

Chairpersons Report 2023 - 2024

Fundraising and Donations

This year, with the support of our wonderful Pre-school families and friends we have managed to raise some vital funds in a variety of creative and fun ways.

We were able to host our Summer Fete again this year, which I'm happy to say was fully supported by you all. We had a super time organising and hosting. There were lots of happy little faces winning big on the teddy tombola and lots of happy grown-up faces winning big on the tombola table! The weather was kind to us, and with the help of the super team at Pre-school and your incredible support we raised an impressive £455! We are already looking forward to welcoming you back this year for more fun and games. We also managed to raise £45.00 by having a stall at the school's summer fayre.

At our Summer Fete at the end of term, we also took the opportunity to bid our wonderful Jan a fond farewell, we were so lucky that lots of Jan's friends and colleagues past and present came along to wish her well in her retirement. We knew the day would come when Jan would hang up her Pre-school apron, and after 32 years dedicated service, it was more than deserved!

Our Autumn sponsorship is always a big hit with the children and this year proved no different with the absolutely incredible sum of £788.50 being raised! Thanks so much to our amazing Pre-school children, their families, and sponsors. In addition to this we have continued to fundraise through the Christmas raffle which raised £64.00, and the Christmas card project which saw the children making special cards for their families which raised £60.00, the sale of Christmas cookies which raised £106.00, and our amazing Christmas party raised £136.00. We also held an Easter Raffle which raised an "eggcellent" £63.00.

Easyfundraising brought in £43.91 and Stikins clothing labels earned us £47.18, both donate a small percentage to Pre-school each time you shop. This is such an easy way that you could help us to raise additional funds. Please think of adding us as your preferred beneficiary next time you shop. The app for easy fundraising is readily available for apple and android phones and is very easy to use.

We also managed to raise funds each time families bought their school photos – thank you so much, we raised £142.00.

We have been so lucky to have also received a donation of £1826.00 from Mister Gees Foundation, £500.00 from Asda and £200 from our biggest supporter Jan Green.

As a result of our fundraising efforts, we have been able to utilise our funds in several ways.

We have been able to repair the safety wet pour around the climbing frame in the garden, we have invested in new SEN resources, lots of new garden equipment including a new water table and educational toys along with lots of arts and craft supplies.

None of this would have been possible without your continued support of our fundraising efforts so thank you from the bottom of my heart! You help us to ensure we can provide our children with the best outdoor space and also the best learning resources to enhance their time at Pre-school.

I would like to thank the staff, committee, parents, and carers who continue to give their time to help and support our fundraising efforts. Fundraising is vital for Pre-school to operate, and we are extremely grateful to each and every person who has been involved. Your generosity is very much appreciated and never taken for granted.

Staff

As I mentioned previously, our wonderful Manager Jan retired this Summer, Jan has been with our Pre-school for over 32 years and her dedicated service, her leadership, and her unfaltering ability to strive for the best for each child passing through her doors will be greatly missed. I would like to take this opportunity to thank her for everything she achieved and for ensuring Pre-school was handed over to the new Manager in the best shape it could possibly be and ensuring that each child would continue to be given the best start to their education, how blessed we have been to have had you for so long Jan!

We remain fortunate to have an amazing team of dedicated and professional ladies at our Pre-school, Louise and Jacqui interviewed flawlessly to become our new Manager and Deputy Manager respectively. The whole team has adapted to the changes amazingly and we continue to be in very safe hands.

Our staff retention rate remains high, this ensures a strong key person system, giving the children and their families care and continuity throughout their time at Pre-school.

I would also like to take this opportunity to extend our thanks to Emma Nicholls who has agreed to continue her role as Treasurer. My thanks also go out to our loyal and supportive members without them we would not have a committee, Jo Murray, Jodi Darnley and Hannah Smith we are forever grateful for your continued help and support.

