

- Jane Mansfield

Staff liaison

The Committee has met on a frequent basis, usually once a term. However, a small management team including the Chair, Setting Manager, Finance Lead and Staff Liaison has met on a frequent basis; typically, once each half-term with additional meetings as required. Zoom meetings were held during the period of closure between March-July 2020

As with many small rural settings, long-term sustainability was identified as an issue. Rebecca Preece was appointed setting manager role in September 2018. She has driven the business forward increasing numbers of children attending and the Pre-School is going from strength to strength ensuring longevity and good on-going investment. There are currently 32 children on role. Although previously, options for marketing were explored, we now do not rely on marketing alone, word of mouth within the community is helpful and positive. The setting is busy within the local community supporting local groups, visiting local businesses and has started a weekly well-being visit to Charnwood residential home for the Elderly. With 3 Forest School trained staff and use of the School grounds, children attend weekly Forest School sessions outside, learning more about their outdoor environment, forest school rules and enjoy searching for bugs .

Rebecca and the team have recently re-started a 'community pop up cafe' called Petit Pois operating once a month, this runs from within the Pre-School on a Saturday morning, open to all parents who attend the Pre-School as well as members of the local community and perspective parents. It has been a huge success creating time for parents and carers to meet in a safe environment, for children to play while adults enjoy a coffee and cake. There is no charge, however, any donations received go towards the purchase of new toys and equipment.

Improvements have been made to the outside play areas with a new bark and natural play area designed and created. Money spent in this area has provided many more opportunities for outdoor play during all weathers and supported a range of outdoor learning opportunities. Following the requirements and guidelines of Covid-19 the new area has supported the safe one system put in place for entrance and exit for parents.

There is a shared understanding within the team of how good practice, happy children and parents can secure numbers for the following year. This team effort is lovely to see and numbers going forward speak for themselves.

Teaching and Learning

Our Pre-school is an OFSTED registered early years setting that provides 24 spaces for children aged two to four years of age. Our aim is to develop independent and motivational learners who embrace a values based culture. We provide opportunities for learning through play in a calm and multi-sensory environment both inside and outside. We explore the wider community taking short walks around the village, under take visits to local elderly care homes. Visit larger retail store to shop and find out how food is transported and inviting visitors into the setting.

Children who attend our setting range from having special educational needs, children who are looked after by the local authority to children who need to access the National Educational Funding. We regularly work alongside other professionals such as; Social Workers, Speech Therapists,

Physiotherapists, Community Nursery Nurses and Health Visitors to deliver individual education or care plans for specific children when required.

The Early Years Foundation Stage (EYFS, 2012), is a key part in planning the children's learning opportunities and allows the children to have a seamless transition in to school and the completion of the Early Years Foundation Stage. We have worked closely with the reception teachers of our feeder schools this year ensuring a smooth transition for those children starting school.

The children's interests are followed through observations and staff plan for the next day using the observations alongside daily reflections. The staff use a loose theme and offer books and stories to support the theme. Parents are included in the sharing of learning and ideas, these have been very helpful during lockdown when ideas, challenges and stories read by staff were shared with parents and children.

Every child has a formal written reflection on their development each term and their next steps are devised by the child's key worker alongside manager and these are then shared with parents and carers. A shared learning journey, Pre-School page on the school website, Facebook closed group, Twitter and newsletters are also used celebrate children's learning & development.

Staff Development

We believe it is essential to create learning environment for the practitioners in our setting as well as the children. Our Pre-School is used by local high schools, colleges, Worcester Universities as a placement for students to develop their knowledge about early years education.

Our team of qualified practitioners are constantly developing their knowledge through local authority training courses and seminars. The qualifications and ongoing training are as follows;

- Rebecca Preece - Manager – Honours degree/ NNEB/Forest School L3/DSL
- Fiona Batstone – Deputy Manager – Early Years Teacher and Honours Degree/DSL
- Charlotte Peace – Early Years Practitioner (SENCO) - Level 3, NVQ in Early Years Childcare and Development, SENCO
- Hannah Crowther – Early Years Practitioner Teacher and Honours Degree, Forset School L3
- Emma Gray – Early Years Practitioner – Level 3, NVQ in Early Years Childcare and Development, Forest School Leader L3.

Furthermore, setting training and individual CPD attended was as follows.

