should be made to the Leader in the first instance. If a complaint is not resolved satisfactorily, contact should be made with the Responsible Individual.

POLICIES/REPORTS

A full copy of the various policies/reports are kept in the Cylch Meithrin.

REGISTRATION

Every parent/guardian whose child is to attend the Cylch Meithrin, must complete all registration forms noting full details of the child **before** starting.

TERMS AND CONDITIONS

As indicated in the parents/guardians contract.



CRYNODEB O RAI O BOLISIÄU ALLWEDDOL

(Mae copi llawn o'r polisïau i'w gweld yn y Cylch Meithrin)

DERBYN PLANT

Mae croeso i bob plentyn fynychu Cylch Meithrin Meini Bach waeth beth fo'i anghenion, liw, hil, iaith, crefydd, dosbarth cymdeithasol neu sefyllfa deuluol. Bydd Cylch Meithrin Meini Bach yn cydymffurfio ag amodau cofrestru AGC parthed y nifer o blant a ganiateir.

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HYRWYDDO YMDDYGIAD CADARNHAOL

Nod Cylch Meithrin Meini Bach yw darparu amgylchedd sy'n seiliedig ar ganllawiau clir, teg a chyson, ac sy'n hyrwyddo dealltwriaeth plentyn o ymddygiad derbyniol. Mae Cylch Meithrin Meini Bach yn credu bod cosbi plant yn gorfforol yn gwbl annerbyniol, ac mae'r dull hwnnw o gosbi plant yn cael ei wahardd.

Bydd Cylch Meithrin Meini Bach yn sicrhau bod pob dull a ddefnyddir o reoli ymddygiad yn addas ar gyfer oedran a lefel datblygiad y plentyn unigol. Bydd staff y Cylch Meithrin yn sicrhau bod cysondeb yn y dulliau a ddefnyddir o ddydd i ddydd, ac o berson i berson. Ymhob achos lle mae ymddygiad plentyn yn achosi gofid, bydd staff y Cylch Meithrin yn trafod y sefyllfa yn bositif gyda rhieni/gwarchodwyr yn ddiymdroi, ac yn datblygu cynllun gweithredu ar y cyd i'w ddefnyddio yn y Cylch Meithrin ac yn y cartref.

CYFLEOEDD CYFARTAL

Bydd Cylch Meithrin Meini Bach yn sicrhau bod pob agwedd o'i weithgareddau yn hyrwyddo cyfle cyfartal i bob unigolyn, beth bynnag fo'i genedl, lliw, hil, rhyw, anabledd, crefydd, oed, diwylliant neu ddosbarth cymdeithasol. Bydd hyn yn cynnwys mynediad i weithgareddau, triniaeth gyfartal a pharch tuag at bob unigolyn.

CYNHWYSIANT

Mae Cylch Meithrin Meini Bach yn ymrwymo i roi cefnogaeth briodol i bob plentyn sydd ag anghenion addysgol arbennig. Bydd Cylch Meithrin Meini Bach yn gweithio mewn partneriaeth a'r Cynllun Cyfeirio Lleol, ac asiantaethau perthnasol eraill i sicrhau cymorth a chefnogaeth i'r plentyn a'i deulu.

POLISI AMDDIFFYN PLANT

Bydd Cylch Meithrin Meini Bach yn amddiffyn pob plentyn dan ei ofal. Mae Cylch Meithrin Meini Bach yn credu bod gan bob plentyn yr hawl i ddisgwyl bod yr oedolion sy'n gofalu amdano/amdani yn ei amddiffyn rhag pob niwed. Mae hapusrwydd, diogelwch a ffyniant pob plentyn yn bwysig i Gylch Meithrin Meini Bach.

GADAEI A CHASGLU PLANT

Mae Cylch Meithrin Meini Bach yn sicrhau bod trefniadau addas ar gael i adael a chasglu pob plentyn yn ddiogel. Cofnodir manylion pob unigolyn sy'n debygol o gasglu'r plentyn a gofynnir i rieni i gyflwyno'r unigolyn hwn i'r staff uwch. Mae'n ofynnol i rieni/gofalwyr hysbysu Cylch Meithrin Meini Bach yn ysgrifenedig os yn bosib, o unrhyw newid yn y trefniadau casglu.

CANMOL A CHWYNO

Nod y Cylch Meithrin yw darparu gwasanaeth o'r safon uchaf ymhob agwedd o'i gwaith. Croesewir barn a sylwadau rhieni/gwarchodwyr am y gwasanaeth, fel y gellir ei wella os oes angen. Ceisir datrys unrhyw broblemau neu gwynion mewn modd adeiladol cyn gynted â phosib. Dylid cyfeirio unrhyw gwyn neu sylw at Arweinydd y Cylch Meithrin yn y lle cyntaf. Os na cheir datrasiad boddhaol, gellir cysylltu â'r Unigolyn Cyfrifol.

Arolygiaeth Gofal Cymru (AGC)

Mae AGG yn arolygu'r ddarpariaeth, ac mae copïau o'r adroddiad i'w gweld yng Nghylch Meithrin Meini Bach, pe byddech yn dymuno, neu ar wefan AGC, www.arolygiaethgofal.cymru



SUMMARY OF KEY POLICIES

(A full copy of the policies is available in the nursery)

ADMISSIONS

Cylch Meithrin Meini Bach welcomes every child, whatever his/her needs, colour, race, religion, social class or family situation. Cylch Meithrin Meini Bach conforms to the registration conditions as laid down by CIW regarding the number of children allowed in the setting.

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PROMOTING POSITIVE BEHAVIOUR

Cylch Meithrin Meini Bach aims to provide an environment based on clear, fair and consistent guidelines which promote a child's understanding of acceptable behavior. Cylch Meithrin Meini Bach believes that physical punishment of children is unacceptable, and does not allow the use of this method of discipline.

Cylch Meithrin Meini Bach will ensure that every method of behavior management that is used is appropriate for the age and level of development of the individual child. The nursery staff will ensure that there is a consistency in the methods that are used from day to day and from person to person.

In every case where a child's behavior causes anxiety, the nursery staff will discuss the situation with the parents/carers without delay and develop a combined plan of action to be used in the setting and in the home.

EQUAL OPPORTUNITIES

Cylch Meithrin Meini Bach aims to ensure that all aspects of its activities promote equal opportunities for every individual child regardless of nationality, colour, race, gender, disability, religion, age, culture or social class. This will include access to activities, equal treatment and respect towards each individual.

INCLUSION

Cylch Meithrin Meini Bach is committed to providing appropriate support to each child who has special educational needs. Cylch Meithrin Meini Bach will work in partnership with the local Referral Scheme and other relevant agencies to ensure help and support for the child and his/her family.

CHILD PROTECTION

Cylch Meithrin Meini Bach protect all children in its care. Cylch Meithrin Meini Bach believes that each child has the right to expect that adults caring for him/her will protect him/her from any harm. The happiness, safety and well being of every child is important to Cylch Meithrin Meini Bach.

LEAVING AND COLLECTING CHILDREN

Cylch Meithrin Meini Bach ensures that appropriate measures are put in place to leave and collect children safely. A note is made of each individual that is likely to collect the child and we ask the parents to introduce these individuals to the senior staff. It is essential that parents/carers inform the Cylch Meithrin in writing if possible, of any changes in the collecting arrangements.

