

LYMINGTON LITTLE DOLPHINS PRE-SCHOOL

ANNUAL REPORT - SCHOOL YEAR 2019/20

We began our pre-school year with a few more more children on roll than the previous year – 35 in total. We also set aside some spaces to enable us to accommodate a small group of children who turned three years old during the Autumn term, taking the total on roll to 39.

Over the course of the year the Pre-School management team and staff attended regular PVI briefings, SENCO briefings, Safeguarding Support Groups & Birth To Four Networks, all with Services For Young Children (SFYC). Doing so helps ensure we are fully up to date and compliant with all new and developing government legislation and that we continue to offer a service of the highest standard. Covid has affected the availability of face-to-face meetings, briefings etc. but we continue to access these on-line where they are available and we are able to do so.

'Tapestry', the software programme we use for recording childrens' development and progress within the EYFS framework, was once more successfully employed during the school year – its fifth year of use. Anne-Marie & Amy continued to meet with the rest of the team on a regular quarterly basis and to lead a process of continuing assessment and evaluation to ensure the ongoing improvement, development and best use of Tapestry.

Training and staff development is always a key priority and this year, until Covid became an issue, staff attended a wide range of courses and undertook training and development in areas such as Speech & Language, Safeguarding, First Aid, Vulnerable Children and Special Educational Needs (SEN). All staff undertook Prevent Duty training. Anne-Marie has put the First Class Honours Degree in Childhood Studies which she attained during 2019/20 to good use within the setting and has taken a more active role as Deputy Manager.

With regard to staff changes: Jane joined us in January 2020. She brought with her extensive experience in childcare, business management and marketing, all of which have added a great deal to the wealth and range of experience which already exists within the team. Amy commenced a years maternity leave in April 2020 and we look forward to her return in the spring of 2021.

Topics covered by the children during the year included: All About Me, Nursery Rhymes, Light & Dark & Celebrations, People Who Help Us and Julia Donaldson stories.

Links with the local community normally involve outings to the Library and visits to various other settings which are both informative and fun for the children. We also usually have visits to Pre-School by Policemen, Paramedics, Vets, Forest Rangers, rescue dogs etc. In a normal year we would also hold a summer day trip to places such as Wonderland near Bournemouth Airport. Unfortunately we have been unable to do much of this because of the pandemic but we look forward to normal service being resumed in the not too distant future.

Improvements to the setting include an extensive refurbishment of the garden area. The garden looks all the better for it and it now provides increased and improved outdoor learning opportunities. We have begun using the new outdoor office/storage room following its installation during 2019/20. This increases the space available to us and allows us to hold and store a lot more in the way of resources for the children. We also totally updated the Pre-School website to provide a much improved information source for parents and also gave greater focus to our Facebook page to provide more frequent and regular updates about the activities the children have been taking part in as a group. Throughout the year Belinda has been leading the children in twice weekly music and movement sessions, held in the Music Room until Covid struck and now outdoors in the garden. These sessions focus on the improvement of fine motor and growth motor skills as well as helping develop speech and language skills, not to mention maths skills and personal, social and emotional development. They are also great fun too of course.

Finally, we would like to thank the 2019/20 Committee for their commitment, hard work and sterling support throughout what has been a challenging year for everyone.

Lymington Little Dolphins Pre-school - End of Year Accounts - 1st September 2019 to 31st August 2020

MAIN ACCOUNT

<u>INCOME</u>		<u>EXPENDITURE</u>
GRANTS/FUNDING	£104,978.62	WAGES
FEES	£14,267.61	HMRC PAYE/NICS
VOUCHERS	£7,622.25	RENT
OTHER (inc training)	£12	PENSION
		PAYROLL CHARGES
		TRAINING
		INSURANCE
		PETTY CASH (Incl. snack purchase)
		OFFICE COSTS (DBS applications)
		STAFF UNIFORM
		ACTIVITIES(INC EYPP)
		EE MOBILE
		Other - Garden Office
		PPE Supplies
		Clinical Disposal
TOTAL INCOME	£126,880.72	TOTAL EXPENDITURE
		TRANSFERS (REFUND FEES, LOTTERY LICENCE)
TOTAL INCOME INCLUDING TRANSFERS	£126,880.72	TOTAL EXP INCLUDING TRANSFERS

Main A/C opening bank bal	£16,805.09	
Income 2019/20	<u>£126,880.72</u>	
	£143,685.81	
Expenditure 2019/20	<u>£121,557.41</u>	
Main A/C closing bank bal	<u><u>£22,128.40</u></u> RECONCILED	

Lymington Little Dolphins Pre-school - End of Year Accounts - 1st September 2019 to 31st August 2020

FUNDRAISING ACCOUNT

<u>INCOME</u>		<u>EXPENDITURE</u>
FUNDRAISING	£1,311.25	EQUIPMENT
CHILDREN'S UNIFORM	£205.50	SUMMER TRIP (Alice in Wonderland entry and coach)
ART BAGS	£0.00	RENEWABLES (HCC orders: paint, paper, glue etc)
OTHER - (Payments from parents for AW Trip)	£15.00	STAFF BONUS
SPONSORED BOUNCE	£265.20	FR EXPS (Xmas cards)
		CHILDREN'S UNIFORM
		PUBLICITY
		XMAS (children's entertainment & presents)
		OFFICE EXPS
		FLOATS
TOTAL INCOME	£1,796.95	TOTAL EXPENDITURE
		TRANSFERS (TRANSFERRED TO MAIN A/C)
TOTAL INCOME INCLUDING TRANSFERS	£1,796.95	TOTAL EXP INCLUDING TRANSFERS

