

REGISTERED CHARITY NUMBER: 1190833

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st AUGUST 2023
FOR
PENGUIN DAYCARE**

**Guy Walmsley Limited
Chartered Accountants & Registered Auditors
3 Grove Road
Wrexham
LL11 1DY**

**PENGUIN DAYCARE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st AUGUST 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number

1190833

Registered Housing Association

A024

Principal Address

Westwood Centre
Tabernacle Street
Buckley
Flintshire
CH7 2JT

Trustees

Ashley Fraser

Cheryl Quirk

Wayne Samuels

Hannah Salisbury-Todd

Amanda Williams

Treasurer (appointed 1st September 2022)

(appointed 28th April 2022)

(appointed 24th May 2023)

(appointed 24th May 2023)

Independent Examiner

Guy Walmsley Limited
Chartered Accountants
3 Grove Road
Wrexham
LL11 1DY

Penguin Daycare Annual Report 2022-2023

- Summary of current management arrangements
- Penguin Daycare is a CIO (Charity Incorporated Organisation) with a Committee of five individuals acting as trustees for the Charity - Amanda Williams, Cheryl Quirk, Ashley Fraser, Hannah Salisbury and Wayne Samuels.
- There are 5 members of staff, who manage the day to day provision with one of those currently working 1 to 1 as support for a Flying Start funded child. Julie Walker is Childcare manager and Delyth Parry is Deputy manager.
- Performance

Please see the latest summary of the accounts for the financial performance of the Charity.

During the last year 88 children were registered with the Charity.
Of those, 57 were actively using the setting by Summer Term 2023:
14 CCO funded
9 Flying Start Funded
12 daycare sessions
20 After School club (no children attend 5 days a week)

September 2022 saw the acceptance of us as a Flying Start provider, as the Buckley postcode area became a Flying Start area again. From October we began welcoming children each morning 9-11.30.

Demand for the service, now that the new setting is built, open and running (April 2022) and the beginning of Flying Start funded places (Sep 22) has increased. This is due largely to the morning Flying Start funded places and the increasing amount of children using the Childcare Offer places in the afternoons.

Feedback is continuously sought and satisfaction from parents remains immensely positive through parent questionnaires returned and feedback received on both Seesaw and the Facebook page.

All staff are up to date with First Aid qualifications, Safeguarding training and DBS checks.

PAT testing on our electrical appliances was carried out in November 2022.

2 members of staff have successfully completed their level 2 CCLD qualification. Our manager is due to complete her level 4 qualification this summer.

We manned a stall at Westwood School as part of a family engagement event in October, and at the school parents evening in November, and attended open afternoon events in the Nursery class.

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In February we ran a series of workshops for parents and children as part of the Platiau Plant grant for Healthy Eating.

We had visits from Jane Bartley our Healthy Pre-School officer, Designed to Smile team, Angela Cottam our Flying Start advisory teacher, Elaine from Early Years Wales, Tutors from Coleg Cambria, Jackie Dines Additional needs support, Staff from Rhos Helyg Pre School, Kinnerton Little Acorn staff, Coryn from Bryn Coch, Physiotherapy and Speech and Language teams, and Jackie Lawson from CIW to approve our increased maximum number.

Numerous training opportunities have been taken up this year, including:

- Emergency Paediatric First Aid -Delyth (February)
- Schoolcomms system ongoing training
- Tiny Tums snack training
- Gro-Brain online training (all staff)
- EYW network meeting - New Curriculum
- Tax-Free Childcare Webinar refresher
- PACEY online training with Alice Sharp
- Moving and Positioning course - Hayley (Funded by Flying Start)
- Early Years and Children's Rights
- EYW resources for playing training (March 23)
- CIW virtual event update
- New Curriculum online Training (March- 3 staff)
- PITM Network meeting
- Co-operative Community fund information and support meetings
- CCO Provider claims training (for new Digital system Dec 2022)
- MAKATON training as part of Flying Start training.
- HWB units as CPD for new curriculum (Enabling Pathways)
- Safeguarding level 3 training (now rearranged as 2 days in September)
- TTS research group online (April 23)
- Leadership and Management Spring School (May 23)
- ALN/Speech and Language seminar (Julie and Jen June 23 Coleg Cambria)

The Charity was also able to replace broken and damaged storage, and purchase furniture and additional storage items after being successful in receiving a capital grant from the Welsh Government in March 2023 to further equip the new build setting, particularly the Outdoor area. This was used to purchase accessible storage, role play panels, a new fridge with ice compartment, new rugs, a hard floor cleaner, a sandpit and water station, a shed for bikes and scooters, a wellie storage unit, a sand and water toy storage, an outdoor resources cupboard, as well as funding the bin storage container that was required by health and safety legislation.