COMMENTS AND COMPLAINTS

Cylch Meithrin Meini Bach aims to provide a service of the highest quality in all aspects of its work. Views and comments from parents/carers about the provision are welcomed, so that the service may be improved if necessary. Any complaints will be dealt with in a constructive way as soon as possible. Any complaints/comments should be made to the Leader in the first instance. If a complaint is not resolved satisfactorily, contact should be made with the Responsible Individual.

CARE INSPECTORATE WALES (CIW)

The provision is inspected by the Care Inspectorate Wales (CIW) and a copy of the report is available to read at Cylch Meithrin Meini Bach if you so wish, or to view on the CIW website www.careinspectorate.wales



POLISI SALWCH/SICKNESS POLICY

Er lles pawb, ni dderbynnir eich plentyn i Cylch Meithrin Meini Bach os yw ef/ hi yn dioddef o unrhyw salwch heintus. Rhaid cymryd sylw o'r cyfnodau o absenoldeb a argymhellir isod mewn achosion o salwch.

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In everyone's interest, Cylch Meithrin Meini Bach will not accept any child whilst he/she is suffering from any infectious disease. Parents must observe the recommended periods of absence if there is affected by illness - as outlined below:

Amser i ffwrdd o'r Cylch Meithrin gyda salwch

Period of time away from the Cylch Meithrin with illness

Salwch Illness	24 Awr/ hour	48 Awr/ hour	72 Awr/ hour	Dim symptomau No symptoms	Hollol iach Completel y free	Penderfynia d y rheolwr Manager's discretion
Llid y coluddion Gastro-enteritis					X	
Cyfog Sickness		X				
Dolur rhydd Diarrhoea		X				
Anhwylder Llygaid Eye Disorders Llid yr amrannau Conjunctivitis		X				
Brech Goch Measles					X	
Ciwy'r pennau Mumps					X	
Y Frech Almaenig Rubella					X	
Y Dwymyn Goch					X	

Scarlet Fever						
Pâs Whooping cough					X	
Tarwden Ringworm					X	

Tymheredd Uchel High Temperature						X
Y Llindag Thrush				X		
Llau Pen Head Lice				X		
Annwyd Common Cold						X
Impetigo Impetigo					X	
Llid yr Ymennydd Meningitis					X	
Y Crafu Scabies					X	
Tonsilitis Tonsillitis				X		
Haint yn y glust Ear Infection				X		
Haint ar y frest Chest Infection				X		
Clwy wedi ei bwytho Stiched Wound						X
Brech yr Ieir Chicken Pox					X	



MANYLION CYSWLLT / CONTACT INFORMATION
CYLCH MEITHRIN MEINI BACH



Cyfeiriad / Address:

(Safle Cyfnod Sylfaen Mansel Road/Foundation Phase sight on Mansel Road)

Ysgol Gymraeg Y Cwm,
Jersey Road,
Bon-y-Maen,
Abertawe
SA1 7DL

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Arweinydd / Leader:

Miss Mari Lanchbury

Ffôn / Telephone:

07395136474

Ebost / Email:

cmmeinibach@gmail.com

Unigolyn Cyfrifol /

Mrs Sara David

Responsible Individual:

Ffôn / Telephone:

01792650326

Ebost / Email:

[Sara.David@swansea-](mailto:Sara.David@swansea-edunet.gov.uk)

[edunet.gov.uk](mailto:Sara.David@swansea-edunet.gov.uk)

AGC CIW :

Welsh Government Office

Sarn Mynach

Llandudno Junction

LL31 9RZ

Ffôn / Telephone:

0300 7900 126

Adolygwyd Ionawr 2023

Ebost / Email:

cssiw.southwest@wales.gsi.gov.uk

Enw -

Mudiad Meithrin,
Y Ganolfan Integredig,
Boulevard de Saint Briec,
Aberystwyth,
Ceredigion
SY23 1PD

Ffôn -

01970 639639

Cylch Monthly Transactions

Income			
Fees	30 hours	S Servs	Total
325	320	140	785

Expenditure		
Staff Net Wages	HMRC	
Mari	150	
Catrin	100	
Kim	80	
Ffion	80	
Totals	410	250

Example ↑

Pension	Nerys	Exp Total
100	15	775

Balance
10

Cylch Monthly Transactions

Ebrill 21

Income								
Fees	30 A	30 NPT	S Servs	Grant	Debt	other	HMRC	Total
826.00	486.00				68.00	560.63		1940.63

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	597.34				
Catrin	157.5				
Kim	621.63				
Totals	149.2		15.00	1515.23	1679.43

Balance
261.20

Balance	261.20
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>261.20</u>

Cylch Monthly Transactions

Mai 21

Income							
Fees	30 A	30 NPT	Other	Grant	Debt	HMRC	Total
1984.00	738.00		31.99	445.00			3198.99

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	647.4				
Catrin	458.14				
Kim	444.38				
Totals	164.14				164.14

Balance
3034.85

Balance	3034.85
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>3034.85</u>

Cylch Monthly Transactions

Mehefin 21

Income							
Fees	30 A	30 NPT	Other	Grant	Debt	HMRC	Total
2356.00	802.00						3158.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	764.3				
Catrin	503.74				
Kim	539.54				
Totals	218.95		30.00	134.98	383.93

Balance
2774.07

Balance	2774.07
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>2774.07</u>

Cylch Monthly Transactions

Gorffennaf 21

Income							
Fees	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
958.50	936.00	108.00					2002.50

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	764.3				
Catrin	450.04				
Kim	398.44				
Totals	306.35		15.00		321.35

Balance
1681.15

Balance	1681.15
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>1681.15</u>

Cylch Monthly Transactions MEDI 21

Income			
Fees	30 hours	S Servs	Total
2964.00	684.00	204.00	3852.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1937.77				
Catrin	804.13				
Kim	396.42				
Ffion	403.52				
Totals	3541.84		73.07	15.00	3629.91

Balance
222.09

222.09
 20.05

 202.04

Cylch Monthly Transactions HYDREF 21

Income			
Fees	30 hours	S Servs	Total
2496.00	675.00	178.50	3349.50

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1119.11				
Catrin	667.65				
Kim	511.67				
Ffion	512.87				
Totals	2811.30		62.37	60.00	2933.67

Balance
415.83

415.83
76.06

339.77

Cylch Monthly Transactions Tachwedd 21

Income			
Fees	30 hours	S Servs	Total
4286.00	936.00	170.00	5392.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1131.71				
Catrin	724.65				
Kim	546.82				
Ffion	380.57				
Totals	2783.75		71.14	30.00	2884.89

Balance
2507.11

2507.11
218.33

2288.78

Cylch Monthly Transactions Rhagfyr 21

Income			
Fees	30 hours	S Servs	Total
2174.00	729.00	119.00	3022.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Exp Total	
Mari	1125.07				
Catrin	642.57				
Kim	499.56				
Ffion	459.32				
Totals	2726.52	192.10	64.43	15.00	2998.05

