



Annual Report 2021/2022
From the Management Committee

Together we care, play, learn, grow, succeed.

Attenborough Church Pre-School
Report by the Management Committee – April 2022
For the period April 2021 to March 2022

INTRODUCTION

The following report will be presented to parents/carers at the Pre-School's Annual General Meeting held on the 20th June 2022 in the Douglas Taylor Room, at 8 p.m. All parents/carers have been invited to attend the meeting.

This report provides parents/carers with:

- an overview of the Pre-School and Committee's activities during the year,
- a summary of changes to staffing and routines, and
- an opportunity to make recommendations for 2022/2023.

Any comments or suggestions arising from the report can be made directly to Nicola Bethel, Chairperson, by email to chair@attenboroughchurchpreschool.com or to Joan Kolomyjec, Administration Manager on 07714 577 171 or to Debby Stevens, Pre-School Manager during session times.

ABOUT US

A Charity and a childcare provider

Attenborough Church Pre-School is a registered charity and as such we must abide by the Charity Commission's rules and requirements. Our constitution determines what our aims are, how we are run, and outlines the rules we must follow. This is a requirement of the Charity Commission. We have chosen to adopt the Early Years Alliance (EYA/PSLA) model constitution and we do this annually at each AGM.

Our aims are known as our 'charity objects'. These are set out in our constitution and are "To enhance the development and education of children primarily under statutory school age by...offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability".

We are managed by a voluntary management committee. The Committee Members are the trustees of the charity and have responsibility for ensuring that the setting is run in accordance with our constitution, all relevant legislation, guidance and best practice. In 2021-22 the parent-led voluntary committee has also continued to welcome its two staff members whose contribution is extremely helpful.

As a Pre-School we must follow the rules set by the government in the **Early Years Foundation Stage (EYFS)** statutory framework and ensure that our charity objects are in line with this framework. The EYFS prescribes the welfare and development requirements of children from birth to 5 in the care of childcare providers. Ofsted measures us against the EYFS statutory framework to determine how well we are meeting its requirements. At our last inspection in March 2017 we were graded as a 'good' provider. As a result of the developments we have made since this inspection, we are aiming to secure and maintain an outstanding provision for our children.

To help us to ensure that our provision is the best it can be, and to ensure that we follow best-practice, we are members of the Early Years Alliance. During the academic year we have continued to be supported by an Early Years Support Teacher from the Nottinghamshire Early Years team.

Our Vision

Our intent is captured in our Vision Statement and Curriculum Offer, which was developed through collective input from the Management Committee and all of the Staff Team. Our Vision states that

"our aim is to nurture kind, happy, healthy, imaginative, reflective individuals with high self-esteem and a love of learning who are ready to make a positive contribution, form good relationships, make healthy choices and continue to flourish so that they may enjoy a well-balanced and successful future life as they fulfil their dreams".

We have distilled our vision into a motto that now features more prominently within our day to day practice and encapsulates all that we do:

"Together we care, play, learn, grow, succeed."

We work in partnership with parents, carers and the wider community, understanding that working together achieves more for our children.

How we are typically run on a day-to-day basis

We provide an enjoyable Pre-School education for 2-4 year olds and a Parent and Toddler Group for 0-5 year olds. We run 10 x 3 hour sessions per week in Attenborough Village Hall, from 9:15am to 3:15pm Monday to Friday, during term-time, and we offer a Breakfast Club from 8:00am to 9:15am. We use the Douglas Taylor Room and the Main Hall for large and small group work, and spend lots of time in our large garden. We are registered to have up to 48 children in session when using the two rooms, or up to 26 children in the Douglas Taylor room. We are registered for Full Day Care.

Children start Pre-School from as early as 2 years 3 months or in the term after they turn 2 if they are eligible for 2-year funding. They may also start at the beginning of any half term after this age. The families that we serve are predominantly Attenborough, Chilwell and Toton based, though we also serve families from slightly further afield. Our children are the centre of our organisation and we continuously strive to meet their needs and serve their interests so that they may learn and develop and make excellent progress. We are an inclusive setting that welcomes all children and aims to provide learning experiences that are entirely free up to 15 or 30 hours depending on the family's funding entitlement. We also offer a Breakfast Club, Lunch Club and are going to trial an After Pre-School Club from June 2022, which can be included within the funding hours or may incur an additional fee. This will run from 3.15pm until 4.30pm.