A second grant was made available in June 23, and we have applied to have a canopy to provide more shade outside, and a little "acorn" as a cosy space indoors. Confirmed 5/7/23

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A £300 grant from Early Years Wales has been used to part fund new signage at the front of the School and down the walkway.

A CIW inspection is due but has not taken place yet.

We had our first ITERS inspection in February, as part of the Flying Start quality assurance. Our score of 5.7 was encouraging, and we have actions to consider for next year.(Report available)

Supervisions and annual appraisal have taken place, parental questionnaires have been sent out and have been collated, SASS was completed in Feb 2023, and the Quality of Care Review is due to be completed by the end of the summer term.

Highlights for 2022/23

Schoolcomms continues to be an effective way to manage bookings and payments, with 92.6% of parents registered to book and pay for sessions in advance.

There have been 88 registrations to date (mid June 2023).

Seesaw continues to provide an effective tool to share messages, provide feedback, and share evidence of the activities and play opportunities offered. Parent feedback has been that they enjoy and appreciate the chance to see and hear what their children have been doing while they are with us.

Weekly update posts on the Facebook page continue, alongside messages and information for parents, and often shared more widely to Flintshire Playgroups, and Buckley Residents.

We have now been in our new build setting for a year, and despite teething problems with the new build, the space is a lovely, bright and airy space.

We received a grant of £1970 from FLVC for the Platiau Plant scheme, encouraging healthy eating, purchased resources and ran workshops for parents and children in Feb 2023.

Our maximum number has been increased to 25 at any session,(June 23) which, with increased numbers of children accessing EE and CCO is often close to 19/20 most afternoons. Since January 2023 one of our staff has been funded for 20 hours a week as a 1 to 1 support. This is due to finish in July.

As the Westwood School website has been changed, we have been able to set up our own website with information and policies - Penguindaycare.co.uk. When access is granted we will signpost our website on the school Penguin page.

The partnership with school continues to work well, with communication between the school office for day-to-day messages and ongoing teething problems associated with the new building.

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We have been able to release a member of staff for part of each Early Years Stay and play session with the aim of increasing numbers from an earlier age/ Marketing of new build and provision offered. A number of parents have chatted and taken away information leaflets.

Through Childcare and Play grants, the Tax Free Childcare Portal, and support to complete funding forms we have sought to support our families with childcare options.

In order for our staff to be up to date with CIW minimum standards, and the new Curriculum for Wales, 3 staff have been granted 10 hours of funded self-study time to consider New Curriculum documents, and complete research. This will be monitored with a survey to be completed in June/July.

Our major Fundraising event was in January 2023. We held a race night at a local pub, with a raffle. The total raised was £830.

Future Opportunities

Holiday club provision is going to be a longer term possibility, with current staff needing a level 3 Playwork qualification, or additional staff who already hold this qualification.

We are planning another open event to showcase the setting (Saturday 8th July).

Future possibilities include the expansion of Flying Start postcode areas locally, which could increase our number of funded places for 2023-24 - currently 6/9 new starts expected for September 2023.

Based on positive feedback regarding a recent student placement, Coleg Cambria have approached us to provide childcare student placements, which is a positive step, and we have had discussions with Healthy Pre School team about the possibility of hosting training during the evenings as part of their CPD offer.

The Trustees are thankful to each and every staff member for adapting to the many challenges they have had to face over the last year on their return from the Covid 19 guidelines and restrictions that were in place. The staff have taken advantage of many training opportunities throughout the academic year improving on their experience, skills and in turn, delivery. They have supported families and increased parental engagement with the introduction of Seesaw and are proving to be very responsive to the needs within the community.