23.95

81.66

-57.71

Balance
23.95

Cylch Monthly Transactions Ionawr 22

Income			
Fees	30 hours	S Servs	Total
2775.13	726.75		3501.88

Expenditure		
Staff Net Wages	HMRC	
Mari	1147.47	
Catrin	674.49	
Kim	502.93	
Ffion	414.32	
Totals	2739.21	280.45

398.02
 114.00

 284.02

Pension	Nerys	Exp Total
69.20	15.00	3103.86

Balance
398.02

Cylch Monthly Transactions

Income			
Fees	30 hours	S Servs	Total
2928.75	1307.25	238.00	4474.00

↑
Including Free debt

Chwefror 22

Expenditure				
Staff Net Wages	HMRC	Pension	Nerys	Exp Total
Mari	1147.47			
Catrin	635.73			
Kim	342.18			
Ffion	466.07			
Totals	2591.45	240.25	15.00	2846.70

Balance
1627.3

1627.30
164.04

1463.26

Cylch Monthly Transactions

Mawrth 22

Income							
Fees	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
3344.60	2058.75	0.00	170.00	900.00	831.00	77.08	7381.43

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	921.42					
Catrin	921.83					
Ffion	412.07					
Alys	307.28					
Emily	192.28					
Totals	2754.88	73.52	66.38	15.00	94.80	3004.58

Balance
4376.85

Balance	4376.85
Less Cash Expenditure	104.36
<u>Overall Monthly Balance</u>	<u>4272.49</u>

Cylch Monthly Transactions

Ebrill 22

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
1524.24	141.00	823.00	144.00	68.00		587.50		3287.74

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1140.16				
Catrin	699.29				
Ffion	432.59				
Alys	311.26				
Emily	51.23				
Totals	2634.53	168.27	63.95		2866.75

Balance
420.99

Balance	420.99
Less Cash Expenditure	120.13
<u>Overall Monthly Balance</u>	<u>300.86</u>

Cylch Monthly Transactions

Mai 2022

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
2167.00	278.00	2075.00	120.00	272.00		119.50		5031.50

Expenditure						
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total	
Mari	1126.98					
Catrin	979.18					
Ffion	555.81					
Alys	186.24					
Emily	13.66					
Totals	2861.87	188.24	70.59	30.00	79.99	3230.69

Balance
1800.81

Balance	1800.81
Less Cash Expenditure	283.87
<u>Overall Monthly Balance</u>	<u>1516.94</u>

Cylch Monthly Transactions

06/22

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
1951.00	205.00	1235.00			350.00	1016.00		4757.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1179.69				
Catrin	1206.43				
Ffion	244.38				
Alys	402.73				
Emily	423.46				
Totals	3456.69	208.07	15.00	1630.63	5310.39

Balance
-553.39

Balance	-553.39
Less Cash Expenditure	306.64
<u>Overall Monthly Balance</u>	<u>-860.03</u>

Cylch Monthly Transactions

07/22

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
1894.84	68.00	2630.00				384.00		4976.84

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1251.99				
Catrin	1162.32				
Ffion	555.51				
Alys	472.47				
Emily	198.07				
Totals	3640.36	186.48			3826.84

Balance
1150.00

Balance	1150.00
Less Cash Expenditure	220.06
<u>Overall Monthly Balance</u>	<u>929.94</u>

Cylch Monthly Transactions

08/22

Income								
Fees	Fee cash	30 A	30 NPT	S Servs	Grant	Debt	HMRC	Total
255.00								255.00

Expenditure					
Staff Net Wages	HMRC	Pension	Nerys	Other	Exp Total
Mari	1215.99				
Catrin	1192.11				
Ffion	0				
Alys	367.85				
Emily	0				
Totals	2775.95	250.25	227.29	15.00	3268.49

Balance
-3013.49

Balance	-3013.49
Less Cash Expenditure	
<u>Overall Monthly Balance</u>	<u>-3013.49</u>

ADRODDIAD ARIANNOL AM Y FLWYDDYN YN DIWEDDU 31.03.2022
FINANCIAL STATEMENT FOR THE YEAR ENDING 31.03.2022

MEINI BACH

CYLCH MEITHRIN

	2022
	<u>£</u> <u>£</u>
DERBYNIADAU / RECEIPTS	
Grant MM / MM Grant	1,000.00
Grantiau eraill / Other Grants	1,422.08
Incwm Hyforddi / Training Income	-
Ffioedd Plant a Ti a Fi / Children's Fees	38,879.75
Codi Arian / Fundraising	1,468.45
Rhoddion / Donations	3.35
Tripiau / Trips	-
	-
<u>Cyfanswm Derbyniadau / Total Receipts</u>	<u>£ 42,773.63</u>

TALIADAU / PAYMENTS

Cyflogau, Treth & Pensiwm / Salaries, PAYE & Pensions	30,162.36
Rhent & Gwres / Rent & Heating	-
Ffioedd Crofrestu / MM Registrations	-
Offer, Nwyddau ag Adnoddau / Equipment, Materials & Resources	2,344.37
Costiau Bwyd & Diod / Food & Drink Costs	184.32
Codi Arian / Fundraising	148.49
Cyrsiau / Courses	249.60
Tripiau / Trips	-
Arall / Other	708.79
	-
<u>Cyfanswm Taliadau / Total Payments</u>	<u>£ 33,797.93</u>

Gweddill (Diffyg) am y Flwyddyn Surplus (Deficit) for the year	<u>£ 8,975.70</u>
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Cyfrifon Banc / Bank Balance ar 31.03.2022	16,363.21
Cyfrifon Banc / Bank Balance ar 31.03.2022	398.44
Arian mewn llaw / Cash at 31.03.2022	104.36
Arian mewn llaw / Cash at 31.03.2022	352.04
CYFANSWN / TOTAL	<u>£ 17,218.05</u>

Cyfrifon Banc / Bank Balance ar 31.03.2021	8,234.15
Cyfrifon Banc / Bank Balance ar 31.03.2021	5.00
Arian mewn llaw / Cash at 31.03.2021	3.20
CYFANSWN / TOTAL	<u>£ 8,242.35</u>

CADEIRYDD / CHAIRPERSON

TRYSORYDD / TREASURER

TYSTYSGRIF ARCHWILWYR / AUDITORS' CERTIFICATE

Archwilwyd y derbyniadau a thaliadau gennyf ynghyd a'r adroddiad uchod a tystiaf eu bod yn unol a'r llyfrau a'r talebion perthnasol.

I have examined the receipts and payments together with the above statement and testify that they are in accordance with the with the relevant books and vouchers.

N. A Evans

11/09/2022

Llofnod/Signature:

Dyddiad/Date.....

TI A FI A CYLCH MEITHRIN MEINI BACH

England & Wales - Charity number 1186230

Accounts

DATGANIAD O DDIBEN

NOD AC AMCANION:

Nod Cylch Meithrin Meini Bach (Bon-y-Maen) yw darparu gofal ac addysg cyfrwng Cymraeg o ansawdd i blant o 2 oed hyd at oed ysgol statudol.

OEDRAN: Mae'r Cylch Meithrin yn cymryd plant o 2 oed hyd at oed statudol ysgol.

RHYW: Bachgen/Merch

IAITH: Mae'r Cylch Meithrin yn gweithredu trwy gyfrwng y Gymraeg.