Operational Plan

We have an Operational Plan designed to meet Ofsted inspection criteria and to ensure that our day-to-day provision of education and care is consistently excellent. Our policies are informed by the requirements of the EYFS and are developed in conjunction with the Early Years Alliance. We update or introduce our policies throughout the year as necessary, and all new policies and changes are formally adopted at the AGM. It is from these policies that our practices and routines are developed, all of which are designed to provide the best possible experience that we can for our children.

Improvement Plan

The Pre-School Improvement Plan is a working document that includes contributions from the Committee and the Staff Team, as well as recommendations from Ofsted and feedback from parents. The Improvement Plan is reviewed regularly and ensures we continue to strive to be excellent and innovative in all that we do. We want to be outstanding for our children and we are committed to continuous improvement following thorough self-evaluation.

Keeping up-to-date

We stay up-to-date with current developments and issues in the early years sector through our membership of the Early Years Alliance and regular attendance at a range of local network meetings, mostly run by Nottinghamshire County Council Early Years Team. All staff attend regular training courses to ensure we are meeting all welfare requirements of the EYFS and will be judged as doing so by Ofsted. We also encourage staff and committee members to undertake relevant online modular courses. Where one member of staff has attended an external course or network briefing, we cascade that training to the rest of the Staff Team at our regular Staff Training Meetings.

Staffing

We have been fortunate to have a very strong, highly qualified and dedicated Staff Team of 14 throughout 2021-22:

March 2021 Staffing:

NAME:	POSITION:	QUALIFICATION:
Debby Stevens	Pre-School Manager	NVQ Level 3 In Childcare
Joan Kolomyjec	Pre-School Administration Manager	NVQ Level 3 In Childcare
Amanda Scard	Deputy Pre-School Manager	NVQ Level 3 In Childcare
Claire Vardy	Deputy Pre-School Manager	NVQ Level 3 In Childcare
Laura Dunn	Early Years Teacher/Admin Assistant	Early Years Teacher Level 6
Louise Day	Early Years Teacher/Admin Assistant	Early Years Teacher Level 6
Julie Streets	Pre-School Practitioner (Language Lead)	NVQ Level 3 In Childcare
Toshimi Sato	Pre-School Practitioner	NVQ Level 3 In Childcare
Molly Joynes	Pre-School Practitioner	NVQ Level 3 in Childcare
Stephanie Kerry	Pre-School Practitioner	NVQ Level 3 in Childcare
Joelle Bartram	Pre-School Practitioner	NVQ Level 3 in Childcare
Jess Hodges	Apprentice Pre-School Practitioner (left in Feb 2022)	Trainee Level 3 in Childcare
Ellie Cox	Apprentice Pre-School Practitioner (left in July 2021)	Trainee Level 2 in Childcare
Sophie Poole	Apprentice Pre-School Practitioner	Trainee Level 3 in Childcare (successfully completed NVQ Level 2 in Childcare)

Our Pre-School Manager, Debby Stevens, continues to provide excellent leadership for the in-session team of staff, with support from our highly experienced Administration Manager, Joan Kolomyjec. We value a team approach to shaping and improving our provision, made possible through regular Staff Team meetings and Inset Day training. Each member of staff is supported and guided by the Pre-School Manager to develop their knowledge, focus on reflective practice and they are updated on any relevant changes. We use the Early Years Teacher Standards in our improved Appraisal and Supervision processes.

Sophie Poole successfully completed her Level 2 qualification in March 2021 and is now working towards her Level 3 NVQ in Childcare. Sophie was nominated for an award by her assessor in the National Apprenticeship Awards in February 2022. Well done Sophie, your award is thoroughly deserved, you are a great asset to the team.

We sadly said goodbye to our other two apprentices, Ellie Cox in July 2021 and Jess Hodges in February 2022. Ellie decided to change her career focus and began a Sports qualification in September 2021. Jess continues to work in the early years sector and has taken a role with a day care nursery much closer to home. We wish you both all the best for the future.

