



The Hollies Childcare Facility

Learning, Caring and Playing Together
Dysgu, Gofalu a Chwarae Gyda'n Gilydd

Charity Registration Number: 1196324
CIW Registration Number: CYM00003386

Report and Financial Statement of the Trustees for the year ending 31st August 2024

The Trustees of The Hollies Childcare Facility present their annual report and accounts for the year ended 31st August 2024 and confirm that they comply with the Charities Act of 2011 and The Charities SORP (FRS 102).

Aims

1. To provide the necessary facilities for the daily care, recreation, and education of children of pre-school age and during out of school hours for children of pre-school age to 11 years.
2. To advance the education and training of the persons in the provision of such care, education, and recreational facilities.

Objectives

1. To increase pupil numbers.
2. To enrich the lives of the children in our care by providing financial assistance for the children to experience extra-curricular activities.
3. To provide monetary help, where possible, to improve facilities at Gwauncelyn Primary School.
4. To keep our fees to a minimum

Background

The Hollies Childcare facility has continued to thrive, and we have seen an increase in numbers in all areas – especially with our care for two-year-olds.

In all areas our fees have been kept to a minimum.

This year we have opened our holiday clubs to two-year-olds this has meant that we have had to employ additional staff for these sessions to ensure legal requirements were met regarding ratios.

It is all too often difficult for a mum to return to work as the cost of childcare can be prohibitive. Once again, we have been able to help several families by providing free day care to help them take this important step in returning to employment.

We have also made a total of £15,900.00 in charitable donations.

In January 2024 we had our first Inspection by Care Inspectorate Wales which was very positive in all aspects. Please see **APPENDIX A**.

Pupil Numbers

On September 1st, 2023, there were 15 children registered for our Playgroup Rising 3's, 27 children registered for our Playgroup Wrap-around service and 80 children registered for Out of School Club.

Staff/Pupil Ratios

We are registered by Care Inspectorate Wales, and we follow staffing guidelines issued as follows:

Age 2 ratio is 1 to 4.

Age 3 to 7 ratio is 1 to 8.

Age 7 to 11 ratio is 1 to 10.

Staffing

For the period reported we had 12 members of staff all with Enhanced DBS checks.

Five of these staff members had pay grades above the NLW and the remaining 6 on the NLW.

Our Team:

Name of CIW Responsible Individuals	Sarah Murray Lynnette Collins
Manager / PIC Level 4 HLTA, Level 3 CCPLD, Level 3 Transition to Playworks,	Sarah Murray
Person in Charge of Playgroup and Deputy PIC HOSC – CCLD Level 5, Transition to Playwork Level 3	Claire Malkin
Person in Charge of Out School Club – Level 4 HLTA, Level 3 CCLD, Transition to Playwork Level 3	Stacey Hogg
Senior Play Leaders:- CCLD Level 5, Transition to Playwork level 3 CCPLD Level 2 working towards Level 3	Paula Davies-English Amy Bartlett
Playworker – Cache Level 3 Extended Diploma for Children’s Care, Learning and Development, Level 2 Playworks	Abbey Smith
Deputy PIC Holiday Club, Playworker and food preparation co-ordinator, Playworks Level 2, working towards CCPLD level 3	Sharon Williams
Playworkers:- CCLD Level 3 Playwork Level 2 CCLD Level 3	Sally Smith Callum Barrett Sarah Parfitt
Playworkers	Morgan Barrett Aurora Bartolomei
All staff are committed to working towards undertaking any relevant qualifications to continue their professional development.	

Sadly, Mrs Stacey Hogg has decided to leave us at the end of this academic year as her other work and family commitments have increased considerably. We wish her every success for her future.

Staff Training Completed During the Reporting Period

Prevent, Extended Safeguarding Training, Food Hygiene, First Aid, Health and Safety, Equality and Diversity, Allergen, Fire Safety, ALNCO Forum, GDPR, Mental Health, EIPEN, Healthy Eating, Movement Matters and Diabetic Training.

What We Do

We plan focussed cross curricular activities covering the 6 areas of learning as outlined in the curriculum for Wales – expressive arts, languages, literacy and communication, science and technology, mathematics and numeracy, humanities and health and well-being. Offering real life experiences through a range of age-appropriate resources and opportunities the children can make their own choices and lead their own learning.

Our indoor and outdoor environments allow the children to take part in a variety of play activities and different types of play exploring their senses, managing, and taking risks and developing a sense of the world around them.