NIFER Y PLANT:

Mae Cylch Meithrin Meini Bach (Bon-y-Maen) wedi cofrestru gydag Arolygiaeth Gofal Cymru (AGC) ar gyfer 16 o blant ar unrhyw adeg.

CYFLEUSTERAU:

Mae'r cyfleusterau a gynigir i blant a'u teuluoedd yn cynnwys:

- Ystafell benodol wedi ei chynllunio i greu amgylchedd ysgogol
- Dau doiled i ferched a bechgyn, a toiled anabl / defnydd staff
- Ardal gorffwys er mwyn ymateb i anghenion corfforol pob plentyn unigol
- Ardal chwarae tu allan (Buarth bach)
- Ardal gegin ar gyfer paratoi byrbryd

GWASANAETH

Mae Cylch Meithrin Meini Bach (Bon-y-Maen) yn cynnig gofal safonol, hyblyg a fforddiadwy i rieni/gwarchodwyr sydd yn dymuno defnyddio'r gwasanaeth.

Mae'r ddarpariaeth ar agor fel yr isod am 39 wythnos y flwyddyn yn ystod tymor ysgol yn unig:

Dydd Llun i Ddydd Gwener <i>Monday to Friday.</i>	Sesiwn Cylch / Cylch session 9am-11.20am	Gofal Cofleidiol/ <i>Wrap around</i> 9-1pm	Gofal Cofleidiol/ <i>Wrap around</i> 11:30-3:30pm	Gofal Dydd / <i>Day Care</i> 9-3:30pm

GWEITHGAREDDAU

Blaenoriaeth y Cylch Meithrin yw hapusrwydd bob plentyn. Cynigir y gofal mewn amgylchedd diogel lle gall plant fanteisio ar amrywiaeth eang o weithgareddau a phrofiadau sy'n eu galluogi i ddysgu a datblygu i'w llawn botensial. Mae'n dilyn cwricwlwm blynyddoedd cynnar cenedlaethol er mwyn sicrhau bod pob plentyn yn cael y cychwyn gorau posib ymhob agwedd o'i addysg cyn ysgol.

Mae'r plant yn dysgu a chwarae trwy gyfrwng y Gymraeg ac yn cael ei trochi yn yr iaith o'r cychwyn cyntaf.

Mae'r staff yn hyrwyddo datblygiad yr iaith Gymraeg trwy ganu, cyd-chwarae a siarad. Mae gweithgareddau chwarae ac ymarferol yn cael ei drefnu i'r plant gan yr arweinydd sy'n cefnogi datblygiad corfforol, creadigol, llythrennedd cynnar, rhifedd cynnar, lles a iechyd a gwybodaeth a dealltwriaeth o'r byd.

Mae ardal Greadigol y dosbarth yn galluogi plant i beintio, lliwio, torri a gludo a modeli gyda toes. Mae ardal adeiladu ac ymchwilio yn yr ystafell er mwyn i blant cyfuno deunyddiau, datblygu sgiliau llawdriniol manwl ac archwilio bywyd pob dydd gyda cheir bach, anifeiliad bach a gweithgareddau aml-synhwyrdd.

Mae ardal dawel/ddarllen yn y dosbarth lle mae'r plant yn medru ymlacio a phori trwy lyfrau cynnar gyda ffrind ac oedolyn.

Mae yna ardal rhifedd/llythrennedd yr ystafell ddosbarth hefyd i blant cael dechrau datblygu sgiliau rhif cynnar drwy cyfrif a didoli adnoddau bychain a gwneud marciau cynnar gydag amrywiaeth o ddeunyddiau megis creonau a phensiliau.

Mae'r ardal cegin yn cynnwys bwrdd bach ar gyfer amser snac/bwrdd iachus lle mae'r plant yn medru datblygu sgiliau annibynnwydd wrth fwyta dan ofal oedolyn cyfrifol.

Mae'r ardal diogel allanol yn cynnwys beiciau/ceir mawr, cegin fwdlyd, twba dwr/tywod i archwilio ac offer mawr diogel iddynt ddatblygu sgiliau llawdriniol bras.

Mae gweithgareddau garddio yn cael ei gynllunio a pharatoi ar gyfer y plant er mwyn iddynt cymryd rol wrth ofalu am ei hamgylchedd.

Gweler isod engraifft o amserlen/digwyddiadau ar gyfer sesiwn arferol yn ein Cylch Meithrin:

Sesiwn Cylch bore 9-11.20yb					
9:00yb	9:15yb	9:45yb	10:00yb	10:15yb	11:00yb
Hunan gofrestru	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae	Amser ffrwyth/sn ac	Amser symud a siglo - gweithgareddau corfforol	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae	Amser carped ar gyfer stori a chàn
Gosod bag a chot ar ei bachyn personol	Tasgau ffocws creadigol/llythrennedd/rhifedd tu mewn a thu allan gyda chynorthwydd / arweinydd			Tasgau ffocws creadigol/llythrennedd/rhifedd tu mewn a thu allan gyda chynorthwydd / arweinydd	Paratoi i fynd adref
Cyfnod croesaw i gyda chàn a chofrestri ffurfiol					

Sesiwn gofal cofleidiol 9-1yp a Gofal Dydd						
9:00yb	9:15yb	9:45yb	10:00yb	10:15yb	11:45-12:45yp	12:45yp
Hunan gofrestru Gosod bag a chot ar ei bachyn personol Cyfnod croesawi gyda chân a chofrestr i ffurfiol	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae Tasgau ffocws creadigol/llythrennedd/rhifed tu mewn a thu allan gyda chynorthwydd / arweinydd	Amser ffrwyth/snac	Amser symud a siglo - gweithgareddau corfforol	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae Tasgau ffocws creadigol/llythrennedd/rhifed tu mewn a thu allan gyda chynorthwydd / arweinydd	Amser cinio	Amser carped/stori Paratoi fynd i'r ysgol

Sesiwn gofal cofleidiol 11:30-3:30yp a Gofal Dydd						
11:30yb	11:45-12:45yp	12:45yp	1:00yb	2:00yp	2:15yp	3:15yp
Ymuno a gweithgareddau - gwahoddiadau i chwarae	Amser Cinio	Amser stori a chroesawu gyda chanu - cofrestru ffurfiol	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae Tasgau ffocws creadigol/llythrennedd/rhifed tu mewn a thu allan gyda chynorthwydd / arweinydd	Amser ffrwyth/snac	Dewis rhydd o'r gweithgareddau a pharatowyd - Gwahoddiad i chwarae Tasgau ffocws creadigol/llythrennedd/rhifed tu mewn a thu allan gyda chynorthwydd / arweinydd Amser symud a siglo - gweithgareddau corfforol	Amser carped/stori Paratoi fynd adref

STAFF

Darperir y gwasanaeth gan staff cymwys ac ymroddgar a chynigir rhaglen o hyfforddiant mewn swydd i sicrhau bod ganddynt yr wybodaeth a'r sgiliau sydd yn angenrheidiol i ddarparu gofal ac addysg o'r safon uchaf posibl.