During the year we have been looking at our succession planning to manage the future retirement of Joan Kolomyjec, our Administration Manager, who will be retiring during the financial year 2022/23. As such, several members of staff have taken on additional administrative responsibilities this year in preparation for a smooth handover when Joan retires. Joan has been an employee of Pre-School for over 30 years and has a vast wealth of knowledge and experience. You will be greatly missed Joan!

Amanda Scard, Deputy Pre-School Manager, took a lead in liaising with local schools to provide as smooth a transition to school as possible for all of our leavers in Summer 2021. In addition, Amanda has taken on the responsibility of updating our website and Facebook page. Claire Vardy, Deputy Pre-School Manager, has responsibility for mentoring apprentices and supporting the wider Staff Team. Claire has also taken on the role of purchase ordering during this year. Louise Day and Laura Dunn, our Early Years Teachers, are responsible for curriculum planning and assessment. Louise has also taken on several administrative roles such as updating our policies and procedures and preparing the newsletter. Laura has taken on various financial tasks such as preparing the payroll submission, funding, invoicing and accounting. Stephanie Kerry assisted Joan and Debby with various administrative tasks over the year. Stephanie begins her maternity leave in April, good luck Stephanie. We are pleased to be welcoming Jeanette Beadling to our team who will cover Stephanie's maternity leave. Molly will also be picking up some administrative duties during the maternity leave.

Julie Streets is our Language Lead and provides valuable one-to-one and small group work to progress our children's communication and language skills, and their personal, social and emotional skills.

We have an excellent Staff Team and the whole team work *extremely* hard to do the best for our children, by caring for them, offering them opportunities for play, learning and wonder, teaching them, and preparing them for school. The staff team have again demonstrated great flexibility and commitment to preschool by taking on additional responsibilities this year and coping with the changing demands of the coronavirus pandemic. All staff are active contributors to our Staff Team Meetings.

Pre-School Management Committee

2021/22 Main Officers:

Nicola Bethel – Chairperson

Kate Ball – Treasurer

Sarah England-Amoo - Vice Chair

Francesca Rumbelow – Secretary

(resigned in May 21)

Kirsty Rigby - Secretary from May 21

Committee Members:

Joanne Brooks – Fundraising Officer

Gill Moore

Julie Streets - Staff Trustee

Toshimi Sato – Staff Trustee

We have been extremely fortunate to have had a strong Committee in 2021-22 who bring a variety of invaluable strengths to the team. We said goodbye to Francesca Rumbelow and her family as they moved away to Wales, and we would like to thank her for all of her commitment to her committee role. We are also pleased to be welcoming Laura Pounder to the team, who brings with her a wealth of childcare experience.

As in the prior year, fundraising has still been largely virtual due to the pandemic, with a lot being done via Tapestry and our licence to sell raffle tickets to parents. Thankfully we were able to invite all parents and families into Pre-School for our Easter Bonnet Parade and coffee morning. The Fundraising role is a separate role from the other functions that the Chairperson has, but this last year the Committee worked together to continue fundraising and we are enormously grateful to them for raising an amazing amount of money despite everything. Our two Staff Trustees continue to be valuable members of the Committee.

SAFEGUARDING - Maintaining a culture of vigilance and a climate of support

As you will know, safeguarding our children is our number one priority at Pre-School. Nothing is more important to us than this. Safeguarding is all about keeping all of our community safe, free from harm or potential harm and ensuring our children are able to healthily grow and develop in circumstances consistent with the provision of safe and effective care.

A commitment to safeguarding is everywhere within our setting and each member of our Pre-School community has a role to play in keeping each other safe, be they a Committee member, a member of Staff, a parent, a carer or one of our children. It is important that we use our voices to share any safeguarding concerns that we may have, however big or small. If there is something that is niggling, that you are worried about or something you are not sure about, please pass it on to Debby, Pre-School named Safeguarding Lead. Please see our website for further details.

Our curriculum – The Early Years Foundation Stage

We follow the Early Years Foundation Stage (EYFS) framework and adopted the revised EYFS framework from September 2021. The revised framework requires practitioners to have a strong knowledge of child development, to know their children well through quality interactions with them, and to use their judgement in assessing a child's progress rather than relying on a restrictive list of developmental statements as per the previous Development Matters document. As a Staff Team we welcome the revisions to the EYFS as our observations of children are more holistic and broad than the previous developmental statements.