Our Fees

Fees are our principal source of income. For the year reported we have had an increase in the cost of utilities, refreshments and staffing and we are pleased to report that once again, we have been able to provide our services for playgroup and after school care without an increase in our fees. However, to maintain staffing requirements during the six-week school holidays, fees for holiday club were increased to £25 per day. This was as a result of the increase in the number of requests for places for two year old children.

1. Playgroup

Pre-School children from the age of 3 are eligible for a grant towards day care from The Welsh Government. Parents need to apply for this grant.

We set our Playgroup fees for children under 3 in line with by the WG grant which is currently £15.00 per session.

2. Out of School Club

Our after-school care fees are £7.00 per session.

If parents commit themselves to our facility, for the school year in advance, the fees are calculated monthly over an 11-month period.

Monthly fees for children attending:

5 sessions per week	- £120.90.
4 sessions per week	- £96.72.
3 sessions per week	- £72.54.
2 sessions per week	- £48.36.
1 session per week	- £24.18.

If we have available spaces parents can use the facility ad hoc for a fee of £8.00 per session.

3. Holiday Club

Holiday club operates throughout school holidays except for bank holidays.

The club hours are 9:00am to 4:00pm.

The cost for October, February and May Half Terms was £20.00 per day.

The cost per day for the six-week summer holiday was increased to £25.00.

Snacks are provided throughout the day in all three settings at no extra cost.

Our Finances

It is our policy to maintain a reserve of £45,000.00 (where possible) in unrestricted funds. This equates to approximately 3 months operating costs.

INDEPENDENT EXAMINER'S REPORT TO

THE TRUSTEES OF THE HOLLIES CHILCARE FACILITY (CHARITY NO. 1196324)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st August 2024 set out on pages 2-4

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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

Signed:

3rd March 2025

Young and Phillips
Chartered Certified Accountants
Inspiration House
Williams Place
Cardiff Road
Upper Boat
Pontypridd
CF37 5BH

THE HOLLIES CHILDCARE FACILITY

REVENUE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2024

		2024		2023
	£	£	£	£
Turnover				
RCT payments		67,599		96,671
Playgroup income		46,548		33,773
Holiday Club income		18,818		11,189
HOSC income		54,238		50,571
		<u>187,203</u>		<u>192,204</u>
Other operating income				
Grants received	-		10,197	
Donations received	-		130	
		<u>-</u>	<u>10,327</u>	
Administrative expenses				
Wages and PAYE	146,647		120,977	
Social security costs	3,823		1,523	
DBS Checks	213		208	
Protective clothing	154		512	
Training	437		283	
Staff pension costs	2,721		2,112	
Rent	6,180		3,863	
Play equipment	3,279		1,636	
Power, light and heat	1,201		3,072	
Property repairs and maintenance	1,240		880	
Software costs	336		310	
Professional subscriptions	210		209	
Legal and professional fees	315		1,885	
Accountancy	660		600	
Charitable donations	15,902		11,887	
Bank charges	(40)		36	
Insurance	1,131		1,116	
Printing, postage and stationery	43		-	
Website costs	570		3,561	
Telephone	150		128	
Refreshments	3,548		3,069	
Entertaining	337		-	
Sundry expenses	60		136	
Depreciation	3,329		4,061	
		<u>(192,446)</u>	<u>(162,064)</u>	
Operating (loss)/profit		<u>(5,243)</u>	<u>40,467</u>	
Interest payable and similar expenses				
Interest on overdue taxation		(5)		-
(Loss)/profit before taxation	2.80%	<u>(5,248)</u>	21.05%	<u>40,467</u>

THE HOLLIES CHILDCARE FACILITY

BALANCE SHEET

AS AT 31 AUGUST 2024

	Notes	2024 £	£	2023 £	£
Fixed assets			13,316		15,996
Current assets		62,644		68,779	
Creditors: amounts falling due within one year		(600)		(4,167)	
Net current assets			62,044		64,612
Total assets less current liabilities			75,360		80,608
Creditors: amounts falling due after more than one year			-		-
Net assets			75,360		80,608
Capital account					
Opening balance			80,608		40,141
(Loss)/profit			(5,248)		40,467
Closing balance			75,360		80,608

The financial statements were signed on 3rd March 2025

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Appendix A



Inspection Report

The Hollies Childcare Facility
Gwauncelyn Primary School Heol Deg Tonteg Pontypridd
CF38 1EU