POLISI DERBYN PLANT

Mae croeso i bob plentyn mynychu'r Cylch Meithrin gwaeth beth fo'i anghenion, liw, hil, iaith, crefydd, dosbarth cymdeithasol neu sefyllfa deuluol. Bydd Cylch Meithrin Meini Bach (Bon-y-Maen) yn cydymffurfio ag amodau cofrestru AGC parthed y nifer o blant a ganiateir.

POLISI CYFLEODD CYFARTAL

Bydd Cylch Meithrin Meini Bach (Bon-y-Maen) yn sicrhau bod pob agwedd o'i weithgareddau yn hyrwyddo cyfle cyfartal i bob unigolyn, beth bynnag fo'i genedl,

lliw, hil, rhyw, anabledd, crefydd, oed ,diwylliant neu ddsbarth cymdeithasol. Bydd hyn yn cynnwys mynediad i weithgareddau, triniaeth gyfartal a pharch tuag at bob unigolyn.

AMREDIAD ANGHENION

Y nod yw darparu cefnogaeth briodol i blant gydag anghenion ychwanegol ble bynnag y gallwn, fel yr angen. Mae'r gwasanaeth yn cael eu darparu yn ôl y gofynion a'r amodau a amlinellir yng Nghytundeb Gofal Plant.

DIOGELU PLANT

Nod y Cylch Meithrin yw sicrhau lles, diogelwch a ffyniant pob plentyn dan ei ofal. Mae Cylch Meithrin Meini Bach (Bon-y-Maen) yn credu bod gan bob plentyn yr hawl i ddisgwyl bod yr oedolion sy'n gofalu amdano yn ei amddiffyn rhag pob niwed. Mae hapusrwydd, diogelwch a ffyniant bob plentyn yn bwysig i Gylch Meithrin Meini Bach (Bon-y-Maen).

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POLISI GADAEI A CHASGLU PLANT

Mae Cylch Meithrin Meini Bach (Bon-y-Maen) yn sicrhau bod trefniadau addas ar gael i adael a chasglu pob plentyn yn ddiogel. Cofnodir manylion pob unigolyn sy'n debygol o gasglu'r plentyn a gofynnir i rieni/gwarchodwyr ddarparu llun o bob person fydd yn debygol o gasglu'r plentyn. Mae'n ofynnol i rieni/gwarchodwyr hysbysu Cylch Meithrin Meini Bach (Bon-y-Maen), yn ysgrifenedig os yn bosib o unrhyw newid i'r trefniadau casglu. Wrth ymateb i pandemig Covid-19, un rhiant yn unig sydd yn gallu dod i gasglu ei plant wrth ymbellhau yn gymdeithasol gan ddilyn y system rhesi tu allan i gatiâu'r ysgol.

GWEITHDREFN I'W DILYN MEWN ACHOS O GAU MEWN ARGYFWNG

Mewn sefyllfaoedd arbennig neu mewn achos argyfwng, efallai y bydd angen cau Cylch Meithrin Meini Bach (Bon-y-Maen) ar fyr rybudd. Os fydd angen cau ar fyr rybudd, bydd staff yn cysylltu gyda rhieni/gwarchodwyr dros y ffôn gan ddefnyddio rhifau cyswllt mewn argyfwng a ddarperir gan rieni/ gwarchodwyr ar y Ffurflen Cofrestru Plentyn (P1-12) gan roi cymaint o rybudd ac sy'n bosib.

Os fydd angen cau mewn argyfwng yn ystod amser sesiwn y ddarpariaeth, bydd y staff yn cysylltu â'r rhieni / gwarchodwyr drwy ddefnyddio'r rhifau ffôn cysylltiadau brys. Bydd y staff yn aros gyda'r plant nes eu bod yn cael eu casglu. Cysylltir gyda'r rhieni/gwarchodwyr i gadarnhau dyddiad ail agor y ddarpariaeth.

CANMOL A CHWYNO

Nod y Cylch Meithrin yw darparu gwasanaeth o safon ymhob agwedd o'i gwaith. Croesewir barn a sylwadau rhieni/gwarchodwyr am y gwasanaeth, fel y gellir ei wella os oes angen. Ceisir datrys unrhyw broblemau neu gwynion mewn modd adeiladol cyn gynted â phosibl. Dylid cyfeirio unrhyw gwyn neu sylw at Arweinydd Cylch Meithrin Meini Bach (Bon-y-Maen) yn y lle cyntaf. Os na cheir datrysiad boddhaol, gellir cysylltu â'r Unigolyn Cyfrifol. Mae manylion cyswllt wedi'u nodi isod ac ar hysbysfwrdd y rhieni/Gwarchodwyr.

POLISI AU/ADRODDIADAU

Cedwir copi llawn o'r holl bolisiau/adroddiadau amrywiol ar hysbysfwrdd rhieni/gwarchodwyr o fewn y Cylch Meithrin ac ar hysbysfwrdd staff.

COFRESTRU

Bydd angen i bob rhiant/gwarchodwr y plant sy'n mynychu'r Cylch Meithrin llenwi pob ffurflen cofrestru yn nodi manylion llawn bob plentyn cyn dechrau.

TERMAU AC AMODAU

Fel y nodir yng nghytundeb y Rhieni /Gwarchodwyr.

Cylch Meithrin Meini Bach (Bon-y-Maen)

STATEMENT OF PURPOSE

AIMS AND OBJECTIVES

Cylch Meithrin Meini Bach (Bon-y-Maen) aims to provide quality Welsh-medium care and education for children from 2 years old up to statutory school age.

AGE: Cylch Meithrin Meini Bach (Bon-y-Maen) accepts children from 2 yrs to statutory school age.

GENDER: Boy/Girl

LANGUAGE: The provision operates through the medium of Welsh.

NUMBER OF CHILDREN

Cylch Meithrin Meini Bach (Bon-y-Maen) has registered with Care Inspectorate Wales (CIW) for 16 children at any one time (12 age 2/3 and 7 age 3/4) .

FACILITIES

The facilities offered to the children and families include:

- Large room designed to create a stimulating environment
- Two toilets for girls and boys, one of which is for disabled / staff use
- Rest area to accommodate the physical needs of each individual child
- An outside play area (concrete)
- A kitchen for preparation of snacks/cookery
- Prep area in the room with 2 sinks for snack preparation

SERVICE

Cylch Meithrin Meini Bach (Bon-y-Maen) offers quality, flexible and affordable childcare to parents/guardians who require the service. The service is open as below for 39 weeks of the year during school term time -

Dydd Llun i Dydd Gwener <i>Monday to Friday</i>	Sesiwn Cylch / <i>Cylch session</i> 9am- 11.20am	Gofal Cofleidiol/ <i>Wrap around</i> 9-1pm	Gofal Cofleidiol/ <i>Wrap around</i> 11:30-3:30pm	Gofal Dydd / <i>Day Care</i> 9-3:30pm
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ACTIVITIES

The happiness of every child is a priority at Cylch Meithrin Meini Bach. The best possible care is offered in a safe and stimulating environment where children can benefit from a wide range of play activities and experiences which enable them to learn and develop to their full potential. Cylch Meithrin Meini Bach (Bon-y-

Maen) follows the National Early Years Curriculum, which ensures that each child receives the best possible start in all aspects of his/her education.