We encourage all children to be curious and explore, through both child-led and adult-led play activities. We seek to develop a child's self-esteem, independence and self-regulation skills through sensitive interactions, encouragement, role-modelling and promoting the importance of being kind to each other, and being heard. All areas of the curriculum are covered every day through our continuous provision and the daily structured activities that we provide. This encompasses Personal, Social and Emotional Skills, Communication and Language Skills, Physical Development, Literacy, Maths, Understanding the World and Expressive Arts and Design.

Our planning process ensures that short-term, medium-term and long-term planning begins with a review of our children's next steps and interests, and activities are planned for each curriculum area specifically around these factors. We plan small group work to target specific areas of need, such as listening and attention, speech, understanding and expressing emotions etc. We have a broad theme for the half-term which allows more scope for exploring a topic through a variety of playful and creative interactions and enables us to be more flexible and follow the children's interests. We provide a safe, secure and stimulating indoor and outdoor learning environment with a wide range of

resources to inspire our children's curiosity and support them to make outstanding progress. Our practitioners are highly skilled, role model our values, provide excellent care and education, and collectively strive for continuous improvement.

Rising 4's

Our Rising 4's cohort includes all children who are in their last full academic school year in Pre-School. We plan to progress our Rising 4's children with educationally fun activities and additional resources that spark curiosity and wonder and a love of learning. We support our children to be confident, independent, resilient and prepared for their next step of education by the end of their Summer Term.

Rising 4's build up their listening and attention skills by sitting on the mat for short periods of whole-group time such as register time, a short topic discussion, show and tell, listening to a story and singing time. In free play and in adult-led activities we include resources that are specifically aimed at our older children to improve fine and gross motor skills, problem-solving skills, turn-taking, literacy and numeracy skills. The Rising 4's also take part in weekly PE sessions, which are not only fun and help develop physical skills, but also encourage children to follow instructions and provides lots of opportunities to practice dressing and undressing. We are pleased to return to the wearing of PE kits from Summer Term 2021 (we temporarily stopped getting changed for PE as part of our Covid control policies). We plan phonics activities that focus on listening and attention skills following regular consultation with local feeder schools who agree that this provides a strong foundation for future phonic learning in formal education. We introduce a topic playfully throughout the week and reinforce it in a structured small group activity. We have continued to follow Phase One of the Letters and Sounds Programme this year but will review our phonics programme at the end of this academic year.

Outdoor learning

Our fantastic garden area is a huge asset to our Pre-School. Last year we used the grants from Co-Op and Tesco to further improve our garden with sensory planting, a new mud kitchen, additional soil for our digging area, a raised play space for messy outdoor play, an outdoor sink, outdoor mats, picnic blankets and two wonderful new teepees. This year we received a grant from Veolia which was used to purchase a new rainbow picnic bench for the garden. A donation from a former family was used to purchase a passenger trike to add to the varied array of wheeled toys we have available to the children. We ensure that this invaluable learning environment is used by each child, every day, whatever the weather. Our planning, use of resources and our practitioner input ensures that we maximise the learning potential of our outdoor space.

Language Lead

Julie Streets is our Language Lead who champions the importance of Communication and Language skills in our setting, including training and guiding other staff; every practitioner has a role to play in developing language skills and these skills are a key part of every child's development. Julie helps to develop new resources and strategies to support all of our children. Julie plans and delivers small group or one-to-one sessions to support language acquisition, as well as supporting children with their confidence in talking to others. We use signs throughout the session, i.e. at snack time and singing, and incorporate signing into our fundraising shows. Early intervention with speech and language delays is necessary to provide a child with the best possible outcomes for their communication skills. Julie continues to liaise with outside agencies to ensure we are offering the right targeted support to individual children, where relevant.

Key-Person

All children have a Key-Person who works with their family and keeps electronic development records and a Learning Journey for each child. Whatever the age of the child when they start and however long they might be with us, our aim is to quickly settle the child into the routine of the session. The Pre-School Manager oversees all staff in their Key-Person duties. Although each child's Key-Person is the main point of contact at Pre-School for the child and their family, every member of the Staff Team is involved in helping every child to learn, develop and be cared for.