The current coordinator roles are as follows: -

- Health and Safety Coordinator – Louise Dumas
- Safeguarding Children / Child Protection Coordinator – Louise Dumas
- Deputy Safeguarding Coordinator – Jacqui Belton to Support Louise
- Special Educational Needs Coordinator (SENCo) – Vicky Benefield
- Behaviour Management Coordinator – Vicky Benefield
- Inclusion, Equality and Diversity Coordinator (ENCo) – Maggie Warren

I would like to thank all the staff for their continued commitment and dedication to Pre-school throughout the year. All staff ensure the children receive the best possible care and education during their time at Pre-school. The staff support their key children exceptionally well to ensure they learn

and develop to their full individual potential. This has been another tricky year staffing wise as it's so important that we find the right person for our wonderful setting. We have welcomed Frankie to the team, and she has settled in really well. We have said goodbye to Kellie Prince who found a position closer to her home and we wish her well. I would like to extend my heartfelt thanks to the staff team for stepping up and taking on extra sessions whenever we needed cover. Our staff really do go the extra mile and can always be counted on to support our Pre-school in any way they can.

News

The voluntary donations continue to offset most of the cost of our consumables and continue to be well supported by Parents and Carers. This is such a vital source of income for us and allows us some breathing room when purchasing vital items for the smooth running of Pre-school. We are so very grateful to the families supporting us with these donations.

The staff team have also been busy completing vital training this year. This includes several specific Safeguarding courses and Prevent Duty training. We were also chosen to pilot a new scheme called Verbo which is for speech and language training activities. I'm so thankful that our staff team always ensure they have the best and most relevant training in order to support each child on their Pre-school journey.

General Data Protection Regulation (GDPR) remains in full force and Louise continues to work hard to ensure Pre-school are fully compliant with all the requirements.

Summary

I would like to extend my sincere thanks to all our committee members for their time, hard work and wholehearted support of Pre-school throughout the past year. It is very much appreciated and a necessity for Pre-school to run. As with fundraising, the committee has an especially important role to play in the running and decision making for Pre-school. We have been so incredibly lucky to have had such a strong and dedicated committee over the years.

Lastly, I would like to give my thanks to Louise, she has seamlessly navigated her role as Manager with strong and unwavering leadership. Her continued commitment and enthusiasm to provide the absolute best for our children and their families is amazing. Jacqui also has my heartfelt thanks for how she has stepped into her role as Deputy Manager with ease. It is clear for everyone to see how passionate our staff are about Pre-school and how continued great leadership results in the well organized and smooth run setting we have. Louise and her exceptional team give each and every child who passes through Pre-school such a wonderful start to their school life. We continue to be an extremely popular and highly regarded setting in the local community.

Leanne Matthews
Chairperson

Collingwood Pre-school

Accounts for Year Ending 31/3/24

INCOME & EXPENDITURE SUMMARY

Receipts

| | |
|-------------------------------|-----------|
| Opening Balance | |
| Bank | 14123.48 |
| Daily Expenses | 150.00 |
| Savings Account | 12.71 |
| Fees | 26360.80 |
| Funding | 104534.52 |
| Funding Special Needs | 0.00 |
| Donations & VC | 3599.50 |
| Fund Raising Income | 2024.16 |
| Uniform | 813.50 |
| Training | 0.00 |
| Payments from debtors | 0.00 |
| | 0.00 |
| Activities & Materials | 0.00 |
| Lunch Club | 4794.50 |
| Transfer from Savings Account | 5734.64 |

162147.81

Payments

| | |
|-------------------------------|-----------|
| Admin | 993.87 |
| Expendables | 2565.13 |
| Equipment | 2948.19 |
| Art & Materials | 75.40 |
| Training Courses | 0.00 |
| Salaries | 119996.46 |
| | 0.00 |
| National Insurance | 3246.78 |
| Bank Charges | 107.12 |
| Closing Balance | |
| Bank C/A | 26598.89 |
| Bank Savings A/C | 12.71 |
| Daily Expenses | 150.00 |
| Creditors | 0.00 |
| Payments to Creditors | 0.00 |
| Rent | 3453.49 |
| Insurance | 966.44 |
| Fund Raising Expenses | 300.00 |
| Uniform | 0.00 |
| Membership Fees | 666.37 |
| Magazine Subscriptions | 66.96 |
| Lunch Club (paid in salaries) | 0.00 |

162147.81

Examiner's Report

Collingwood Pre-school Accounts for the year ending 31st March 2024

Report to the Trustees of Collingwood Pre-school.

I report on the accounts of the Trust for the year ending 31st March 2024

Respective responsibilities of the Trustees and Examiner.

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 43(3)(a) of the 1993 Act)
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act) and
- To state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.

Name: Karen Cain FICB PM.Dip

Date: 25th April 2024 Signed: *K. Cain*

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