The children learn and play through the medium of Welsh and are immersed in the language from the outset.

Staff promote the development of the Welsh language through singing, playing and speaking.

Play and practical activities are organized for the children by the leader who supports physical, creative development, early literacy, early numeracy, wellbeing and health and knowledge and understanding of the world.

The Creative area of the classroom enables children to paint, color, cut and glue and model with dough. The room has a construction and research area for children to combine materials, develop fine manipulative skills and explore daily life with small cars, small animals and multi-sensory activities.

There is a quiet reading / reading area in the classroom where the children can relax and browse through early books with a friend and an adult.

There is also a classroom numeracy / literacy area for children to begin to develop early number skills by counting and sorting small resources and making early marks with a variety of materials such as crayons and pencils.

The kitchen area includes a small snack / healthy snack table where the children can develop independence skills while eating under the care of a responsible adult.

The outdoor boasts a safe area includes large bikes / cars, a muddy kitchen, a water / sand tub to explore and larger equipment for them to develop gross manipulative skills. Gardening activities are planned and prepared for the children so that they can take a role in caring for its environment.

Below is an example of a timetable / events for a typical session at our Cylch Meithrin:

Morning Cylch session 9-11.20am					
9:00am	9:15am	9:45am	10:00am	10:15am	11:00am
Self-registration Place bag and coat on their personal hook Welcome session with formal register and song time	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with an assistant / leader	Snack/fruit time	Movement session - physical development activities	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with an assistant / leader	Carpet session, story time and song Prepare for home time

Morning wrap around session 9-1pm and day care						
9:00am	9:15am	9:45am	10:00am	10:15am	11:45-12:45pm	12:45pm
Self-registration Place bag and coat on their personal hook Welcome	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with an assistant / leader	Snack/fruit time	Movement session - physical development activities	Free choice of activities prepared - Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with an assistant / leader	Lunch time	Carpet session, story time and song Prepare for home time/school transfer

session with formal register and song time						
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Afternoon wrap around session 11:30-3:30pm and Day care						
11:30am	11:45-12:45pm	12:45pm	1:00pm	2:00pm	2:15pm	3:15pm
Join in with activities – Invitation to play	Lunch time	Welcome session with formal register and song time	Free choice of activities prepared – Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with an assistant / leader	Snack/fruit time	Free choice of activities prepared – Invitation to play. Focus tasks: Creative/literacy/numeracy inside and outside with an assistant / leader Movement session – physical development activities	Carpet session, story time and song Prepare for home time

STAFF

The service is provided by qualified and dedicated staff. A programme of in-service training is offered to ensure staff have the essential knowledge and skills to provide care and education of the highest standard.

ADMISSIONS POLICY

Every child who is within the appropriate age range is welcome to attend Cylch Meithrin Meini Bach (Bon-y-Maen), regardless of his/her needs, colour, race, language, religion, social class or family situation. The Cylch Meithrin will conform to the conditions of CIW regarding the age of the children and the numbers allowed.

EQUAL OPPORTUNITIES

Cylch Meithrin Meini Bach (Bon-y-Maen) seeks to ensure that all aspects of its activities promote equal opportunities for every individual regardless of nationality, colour, race, gender, disability, religion, age, culture or social class. This will include access to activities, equal treatment and respect towards each individual

NEEDS OF THE CHILD/CHILDREN

The aim is to provide appropriate support to each child who has additional learning needs wherever possible, and as required. The service is delivered within the terms and conditions noted in the Childcare contract.

SAFEGUARDING CHILDREN

Cylch Meithrin Meini Bach (Bon-y-Maen) aims to ensure the welfare, safety and happiness of all children in its care. The Cylch Meithrin believes that each child has the right to expect all adults caring for him/her will protect him/her from any harm. The happiness, safety and well-being of every child is important to Cylch Meithrin Meini Bach (Bon-y-Maen).

LEAVING AND COLLECTING CHILDREN

Cylch Meithrin Meini Bach (Bon-y-Maen) ensures that appropriate measures are put in place to leave and collect children safely. A note is made of each individual that is likely to collect the child and the parents are asked to provide a picture of the persons who are likely to collect the child. It is essential that parents/guardians inform Cylch Meithrin Meini Bach (Bon-y-Maen) in writing if possible, of any changes in the collecting arrangements. In response to the Covid-19 pandemic, only one parent can come to collect their children at social distance following the rows system outside the school gates.

GUIDELINES TO FOLLOW IN A SITUATION OF CLOSING IN AN EMERGENCY

In special circumstances or in an emergency, Cylch Meithrin Meini Bach (Bon-y-Maen) may need to close at short notice. If it is necessary to close at short notice, the staff will contact the parents/guardians by phone, using the contact emergency numbers noted by parents/guardians on the Registration Form (P1-12) giving as much notice as possible. If it is necessary to close in an emergency during opening hours of the Cylch Meithrin, the staff will contact parents/guardians by using the same emergency numbers. The staff will stay with the children until they are collected. The parents/guardians will be contacted to confirm the date of re-opening of the Cylch Meithrin.

COMPLIMENTS AND COMPLAINTS

Cylch Meithrin Meini Bach (Bon-y-Maen) aims to provide a service of the highest quality in all aspects of its work. Views and comments from parents/guardians about the provision are welcomed, so that the service may be improved if necessary. Any complaints will be dealt with in a constructive way as soon as possible. Any complaints/comments should be made to the Leader in the first instance. If a complaint is not resolved satisfactorily, contact should be made with the Responsible Individual.

POLICIES/REPORTS

A full copy of the various policies/reports are kept in the Cylch Meithrin.

REGISTRATION

Every parent/guardian whose child is to attend the Cylch Meithrin, must complete all registration forms noting full details of the child before starting.

TERMS AND CONDITIONS

As indicated in the parents/guardians contract.

Cylch Meithrin

Meini Bach (Bon-y-Maen)

CRYNODEB O RAI O BOLISIAU ALLWEDDOL

(Mae copi llawn o'r polisiau i'w gweld yn y Cylch Meithrin)

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DERBYN PLANT

Mae croeso i bob plentyn fynychu Cylch Meithrin Meini Bach (Bon-y-Maen) waeth beth fo'i anghenion, liw, hil, iaith, crefydd, dosbarth cymdeithasol neu sefyllfa deuluol. Bydd Cylch Meithrin Meini Bach (Bon-y-Maen) yn cydymffurfio ag amodau cofrestru AGC parthed y nifer o blant a ganiateir.

HYRWYDDO YMDYGIAD CADARNHAOL

Nod Cylch Meithrin Meini Bach (Bon-y-Maen) yw darparu amgylchedd sy'n seiliedig ar ganllawiau clir, teg a chyson, ac sy'n hyrwyddo dealltwriaeth plentyn o ymddygiad derbynol. Mae Cylch Meithrin Meini Bach (Bon-y-Maen) yn credu bod cosbi plant yn gorfforol yn gwbl annerbynol, ac mae'r dull hwnnw o gosbi plant yn cael ei wahardd.