Admissions and leavers

We admit new starters throughout the year at the beginning of each half-term, but our school leavers all leave together at the end of the Summer Term. Therefore the number of children on register fluctuates throughout the year and we inevitably experience a drop in numbers each year between the Summer and Autumn Terms. In April 2021 a total of 53 children were attending Pre-School. Over the year a total of 26 children were admitted, 26 children moved on to school or nursery in July 2021 and a further 3 children left at other times during the financial year due to house moves. At April 2022 we had 50 children on our register.

When the children's Pre-School time has come to an end, they move on to several local schools, with the majority going to The Lanes Primary School, Chetwynd Spencer Primary Academy and Banks Road Infant School. We have been involved with all schools along with the Reception Co-ordinators in order to provide a smooth transition for our children. In Summer 2021 we had 22 children leaving to go to 6 different schools. We liaised virtually with the schools as we were unable to visit in person due to continuing Covid restrictions, although we welcomed several reception teachers into our setting to visit the children. In Summer 2022 we will have 30 children going to 7 different schools and 1 child is leaving due to moving out of the area.

Funded places

Government Early Years Funding ('Free Entitlement') enables children to have up to 15 hours free provision from the term after they are three years old. We are also eligible to receive two-year-old funding for those families that meet certain criteria, providing 15 hours funding per week from the term after the child is two years old. 30 hours funding is also available for families who meet the criteria.

During this financial year we had the following number of children on full funding:

42 in the Summer Term 2021, 32 in the Autumn Term 2021 and 38 in the Spring Term 2022. ■

30 hours provision

During this financial year we have been open to children for 36.25 hours each week and so can offer 30 hours provision. During the year, the uptake of 30 hours for children who are either fully funded or funded and fee paying, is high and continues to be very successful for us. Many who are eligible for 30 hours funding are accessing all of their quota. Parents can register for 30 hours funding if they are eligible; parents need to be earning the equivalent of 16 hours at NMW or more to qualify and in a 2-parent household, both must be earning. We typically have 15-20 parents registered who will take a range of funded sessions up to 30 hours, this includes an option to share the 30 hours funding with one other setting.

Ad-hoc sessions have continued to be a useful way of allowing children to trial sessions before booking them on a more permanent basis. We continue to be committed to offering 30 hours funding provision which allows children to access it with no hidden or additional charges.

Breakfast Club

We opened Breakfast Club in September 2020 to extend session availability from 8.00am, with the club running from 8.00am - 9.15am. Children arrive between 8.00am and 8.15am, have a period of quiet play followed by breakfast of cereal, toast and a drink at 8.30am. From 9.00am the children move into the routine for the usual morning or full day sessions. 8 children have accessed this session on a regular basis during the year and regular ad-hoc sessions are taken and if numbers allow.

Lunch Club

Lunch club takes place from 12:15pm – 1:00pm and is open to any of our children. All children who attend an afternoon session automatically attend Lunch Club, whilst those attending a morning session can choose to stay until 1:00pm. Children bring their own packed lunch and eat at tables together, supported by preschool practitioners as needed. It is a sociable time where children chat with each other and staff whilst eating their lunch.

Accommodation and Premises

We pay rent to the Attenborough Village Hall Management Committee for the use of the premises for 10 sessions per week plus Breakfast Club. We use both the Douglas Taylor Room and the Main Hall for the majority of sessions, and the Eric Mason Room for Breakfast Club. Joan Kolomyjec regularly attends the monthly Village Hall Committee meetings, ensuring frequent dialogue regarding possible improvements to the premises that are beneficial to Preschool as well as other user groups. There was no rent increase during this Financial Year and no planned increase known as yet. Planning permission was granted for the canopy project, but is on hold currently due to the uncertain times presented by the Coronavirus Pandemic but it is still on the Village Hall agenda.

Health and Safety

We are inspected alongside the Village Hall by Broxtowe Borough Council's 'Food and Occupational Health Department', for a 'Health and Hygiene Inspection' and under the Food Hygiene Rating Scheme we were graded 5 (the highest grade awarded) for our procedures. In addition to this portable appliance checks are undertaken. Staff have attended or updated first aid and food hygiene training during the year. The Village Hall is responsible for annual fire checks but we have our own procedures and regular building evacuation drills are held at varying times in the week throughout the year. We undertake regular risk assessments, carry out health and safety checks on a daily basis and continually monitor our provision.