- Elklan: Communication Friendly Status Accreditation achieved Level 4
- Role of the Designated Safeguarding Lead.
- Multiculturalism & Diversity online
- Paediatric Infant & Child First Aid Level 3
- Effective Safeguarding Practice Level 2 online
- Infection Prevention and Control in an Early Years Setting Level 2 online
- Characteristics of Effective Leaders Level 2
- Preventing Radicalisation.
- Safeguarding and Child Protection: the essentials 2020/21
- An Introduction to Infection Prevention and Control online
- Safer Food Handler Award level 2

- Safer Recruitment in Education online
- SEND Code of Practice Level 2 (EYA)
- Solihull Approach online
- Fire Safety in Education Level 2

Madley Pre-School
Report and Unaudited Accounts
for the year ended 31 August 2020
Draft Accounts Version 1.0

Madley Pre-School

Information

Accountants

Apple Accountants
7 Harrow Road
Hereford
HR4 0EH

Business address

Madley
Herefordshire
HR2 9PH

Bankers

Royal Bank of Scotland

Madley Pre-School

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Madley Pre-School

Report to the Proprietor on the Unaudited Accounts of Madley Pre-School

In accordance with the engagement letter dated we have prepared for your approval the accounts of Madley Pre-School for the year ended 31 August 2020 as set out on pages 2 to 6 from the entity's accounting records and from information and explanations you have given us.

As a practising member firm of the The Chartered Institute of Management Accountants, we are subject to its ethical and other professional requirements which are detailed at www.cimaglobal.com.

Our work has been undertaken solely to prepare for your approval the accounts of Madley Pre-School and state those matters that we have agreed to state to you in this report in accordance with the requirements of the The Chartered Institute of Management Accountants, as detailed at .

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the accounts.

Apple Accountants

7 Harrow Road
Hereford
HR4 0EH

Madley Pre-School

Income and Expenditure account for the year ended 31 August 2020

	2020		2019	
	£	£	£	£
Income				
Sales		91,960		99,263
Clothing		220		226
Fundraising and Donations		869		2,817
Government grants		13,320		-
		<u>106,369</u>		<u>102,306</u>
Expenses				
Wages and salaries	64,777		66,519	
Staff pension costs	604		297	
Staff training	808		150	
Rent, Rates, Light and Heat	884		1,783	
Insurance	653		621	
Equipment	2,653		1,948	
Purchases	1,772		1,304	
Food	1,502		1,453	
Repairs and Maintenance	6,617		2,902	
Printing, postage and stationery	1,038		1,173	
Advertising	-		120	
Telephone	605		592	
Excursions	200		186	
Cleaning	1,632		3,289	
Computer costs	110		547	
Travelling and subsistence	108		-	
Legal and professional fees	2,174		1,467	
Accountancy	2,154		2,544	
Sundry expenses	942		553	
Subscriptions	616		715	
Depreciation on FF & Equipment	195		217	
		<u>(90,044)</u>		<u>(88,380)</u>
Surplus (Deficit) for the Year		<u><u>16,325</u></u>		<u><u>13,926</u></u>

Madley Pre-School

Balance sheet as at 31 August 2020

	Notes	2020		2019	
		£	£	£	£
Fixed assets					
Tangible assets	3		1,754		1,949
Current assets					
Debtors	4	2,899		292	
Cash at bank and in hand		64,123		49,769	
		<u>67,022</u>		<u>50,061</u>	
Current liabilities (note 5)					
Trade creditors		213		712	
Other creditors		6,701		5,761	
		<u>6,914</u>		<u>6,473</u>	
Net current assets			<u>60,108</u>		<u>43,588</u>
Total assets less current liabilities			<u>61,862</u>		<u>45,537</u>
Funds - All Unrestricted					
Brought forward at 1 September 2019			45,537		31,611
Surplus (Deficit) for the Year			16,325		13,926
			<u>61,862</u>		<u>45,537</u>

Signed on behalf of the Council of Management.

Mrs S Johnson

Date:

Madley Pre-School

Approved by the Council of Management.

Madley Pre-School
Notes to the accounts
for the year ended 31 August 2020

1. Accounting policies

1.1. Accounting convention

The accounts are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities.

1.2. Taxation

No provision is made for taxation because of the charitable nature and objects of the company.

1.3. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	-	10% Reducing Balance
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1.4. Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

2. Interests of the Council of Management

None of the members of the Council of Management had any material interest in any contract undertaken by the company during the year.

Madley Pre-School
Notes to the accounts
for the year ended 31 August 2020

3. Tangible assets

	Equipment	Total
	£	£
Cost		
At 1 September 2019	2,166	2,166
At 31 August 2020	<u>2,166</u>	<u>2,166</u>
Depreciation		
At 1 September 2019	217	217
Charge for the year	195	195
At 31 August 2020	<u>412</u>	<u>412</u>
Net book values		
At 31 August 2020	<u>1,754</u>	<u>1,754</u>
At 31 August 2019	<u>1,949</u>	<u>1,949</u>

4. Debtors

	2020	2019
	£	£
Trade debtors	313	292
Other debtors	2,586	-
	<u>2,899</u>	<u>292</u>

5. Current liabilities

	2020	2019
	£	£
Trade creditors	213	712
Taxes and social security costs	6,553	5,541
Other creditors	148	220
	<u>6,914</u>	<u>6,473</u>

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