Bydd Cylch Meithrin Meini Bach (Bon-y-Maen) yn sicrhau bod pob dull a ddefnyddir o reoli ymddygiad yn addas ar gyfer oedran a lefel datblygiad y plentyn unigol. Bydd staff y Cylch Meithrin yn sicrhau bod cysondeb yn y dulliau a ddefnyddir o ddydd i ddydd, ac o berson i berson. Ymhob achos lle mae ymddygiad plentyn yn achosi gofid, bydd staff y Cylch Meithrin yn trafod y sefyllfa yn bositif gyda rhieni/gwarchodwyr yn ddiymdroi, ac yn datblygu cynllun gweithredu ar y cyd i'w ddefnyddio yn y Cylch Meithrin ac yn y cartref.

CYFLEOEDD CYFARTAL

Bydd Cylch Meithrin Meini Bach (Bon-y-Maen) yn sicrhau bod pob agwedd o'i weithgareddau yn hyrwyddo cyfle cyfartal i bob unigolyn, beth bynnag fo'i genedl, lliw, hil, rhyw, anabledd, crefydd, oed, diwylliant neu ddsbarth cymdeithasol. Bydd hyn yn cynnwys mynediad i weithgareddau, triniaeth gyfartal a pharch tuag at bob unigolyn.

CYNHWYSIANT

Mae Cylch Meithrin Meini Bach (Bon-y-Maen) yn ymrwmo i roi cefnogaeth briodol i bob plentyn sydd ag anghenion addysgol arbennig. Bydd Cylch Meithrin Meini Bach (Bon-y-Maen) yn gweithio mewn partneriaeth a'r Cynllun Cyfeirio Lleol, ac asiantaethau perthnasol eraill i sicrhau cymorth a chefnogaeth i'r plentyn a'i deulu.

POLISI AMDDIFFYN PLANT

Bydd Cylch Meithrin Meini Bach (Bon-y-Maen) yn amddiffyn pob plentyn dan ei ofal. Mae Cylch Meithrin Meini Bach (Bon-y-Maen) yn credu bod gan bob plentyn yr hawl i ddisgwyl bod yr oedolion sy'n gofalu amdano/amdani yn ei amddiffyn rhag pob niwed. Mae hapusrwydd, diogelwch a ffyniant pob plentyn yn bwysig i Gylch Meithrin Meini Bach (Bon-y-Maen).

GADAEL A CHASGLU PLANT

Mae Cylch Meithrin Meini Bach (Bon-y-Maen) yn sicrhau bod trefniadau addas ar gael i adael a chasglu pob plentyn yn ddiogel. Cofnodir manylion pob unigolyn sy'n debygol o gasglu'r plentyn a gofynnir i rieni i gyflwyno'r unigolyn hwn i'r staff uwch. Mae'n ofynnol i

rieni/gofalwyr hysbysu Cylch Meithrin Meini Bach (Bon-y-Maen) yn ysgrifenedig os yn bosib, o unrhyw newid yn y trefniadau casglu.

CANMOL A CHWYNO

Nod y Cylch Meithrin yw darparu gwasanaeth o'r safon uchaf ymhob agwedd o'i gwaith. Croesewir barn a sylwadau rhieni/gwarchodwyr am y gwasanaeth, fel y gellir ei wella os oes angen. Ceisir datrys unrhyw broblemau neu gwynion mewn modd adeiladol cyn gynted â phosib. Dylid cyfeirio unrhyw gwyn neu sylw at Arweinydd y Cylch Meithrin yn y lle cyntaf. Os na cheir datrysiad boddhaol, gellir cysylltu â'r Unigolyn Cyfrifol.

Arolygiaeth Gofal Cymru (AGC)

Mae AGG yn arolygu'r ddarpariaeth, ac mae copïau o'r adroddiad i'w gweld yng Nghylch Meithrin Meini Bach (Bon-y-Maen), pe byddech yn dymuno, neu ar wefan AGC, www.arolygiaethgofal.cymru

Cylch Meithrin Meini Bach (Bon-y-Maen)

SUMMARY OF KEY POLICIES

(A full copy of the policies is available in the nursery)

ADMISSIONS

Cylch Meithrin Meini Bach (Bon-y-Maen) welcomes every child, whatever his/her needs, colour, race, religion, social class or family situation. Cylch Meithrin Meini Bach (Bon-y-Maen) conforms to the registration conditions as laid down by CIW regarding the number of children allowed in the setting.

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PROMOTING POSITIVE BEHAVIOUR

Cylch Meithrin Meini Bach (Bon-y-Maen) aims to provide an environment based on clear, fair and consistent guidelines which promote a child's understanding of acceptable behaviour. Cylch Meithrin Meini Bach (Bon-y-Maen) believes that physical punishment of children is unacceptable, and does not allow the use of this method of discipline.

Cylch Meithrin Meini Bach (Bon-y-Maen) will ensure that every method of behaviour management that is used is appropriate for the age and level of development of the individual child. The nursery staff will ensure that there is a consistency in the methods that are used from day to day and from person to person.

In every case where a child's behaviour causes anxiety, the nursery staff will discuss the situation with the parents/carers without delay and develop a combined plan of action to be used in the setting and in the home.

EQUAL OPPORTUNITIES

Cylch Meithrin Meini Bach (Bon-y-Maen) aims to ensure that all aspects of its activities promote equal opportunities for every individual child regardless of nationality, colour, race, gender, disability, religion, age, culture or social class. This will include access to activities, equal treatment and respect towards each individual.

INCLUSION

Cylch Meithrin Meini Bach (Bon-y-Maen) is committed to providing appropriate support to each child who has special educational needs. Cylch Meithrin Meini Bach (Bon-y-Maen) will work in partnership with the local Referral Scheme and other relevant agencies to ensure help and support for the child and his/her family.

CHILD PROTECTION

Cylch Meithrin Meini Bach (Bon-y-Maen) protect all children in its care. Cylch Meithrin Meini Bach (Bon-y-Maen) believes that each child has the right to expect that adults caring for him/her will protect him/her from any harm. The happiness, safety and well being of every child is important to Cylch Meithrin Glan y Fferi.

LEAVING AND COLLECTING CHILDREN

Cylch Meithrin Meini Bach (Bon-y-Maen) ensures that appropriate measures are put in place to leave and collect children safely. A note is made of each individual that is likely to collect the child and we ask the parents to introduce these individuals to the senior staff. It is essential that parents/carers inform the Cylch Meithrin in writing if possible, of any changes in the collecting arrangements.

COMMENTS AND COMPLAINTS

Cylch Meithrin Meini Bach (Bon-y-Maen) aims to provide a service of the highest quality in all aspects of its work. Views and comments from parents/carers about the provision are welcomed, so that the service may be improved if necessary. Any complaints will be dealt with in a constructive way as soon as possible. Any complaints/comments should be made to the nursery manager in the first instance. If a complaint is not resolved satisfactorily, contact should be made with the Responsible Individual.

CARE INSPECTORATE WALES (CIW)

The provision is inspected by the Care Inspectorate Wales (CIW) and a copy of the report is available to read at Cylch Meithrin Meini Bach (Bon-y-Maen) if you so wish, or to view on the CIW website www.careinspectorate.wales



Cylch Meithrin Meini Bach (Bon-y-Maen)

POLISI SALWCH/SICKNESS POLICY

Er lles pawb, ni dderbynnir eich plentyn i Gylch Meithrin Meini Bach (Bon-y-Maen) os yw ef/hi yn dioddef o unrhyw salwch heintus. Rhaid cymryd sylw o'r cyfnodau o absenoldeb a argymhellir isod mewn achosion o salwch.