Website and Facebook

We use our website and Facebook page to communicate our vision and our curriculum offer and as a means for prospective parents to learn more about us. As well as keeping our parents, carers and wider community updated on some of the activities that are happening at Pre-School, our Facebook page has also been a valuable tool for advertising for staff recruitment. Please feel free to share the fantastic things that we do with your friends on Facebook, without including photographs of the children.

Tapestry and Family Software Packages

At the beginning of the financial year, Tapestry was our only software package. We use Tapestry as an electronic Learning Journey, to record photos, observations, and assessments of the children and share these with parents. The Pre-School Manager also publishes a weekly blog through Tapestry to communicate with all families. However, as part of our succession planning for Joan's retirement, the management committee agreed to research alternative nursery management software packages that would incorporate and automate other functions such as registers and invoicing, which Tapestry

does not offer. We chose Family as our software provider and went live with Family from February 2022. We are therefore phasing out our use of Tapestry.

Family is now used as the primary means of communication between parents and management staff and is proving to be very successful.

Xero Accounting Software

The management committee also agreed to look into an accounting software package during this financial year. After a successful trial with Xero, the accounting software went live in March 2022.

Fundraising and Social Occasions

Fundraising is very important for Pre-School as inevitably our costs continue to rise during the year. We also value our fundraising events as opportunities to bring our community together, to showcase a little of what we do and to celebrate our wonderful children. Unfortunately, once again we haven't been able to invite families to all of our usual events this year due to covid.

In the Summer the children rehearsed a performance of The Very Hungry Caterpillar. This was filmed and sent to parents through Tapestry as government restrictions forbade large gatherings at the time. The committee also organised a virtual raffle, which was very well supported by our families.

At Christmas we had intended to hold our first face-to-face performance in almost two years, but rising cases of coronavirus amongst the staff team, some of our families and in the wider community resulted in a late decision to cancel the event. Instead, the children's performance was recorded by staff and sent to parents through Tapestry. The committee organised another remote raffle and sold mystery bags (to replace the usual tombola). The Christmas party for the children still went ahead as planned and the children had a fabulous time.

At the end of the Spring Term, we were finally able to welcome families into Pre-School to celebrate the children for our Easter Bonnet Parade. The committee also organised a coffee morning and cake sale social event before the show, which was very well attended, and a raffle. It was wonderful to see so many of our families enjoying the parade and the children's performance of Easter songs.

We also raised money through commission from a variety of sources: Jane Stapleton photographs, Easyfundraising, Amazon Smile, My Nametags and All My Own Work (Christmas cards). In addition, we had a small autumn fundraiser where children fill a bag with autumnal nature items and bring them in to Pre-School to show everyone what they have found.

Monies raised through fundraising activities have enabled the purchase of new play and practical equipment to ensure our children continue to have an outstanding learning experience.

The Treasurer report will provide more detail on all of the fundraising activities undertaken this year.

Veolia Grant

We were successful in our application to the Veolia community grant scheme and were delighted to purchase the rainbow picnic table for our garden.

Questionnaire

Pre-School did not send out a questionnaire during this financial year but will be sending one out during Summer 2022. We ask all parents to rate us and give comments about various aspects of our provision. Parents' views are important to us and feed into our Improvement Plan.

Financial Statement

The Pre-School accounts are in the process of being finalised and independently examined by Tony D Jacques & Co Accountancy firm.

Aims for the Future

In the financial year 2022-23 we will ensure that we are able to continue to respond to emerging situations such as Covid-19, effectively, safely and in a financially responsible way. Furthermore, we face the pressure of rising costs caused by high inflation and exacerbated by the situation in Ukraine. Safeguarding the future of Attenborough Church Pre-School in a climate where other providers are closing is of primary importance. We will aim, in the next academic year, to provide an outstanding Pre-School for our children, in a safe, secure and engaging surrounding which adheres to the government guidance and our own risk assessment.

We aim to maintain our excellent Staff Team through providing strong support, training and a great place to work. We hope that this will help us to retain the talent that we have within our organisation and demonstrate to the Staff Team how greatly valued they are.

We will continue to offer Pre-School sessions for 36.25 hours per week for all children and will be trialling an After Pre-School Club from June 2022 running Mondays to Thursdays from 3:15pm to 4:30pm, following a recent sent survey of our current parents. This would take our opening hours to 41.25 hours per week from June 2022.