Date Inspection Completed
11/01/2024



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About The Hollies Childcare Facility	
Type of care provided	Children's Day Care Full Day Care
Registered Provider	The Hollies Childcare Facility
Registered places	50
Language of the service	English
Previous Care Inspectorate Wales inspection	Post Registration
Is this a Flying Start service?	No
Does this service promote Welsh language and culture?	This service does not provide an 'Active Offer' of the Welsh language and does not demonstrate a significant effort to promoting the use of the Welsh language and culture.
Well-being	Good

Care and Development	Good
Environment	Good
Leadership and Management	Good

For further information on ratings, please see the end of this report

Summary

Children are happy, settled and have consistently successful experiences at the setting. They make worthwhile and valuable choices about activities they engage in and can follow ideas and interests when appropriate. They have strong relationships with staff and interact with them confidently. Children make positive progress in their learning, development, social and independence skills.

Staff keep children safe and implement the setting's policies and procedures purposefully. Interactions between staff and children are positive and warm and all staff skilfully support children's needs. Staff plan themes around relevant books read and a worthwhile range of topical activities. The children's interests consistently lead these topics and ideas. Staff keep purposeful records of children's progress and development.

The indoor environment is welcoming and well resourced. People who run the setting ensure staff follow clear and beneficial infection control procedures. The indoor environment throughout is clean, safe, and suitable. Risk assessments are in place and ensure that all possible risks are considered. The setting has a range of good quality toys and resources indoors. The outdoor area is used well. People running the setting and staff ensure children make good use of resources to develop and further enhance the experiences offered.

Leadership and management of the service is good. Leaders and staff work well together, and the Registered Individual plays an active role at the setting. Parents speak highly of the setting, the opportunities offered, and the care their children receive.

Well-being Good

Children arrive positively at the setting and cope well with separation. Children are comfortable in their surroundings and with all staff. They have formed positive bonds with staff and each other. These bonds have a positive and valuable impact on children's well-being. Children are generally welcomed by their key worker upon arrival but are happy to approach all staff. The care they receive is valuable and provides a warm transition from their parents and guardians. Children understand that all staff respond positively to their individual needs and requirements and consistently approach them for support. For example, children are supported by all members of staff when taking part in activities indoors and outdoors such as bikes, scooters, dressing up clothes and the playdough cutters.

Children have built worthwhile friendships with each other and work together co-operatively. For example, in the play dough activity, children were cutting out shapes and sharing their successes. They patiently wait their turn in activities. For example, children share resources such as shark cutters in the playdough and take turns with

the toys available outdoors. They also work together when tidying up the area at the end of sessions.

Children consistently communicate positively with staff and each other and show a strong interest in the varied activities available. Upon arrival, they engage successfully in the experiences available to them. They make positive choices of activities they take part in and can move around as they wish. For example, some children go outside while others stay indoors. They are free to move between the two environments independently. Nearly all children show worthwhile curiosity and enjoy a variety of good play opportunities. For example, children engage with free play resources, the dancing and singing activities and the playdough activity.

Children are aware of their moods and the feelings of others at the setting. Staff successfully take these into consideration, and children can decide which activities to participate based on their feelings. Examples include children staying indoors rather than playing outdoors and participating in role play instead of singing. Laughter and enjoyment are evident throughout the setting from both children and staff. Children are confident when sharing successes with staff such as creating shapes, riding the bikes safely and going down the slide.

Children develop their independence skills through the worthwhile activities planned and through the support of staff. They can access the indoor and outdoor resources independently under staff supervision. Children wash and dry hands independently before and after snacks and to put waste food in the appropriate bin. Opportunities for children to develop independence at snack time is minimal at present.

Care and Development Good

Staff consistently implement the setting's policies and procedures ensuring children are kept safe and healthy. They receive safeguarding training and effectively understand the setting's safeguarding procedures. Relevant safeguarding information is clearly displayed on the information board. Staff keep records of accidents and incidents separately and ensure all documents are signed by parents. Staff keep records of pre-existing injuries when children arrive at the setting. All members of staff hold paediatric first aid training, enabling them to deal with accidents appropriately. The setting has systems in place to record the administration of medicines, including last dose administered. Nearly all staff understand and encourage children to eat healthily, and healthy and nutritious snacks are prepared for children. Children's dietary needs and any allergies are displayed clearly and dealt with appropriately and safely. Staff follow hygiene procedures including wearing appropriate Personal Protective Equipment (PPE) when preparing and serving food. Staff thoroughly clean tables before and after snack time. Children's dignity is ensured when changing nappies. At present, the use of PPE during nappy changing is inconsistent and does not follow the setting's policy. Children are consistently encouraged to wash their hands before and after eating their snack.