<u>FUNDRAISING PROJECTS</u>	<i>FUNDRAISING PROFITS</i>	
SPONSORED BOUNCE	£265.20	FR A/C opening bank bal
MOORE & BLATCH		Income 2019/20
TEMPEST PHOTOGRAPHS		
XMAS FAYRE		Expenditure 2019/20
XMAS CARDS		FR A/C closing bank bal
INFANT SCH SUMMER FAYRE/EXTRAVAGANZA		
CAKE SALE		
TOMBOLA/STALLS		
DONATIONS	£1,311.25	
	<u>£1,576.45</u>	

Lymington Little Dolphins Pre-school - End of Year Accounts - 1st September 2019 to 31st August 2020

HOT MEALS ACCOUNT

INCOME

Hot Meals	£1,473.00
D2 Funds in - Incorrect Ac	£21.60

EXPENDITURE

HCC - Hot Meals Costs	
Hot Meals Refund	

TOTAL INCOME **£1,494.60**

TOTAL EXPENDITURE

TRANSFERS

TOTAL INCOME INCLUDING TRANSFERS **£1,494.60**

TOTAL EXPENDITURE INCLUDING TRANSFERS

Hot Meals opening bank bal	£0.00
Income 2019/2020	£1,494.60
	£1,494.60
Expenditure 2019/2020	£1,405.40
Hot meals closing bank bal	£89.20
	£89.20
	<i>RECONCILED</i>

Lymington Little Dolphins Pre-school - End of Year Accounts - 1st September 2019 to 31st August 2020



£98,641.72
£5,037.12
£5,090.66
£3,062.85
£275.00
£1,089.11
£672.93
£1,695.63
£715.08
£163.59
£2,066.45
£133.30
£1,883
£215
£269
£121,009.96

£547.45

121557.41

Lymington Little Dolphins Pre-school - End of Year Accounts - 1st September 2019 to 31st August 2020



£785.92

£0.00

£173.18

£0.00

£0.00

£191.20

£0.00

£125.00

£61.00

£1,336.30

£0.00

£1,336.30

£261.77

£1,796.95

£2,058.72

£1,336.30

£722.42

RECONCILED

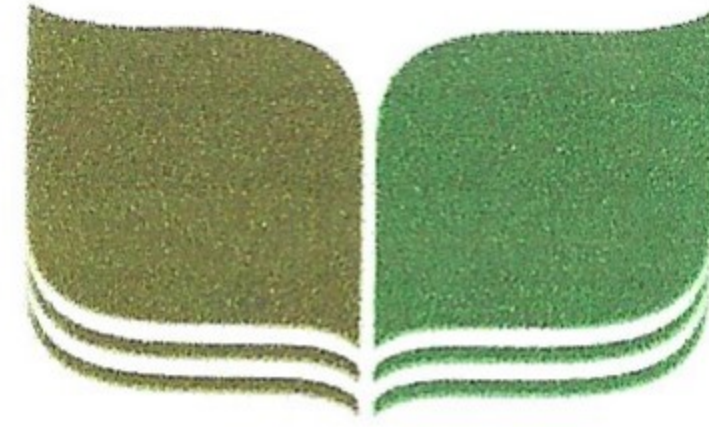
Lymington Little Dolphins Pre-school - End of Year Accounts - 1st September 2019 to 31st August 2020



£1,223.60
£182

£1,405.40

£1,405.40



NEW FOREST BOOKKEEPING

REPORT

TO: Lymington Little Dolphins Pre-School
Community Room
Lymington Infants School
Avenue Road
Lymington
Hampshire
SO41 9GP

Accounts Year Ending August 31st 2020

I have completed my audit of the accounts for the year ending 31/08/20 in my opinion the Pre-School records have been kept to a high standard with attention to detail and supported thoroughly with the correct paperwork. I can see no cause for concern in how the accounts are being managed.

All receipts and purchases are being handled correctly

All entries in the bank accounts have been reconciled.

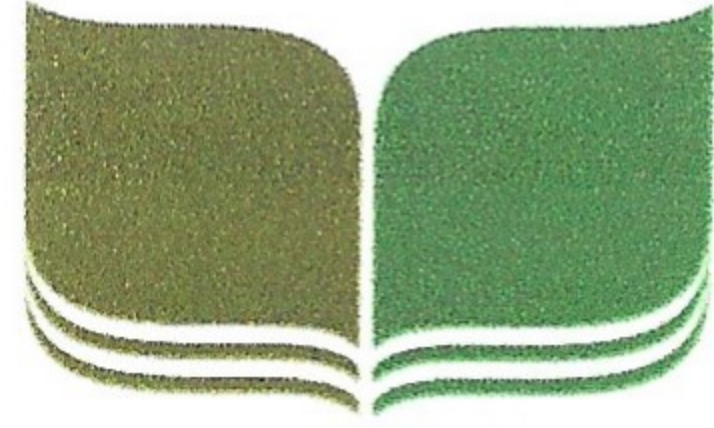
It is my opinion that the Pre-School Accounts are maintained comprehensively and to a high standard.

Tara Novell MICB

www.newforestbookkeeping.co.uk

nfbookkeeping@outlook.com

07796 583550



NEW FOREST BOOKKEEPING

Bank Reconciliation Report

Bank Accounts Year Ending August 31st 2020

Account No. 01046883

Opening Balance	16,805.09
Receipts	126,880.72
Payments	121,557.41
Closing Balance	22,128.40

Account No. 31412426

Opening Balance	261.77
Receipts	1,796.95
Payments	1,336.30
Closing Balance	722.42

Account No. 01471287

Opening Balance	0.00
Receipts	1,494.60
Payments	1,405.40
Closing Balance	89.20

Tara Novell MICB