The succession plan will be executed to ensure a smooth transition of all administrative and financial tasks from Joan to other staff upon her retirement.

We have applied for another Veolia grant for another picnic bench to further enhance our outside provision.

All of our endeavours will have maintaining or improving the quality of our provision at their heart so that our children are best able to learn and develop. We will continue to make decisions that take into account our long-term sustainability as well as any short-term needs.

Formal Thank Yous

Children

The coronavirus pandemic has undoubtedly affected our children, with all of them being subject to disruption from their normal routines over the earliest years of their lives and the impact to children's development continues to be evident today. It has affected some children more than others, but we have tailored our provision to meet their individual needs and we never fail to be amazed by their resilience and enthusiasm. We would like to thank our children for being the most important part of our Pre-School and for being such a delight. The ways in which you learn are captivating; we are privileged to observe you learn, grow and succeed.

Parents

We would like to thank our parents, firstly for choosing us and entrusting your precious children to our care, and secondly for supporting all of the new processes and procedures which have had to be introduced to keep everyone safe during the pandemic. We are also grateful for your support and understanding in transitioning to our new nursery management software, Family, which has led to new ways of doing things, such as how we communicate with parents and how we invoice parents. It was a delight to be able to welcome you back into the building for keyperson catch-ups during the year but especially to be able to come together as a community for the Easter Bonnet Parade in March 2022. We value our parent partnerships and we thank you for your part in this.

Reflection from the Pre-School Manager, Debby Stevens

I'd like to officially thank all of the committee members, staff, parents and children for a wonderful year at Pre-School and we look forward to future learning opportunities.

Staff Team

The Committee would like to formally thank the Staff Team for their continued professionalism, enthusiasm and dedication to Pre-School. It has been another challenging year for you, as well as the rest of the wider community. During this extremely difficult time you have continued to work extremely well together to support each other and our children.

You all continue to prioritise the children above all else and we greatly value how happy our Pre-School children are in your care, as well as how fantastically well they learn and develop. You have helped all of the children enjoy their time at Pre-School whilst they start their formal educational journey. You have even managed to introduce new ideas, developed and further improved our provision, (including introducing Family and Xero) over the course of the last year and are now about to trial an After School Club.

We appreciate all that you do and recognise the time that you invest voluntarily over and above your working hours. We can't think of a better team to lead us to being formally recognised as being outstanding and we feel you are fully deserving of that accolade and hope it comes to fruition. Thank you.

Particular thanks to Laura preparing this report and in particular for working many extra hours to ensure a smooth implementation of our new technologies allowing us to be in the best possible position to continue delivering an excellent service to our children and their families

The Village Hall Committee

We would like to thank the Village Hall Committee for continuing to let their premises to us, including when it has been shut to other users. We know how hard you have worked to respond during the Coronavirus Pandemic, to ensure all guidelines are being adhered to. Thank you.

Pre-School Management Committee

As Pre-School Chairperson, on behalf of myself and the Staff Team I would like to thank each Committee Member and their families for your support and commitment over the last year. You have each voluntarily given up your time in order to maintain the successful running of Pre-School during the pandemic and to support the drive to help Pre-School to become recognised as outstanding. Pre-School needs to have a Management Committee in order to operate and we thank you for being the people who have stepped up to be the accountable Trustees of our charity.

Thank you to the Committee Members who will be re-standing for 2022-23 and we look forward to welcoming new members to the Management Committee so that together the team can continue to support the Pre-School in the coming year and beyond.

Nicola Bethel on behalf of the Management Committee
Pre-School Chairperson
2021-22

June 2022



Tony D Jacques & Co
ACCOUNTANTS & BUSINESS ADVISERS
A Xeinadin Company

Independent examiner's report to the trustees of Attenborough Church Preschool

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

- 1 Accounting records were not kept in respect of the Trust 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.