Staff have positive and effective relationships with children. The setting implements a key worker system. Due to the relaxed nature of the staff at the setting, children show willingness to approach the nearest staff member to them. All staff are calm, caring, patient and use quiet and effective tones of voice when talking to children and therefore the children are comfortable. Staff effectively support children's behaviour indoors and outdoors. They fully and interact skilfully with children during activities including discussing ideas for developing their learning. During snack times staff consistently remind children of appropriate behaviour such as eating and sitting at the

table until they have finished. Staff interactions in activities is consistently good. Examples include questioning 'how many legs does the clay spider have' and then 'how many more does he need to make 8?' Other examples include engaging in role play and singing with the children. Staff implement behaviour strategies in line with their behaviour management policy and offer praise and encouragement to children.

"Well done" was heard constantly during the inspection.

Staff promote children's play, learning and development, through the effective planning of a wide range of tasks. Examples include arts and crafts, jigsaw puzzles, numicon and role- playing area. Children's input to the planning is noted in a planning document. Children developmental milestones are assessed as soon as possible after starting at the setting. These are repeated every two months to record progression. The staff have strong knowledge of the children and their individual needs. One-page profiles are used effectively, and regular observations support relevant children. There are effective links with parents and outside agencies and regular recommendations further support children.

Environment Good

The indoor environment is safe and secure. The outdoor area is safely accessed through the setting and is surrounded by appropriate fencing. Visitors are granted access by people running the setting and staff through the main entrance which is secure. Risk assessments are in place, including thorough daily and weekly checks of both indoor and outdoor areas noting hazards and remedial steps to be taken. People who run the setting keep records of the required safety checks which are completed within appropriate timescales, including fire and smoke alarms, fire extinguishers and electrical testing. Some information regarding building checks are not readily kept within the setting. The toilet facilities are age appropriate, and all staff follow guidelines to promote children's privacy and dignity. Cleanliness of the setting is consistently good, and a cleaning schedule is clearly displayed with tasks and roles and responsibilities.

The premises are warm and provide a purposeful environment for children. The environment is used effectively to promote children's learning and development. The setting enhances children's curiosity, and overall learning. For example, the large open plan room ensures space for children to access to age-appropriate activities. These include painting easel, water and sand play, tuff trays and an interactive television. Resources are stored at an appropriate level and children can access them and make choices independently.

There is access to the outdoor area from inside the setting. The area is safe and secure and is resourced effectively. Resources outdoors include age-appropriate bikes and trikes, a slide, and a shelter. Potential risks from the shelter's metal pillars have been minimised with effective use of protective foam. Children have free and independent access to all the resources outdoors. All resources outdoors are appropriately and securely stored. The area provides effective privacy to the children as the setting shares the site with a school.

The setting provides a consistently good range of age-appropriate toys and resources that keep children engaged. These resources include sand and water area, books, and various toys. All furniture and equipment are age-appropriate and of good quality. All toys and play equipment are clean and well-maintained and are cleaned during the day. There is a limited range of resources available to promote cultural awareness, celebrations, and diversity within the setting. The setting celebrates Diwali, Easter,

and the Chinese New Year with the children. Displays of children's work are evident based on themes planned such as birthdays and dinosaurs.

Leadership and Management Good

Leadership and management of the setting is effective and successful. People who run the setting are positive and purposeful and have a sound vision for the future. They have consistently good expectations of staff and effectively support them to offer opportunities for the children. The statement of purpose provides parents with useful information on how the setting runs. People who run the setting review their policies and procedures regularly and ensure staff implement them successfully. The policy file has an index which notes the policies, their issue number, and the date of the last review. They have effective record keeping systems in place including staff files, children's contracts, risk assessments and staff training information. People who run the setting inform Care Inspectorate Wales (CIW) of events as set out in regulations. Therefore, relevant information is provided within the required timescale. People who run the setting have consistently good systems for the evaluation of the service. They regularly seek feedback from parents, staff, and children. A suggestion box is accessible in the main entrance for children and parents. Information is used purposefully to identify priorities for improvement and to further improve opportunities for staff and children, such as improving communication systems. The setting has incorporated this suggestion and have a new email system in place. A board is displayed outside for parents, noting what activities are available for children during the day.