In everyone's interest, Cylch Meithrin Meini Bach (Bon-y-Maen) will not accept any child whilst he/she is suffering from any infectious disease. Parents must observe the recommended periods of absence if there is affected by illness - as outlined below:

Amser i ffwrdd o'r Cylch Meithrin gyda salwch *Period of time away from the Cylch Meithrin with illness*

Salwch Illness	24 Awr/hour	48 Awr/hour	72 Awr/hour	Dim symptomau No symptoms	Hollol iach Completely free	Penderfyni ad y rheolwr Manager's discretion
Llid y coluddion Gastro-enteritis					X	
Cyfog Sickness		X				
Dolur rhydd Diarrhoea		X				
Anhwylder Llygaid Eye Disorders Llid yr amrannau Conjunctivitis		X				
Brech Goch Measles					X	
Clwy'r pennau Mumps					X	
Y Frech Almaenig Rubella					X	
Y Dwymyn Goch Scarlet Fever					X	
Pâs Whooping cough					X	
Tarwden Ringworm					X	

Tymheredd Uchel High Temperature						X
Y Llindag Thrush				X		
Llau Pen Head Lice				X		
Annwyd Common Cold						X
Impetigo Impetigo					X	
Llid yr Ymennydd Meningitis					X	
Y Crafu Scabies					X	
Tonsilitis Tonsillitis				X		
Haint yn y glust Ear Infection				X		
Haint ar y frest Chest Infection				X		
Clwy wedi ei bwytho Stiched Wound						X
Brech yr leir Chicken Pox					X	



Cylch Meithrin Meini Bach (Bon-y-Maen)

MANYLION CYSWLLT / CONTACT INFORMATION

Cyfeiriad / Address: **Cylch Meithrin Meini Bach (Bon-y-Maen)**
(Safle CS Mansel Road/Foundation Phase sight on Mansel Road)
 Ysgol Gymraeg Y Cwm,
 Jersey Road,
 Bon-y-Maen,
 Abertawe
 SA1 7DL

Arweinydd / Leader: **Miss Mari Lanchbury**
Dirprwy / Deputy: **Miss Catrin Watkins**
Cynorthwyr / Support Assistants : **Miss Kimberley Collier**
Miss Ffion Owen

Ffôn / Telephone: 07736 460954
Ebost / Email: CMmeinibach@gmail.com

Unigolyn Cyfrifol / Responsible Individual: **Mrs Sarah Bowkett**

Ffôn / Telephone:
Ebost / Email: **BowkettS4@hwbcymru.net**

AGC:

CIW : **Welsh Government Office**
Sarn Mynach
Llandudno Junction
LL31 9RZ

Ffôn / Telephone: 0300 7900 126
Ebost / Email: cssiw.southwest@wales.gsi.gov.uk

Enw - Mudiad Meithrin,
 Y Ganolfan Integredig,
 Boulevard de Saint Brieuc,
 Aberystwyth,
 Ceredigion
 SY23 1PD

Ffôn - 01970 639639

Accounts record: Ti a Fi a Cylch Meithrin Meini Bach 8/11/2019 - 31/03/2020

Incoming			Outgoing		
Mudiad Grant	27/9/19	£1000	Leader Wages	27/9/19	£390.00
Cash deposit (fees)	27/9/19	£217.28	Assistant Wages	27/9/19	£297.50
Mudiad Grant	3/10/19	£4000	Leader Wages	25/10/19	£320.58
Cash deposit (fees)	28/10/19	£315	Assistant Wages	25/10/19	£247.74
Cash deposit (fees)	31/1/20	£560	Resources (cheque)	1/11/19	£50
Cash deposit (fees)	14/2/20	£315	Plumber - sink install	1/11/19	£1050
Cash deposit (fees)	14/2/20	£120	Leader Wages	27/11/19	£320.58
Mudiad Grant	20/3/20	£5000	Assistant Wages	27/11/19	£247.74
			Leader Wages	20/12/19	£320.58
Total Incoming:		£11,527.28	Assistant Wages	20/12/19	£247.74
			Leader Wages	24/1/20	£320.58
			Assistant Wages	24/1/20	£247.74
			Leader Wages	25/2/20	£197.42
			Assistant Wages	25/2/20	£247.74
			New Leader Medical	25/3/20	£87.50
			Leader Wages	25/3/20	£454.47
			Assistant Wages	25/3/20	£299.20
			Total Outgoing:		£5347.11

ADRODDIAD ARIANNOL AM Y FLWYDDYN YN DIWEDDU 31.03.2021
FINANCIAL STATEMENT FOR THE YEAR ENDING 31.03.2021

MEINI BACH

CYLCH MEITHRIN

	2021
	£
DERBYNIADAU / RECEIPTS	<u>£</u>
Grant MM / MM Grant	5,389.35
Grantiau eraill / Other Grants	4,579.74
Incwm Hyforddi / Training Income	-
Ffioedd Plant a Ti a Fi / Children's Fees	6,471.86
Codi Arian / Fundraising	700.00
Rhoddion / Donations	5.00
Tripiau / Trips	-
<u>Cyfanswm Derbyniadau / Total Receipts</u>	<u>£ 17,145.95</u>

TALIADAU / PAYMENTS

Cyflogau, Treth & Pensiwm / Salaries, PAYE & Pensions	12,056.07
Rhent & Gwres / Rent & Heating	-
Ffioedd Crofrestu / MM Registrations	-
Offer, Nwyddau ag Adnoddau / Equipment, Materials & Resources	1,940.13
Costiau Bwyd & Diod / Food & Drink Costs	17.00
Codi Arian / Fundraising	-
Cyrsiau / Courses	147.60
Tripiau / Trips	-
Arall / Other	927.00
<u>Cyfanswm Taliadau / Total Payments</u>	<u>£ 15,087.80</u>

Gweddill (Diffyg) am y Flwyddyn
 Surplus (Deficit) for the year

	£ 2,058.15
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Cyfrifon Banc / Bank Balance ar 31.03.2021	8,234.15
Cyfrifon Banc / Bank Balance ar 31.03.2021	5.00
Arian mewn llaw / Cash at 31.03.2021	3.20
CYFANSWN / TOTAL	£ 8,242.35

Cyfrifon Banc / Bank Balance ar 31.03.2020	6,180.17
Arian mewn llaw / Cash at 31.03.2020	4.03
CYFANSWN / TOTAL	£ 6,184.20

TYSTYSGRIF ARCHWILWYR / AUDITORS' CERTIFICATE

Archwilwyd y derbyniadau a thaliadau gennyf ynghyd a'r adroddiad uchod a tystiaf eu bod yn unol a'r llyfrau a'r talebion perthnasol.

I have examined the receipts and payments together with the above statement and testify that they are in accordance with the with the relevant books and vouchers.

Mrs N A Evans

16/10/2021

Llofnod/Signature:

Dyddiad/Date.....