Produced by Julie Walker, Childcare and Business Manager July 2023

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
PENGUIN DAYCARE
FOR THE YEAR ENDED 31st AUGUST 2023**

Independent examiner's report to the trustees of Penguin Daycare.

I report to the charity trustees on my examination of the accounts of Penguin Daycare for the year ended 31st August 2023.

Responsibilities and basis of report

As the charity's trustees of Penguin Daycare you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act)

I report in respect of my examination of the accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- | | |
|---|---|
| 1 | Accounting records were not kept in respect of the playgroup as required by section 130 of the Act; or |
| 2 | The accounts do not accord with those records; or |
| 3 | The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination. |

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

A.G. Griffiths

Simon Griffiths (Senior statutory auditor)
for and on behalf of Guy Walmsley Limited
Chartered Accountants & Registered Auditors
3 Grove Road
Wrexham
LL11 1DY

Date: 17/06/2024

PENGUIN DAYCARE
CHARITY NUMBER 1190833
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31st AUGUST 2023

	Unrestricted Funds £	Restricted Funds £	Endow- ment funds £	2023 Total funds £	Year End 31/08/22 £
RECEIPTS					
Fees	32,503	-	-	32,503	12,898
Flintshire CC	45,719	-	-	45,719	26,534
Early Years Wales	-	-	-	-	500
Other - Refund	-	-	-	-	1,000
Flying Start	14,048	-	-	14,048	-
Flintshire CC Grants	3,000	29,503	-	32,503	-
Donations	850	-	-	850	-
SUBTOTAL	96,120	29,503	-	125,623	40,932
ASSETS AND INVESTMENTS SALES					
Bank Interest	51	-	-	51	-
TOTAL RECEIPTS	96,171	29,503	-	125,674	40,932
PAYMENTS					
Wages	61,162	-	-	61,162	38,814
Pension	639	-	-	639	219
Rent	4,049	-	-	4,049	2,018
Insurance	648	-	-	648	667
Phone	346	-	-	346	312
Repairs & renewals	-	7,141	-	7,141	1,708
Equipment	-	759	-	759	9,241
Post & stationery	-	-	-	-	62
Food	-	-	-	-	29
PPE	-	-	-	-	170
Accountancy	360	-	-	360	977
Training	81	-	-	81	-
Software	1,181	-	-	1,181	1,781
Charges	64	-	-	64	54
Sundries	-	-	-	-	386
Restricted Grant Return	-	118	-	118	-
General Expenses	717	-	-	717	-
SUBTOTAL	69,247	8,018	-	77,265	56,438
ASSETS AND INVESTMENT PURCHASES					
Play Equipment	-	19,476	-	19,476	-
TOTAL PAYMENTS	69,247	27,494	-	96,741	56,438
NET OF RECEIPTS AND PAYMENTS	26,924	2,009	-	28,933	-15,506
TRANSFERS BETWEEN FUNDS	-	-	-	-	-
CASH FUNDS AT START OF PERIOD	10,035	-	-	10,035	25,541
CASH FUNDS AS AT 31st AUGUST 2023	36,959	2,009	-	38,968	10,035

**PENGUIN DAYCARE
CHARITY NUMBER 1190833
STATEMENT OF ASSETS & LIABILITIES
FOR THE YEAR ENDED 31st AUGUST 2023**

CASH FUNDS	Unrestricted funds	Restricted funds	Endowment funds	2022 Funds
	£	£	£	£
Bank Current Account	5,460	2,009	-	4,897
Bank Savings Account	31,388	-	-	4,971
Petty Cash	111	-	-	167
TOTAL CASH FUNDS	36,959	2,009	-	10,035

OTHER MONETARY ASSETS

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ASSETS RETAINED FOR CHARITIES OWN USE

	Funds to which assets belong	2023 cost	2022 cost
		£	£
Furniture, fixtures & fittings	Unrestricted	5,784	5,784
Electrical items	Unrestricted	1,950	1,950
Toys & equipment	Unrestricted	15,373	15,373
Toys & equipment	Restricted	19,476	-
		42,583	23,107

LIABILITIES

		2023	2022
		£	£
Independent Examination fee	Unrestricted	360	360
		360	360