People who run the setting value their staff. They ensure qualified and consistently good staff are present to make sure children are safe. There is an effective ethos of teamwork within the staff members, with laughter and enjoyment evident throughout. People who run the setting ensure staff work together successfully to ensure the best opportunities and outcomes for children. People who run the setting conduct regular supervisions and appraisals and support staff in their professional and training requirements. Staff feel supported by management and feel they can talk confidently and discuss ideas and concerns with them.

Partnerships with parents and outside agencies are consistently good. Staff share regular daily records with parents relating to snacks eaten, toileting needs, activities, and any other relevant information. Parents told us their children receive consistent good care and feel involved in the setting. Successful partnerships with the local school include joint activities such as, seeing Santa, school trip, and watching their Christmas Concerts. To further support transition, staff prepare a valuable short report on each child which is shared with the school and parents.

Summary of Non-Compliance	
Status	What each means
New	This non-compliance was identified at this inspection.

Reviewed	Compliance was reviewed at this inspection and was not achieved. The target date for compliance is in the future and will be tested at next inspection.
Not Achieved	Compliance was tested at this inspection and was not achieved.
Achieved	Compliance was tested at this inspection and was achieved.

We respond to non-compliance with regulations where poor outcomes for people, and / or risk to people's well-being are identified by issuing Priority Action Notice (s). The provider must take immediate steps to address this and make improvements. Where providers fail to take priority action by the target date we may escalate the matter to an Improvement and Enforcement Panel.

Where we find non-compliance with regulations but no immediate or significant risk for people using the service is identified we highlight these as Areas for Improvement. We expect the provider to take action to rectify this and we will follow this up at the next inspection. Where the provider has failed to make the necessary improvements we will escalate the matter by issuing a Priority Action Notice.

Priority Action Notice(s)		
Regulation	Summary	Status
N/A	No non-compliance of this type was identified at this inspection	N/A
Area(s) for Improvement		
Regulation	Summary	Status
N/A	No non-compliance of this type was identified at this inspection	N/A

Where we find the provider is not meeting the National Minimum Standards for Regulated Child Care but there is no immediate or significant risk for people using the service, we highlight these as Recommendations to Meet National Minimum Standards.

We expect the provider to take action to address these and we will follow these up at the next inspection.

National Minimum Standards	
Standard	Recommendation(s)
Standard 7 - Opportunities for play and learning	Further develop children's independence especially at snack time.
Standard 10 - Healthcare	Ensure that appropriate Personal Protective Equipment is used consistently within the setting
Standard 24 - Safety	Ensure that copies of relevant safety checks are kept within the setting
Ratings	What the ratings mean
Excellent	These are services which are committed to ongoing improvement with many strengths, including significant examples of sector leading practice and innovation. These services deliver high quality care and support and are able to demonstrate that they make a strong contribution to improving children's well-being.
Good	These are services with strengths and no important areas requiring significant improvement. They consistently exceed basic requirements, delivering positive outcomes for children and actively promote their well-being.

Adequate	These are services where strengths outweigh areas for improvement. They are safe and meet basic requirements but improvements are required to promote well-being and improve outcomes for children.
Poor	These are services where important areas for improvement outweigh strengths and there are significant examples of non-compliance that impact negatively on children's well-being. Where services are poor we will take enforcement action and issue a non-compliance notice.

Was this report helpful?

We want to hear your views and experiences of reading our inspection reports. This will help us understand whether our reports provide clear and valuable information to you.

To share your views on our reports please visit the following link to complete a short survey:

- **Inspection report survey**

If you wish to provide general feedback about a service, please visit our Feedback surveys page.

Date Published 07/03/2024

Administrative Information:

Charity Name: The Hollies Childcare Facility

Charity Number: 1196324

CIW Number: CYM00003386

Principal Office:

The Hollies Childcare Facility
Gwauncelyn Primary School
Heol Deg
Tonteg
Rhondda Cynon Taff
CF38 1ET

Trustees:

Mr John Collins
Mrs Lynnette Collins
Mrs Susan Reville
Mrs Sarah Hearne
Mrs Claire Reed
Mrs Sian Iles

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