We 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: 

Name: Dawn Collison (FMAAT)

Date: 30 November 2022



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Tony D Jacques & Co Accountants is a trading name of Tony Jacques YDD Limited. Registered in England No 11404789



Income and Expenditure Account

Attenborough Church Preschool

Registered Charity No. 1024159

For the year ended 31 March 2022

<u>Account</u>	<u>2022</u>	<u>2021</u>
Receipts		
Bank interest received	11	45
Blue Bag	41	14
Donations	202	550
Fee Income	32,050	22,188
Funding Income	110,034	102,866
Furlough Income	0	7,070
Grant Income Apprentice	5,000	1,000
Grant Income Early Years ITT	0	1,260
Grant Income Tesco	0	1,166
Toddler Group	489	0
Voluntary snack payment	539	0
	<u>148,364</u>	<u>136,159</u>
Other Receipts		
Commission All My Own Work	139	70
Commission Amazon Smile	68	49
Commission Easy Fundraising	88	168
Commission My Nametags	45	21
Commission Photographs	256	89
Fundraising Autumn Event	58	62
Fundraising Easter Event	521	760
Fundraising Gin Night	0	32
Fundraising Nativity	718	869
Fundraising Summer Event	1,493	189
Grant income NCC Covid	0	60
Grant Income Veolia	697	0
PPE	0	56
Total Other Receipts	<u>4,082</u>	<u>2,425</u>
Total Receipts	<u>152,446</u>	<u>138,584</u>
Payments		
Advertising & Marketing	0	25
Audit & Accountancy fees	180	250
Bank Fees	27	0
Blue Bag Cost	0	278
Cleaning	176	416
Consumables	1,489	1,433
DBS Checks	0	128
Depreciation Expense	148	467
Equipment	807	1,533
Grant Spend Co-op	0	2,433
Grant Spend NCC Covid	0	60
Grant Spend Tesco	0	844
Grant Spend Veolia	684	0
Insurance	947	946
Ofsted Registration	50	50
Other Expenses	921	843
Payroll	861	861
Printing & Photocopying	468	337
Refreshments	766	283
Rent	20,272	13,489
Staff salaries	119,986	112,367
Staff training	300	455
Subscriptions software	1,690	154
Telephone & Internet	357	367
Uniform EYPP spend	0	122
Uniforms	0	110
Website	287	275
Total Payments	<u>150,415</u>	<u>138,524</u>
Net Receipts	<u>2,031</u>	<u>60</u>
Funds last year b/f	77,634	77,574
Funds this year c/f	<u>79,665</u>	<u>77,634</u>

Statement of Assets and Liabilities
as at 31 March 2022
Attenborough Church Preschool
Registered Charity No. 1024159

<u>Account</u>	<u>31 Mar 2022</u>	<u>31 Mar 2021</u>
Fixed Assets		
Tangible Assets		
Office Equipment	3,950	4,100
Less Accumulated Depreciation on Office Equipment	-3,375	-3,706
Total Fixed Assets	575	394
Current Assets		
Cash at bank and in hand		
Deposit Bank Account	79,890	89,879
Current Bank Account/Cash	20,014	9,930
Total Cash at bank and in hand	99,905	99,809
Accounts Receivable	-652	1,130
Accrued Income	2,550	0
Inventory	131	131
Total Current Assets	101,933	101,069
Current Liabilities		
Accruals	22,843	23,831
Rounding	-1	-1
Total Creditors: amounts falling due within one year	22,842	23,830
Net Current Assets (Liabilities)	79,090	77,239
Total Assets less Current Liabilities	79,665	77,634
Net Assets	79,665	77,634
Capital and Reserves		
Current Year Earnings	2,031	60
Retained Earnings	77,634	77,574
Total Capital and Reserves	79,665	77,634



Tony D Jacques & Co
ACCOUNTANTS & BUSINESS ADVISERS
A Xeinadin Company

Independent examiner's report to the trustees of Attenborough Church Preschool

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

- 1 Accounting records were not kept in respect of the Trust 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.

We 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: 

Name: Dawn Collison (FMAAT)

Date: 30 November 2022



Kingfisher House, 140 Nottingham Road, Long Eaton, Nottingham NG10 2EN
Tel 0115 871 4598 Fax 0115 946 4498 Email enquiries@tonyjacques.co.uk

www.tonyjacques.co.uk

Tony D Jacques & Co Accountants is a trading name of Tony Jacques YDD Limited. Registered in England No 11404789



Income and Expenditure Account

Attenborough Church Preschool

Registered Charity No. 1024159

For the year ended 31 March 2022

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