

Parkside Pre-School
82 Peel Close
London E4 6XQ
Registered charity number: 1031235

Annual Report

1 August 2022 - 31 July 2023

The Pre-School's aims and activities:

- Parkside Pre-School is based at Parkside Primary School, in purpose-built self-contained rooms. It has access to an outdoor play area which enables the children to have free flow play throughout the year. We are also close to a park which is ideal for short visits.
- The Pre-School is open every weekday morning from 9.00am to 12.00pm during term times. It is also open for up to 4 afternoons a week until 3.30pm, depending on demand for places. A lunch club is available. It is registered to take up to thirty-five children per session between the ages of two and four, with most children moving on to nursery in the September after their third birthday. It operates a waiting list system with children being admitted according to their date of birth.
- Parkside Pre-School provides a safe, secure, yet stimulating environment, free from prejudice or discrimination in which all children can discover and explore the world around them and learn from these experiences. At the Pre-School children learn to share and co-operate with other children and adults; work with materials and equipment which may differ from what is available at home. They benefit from the experience of a planned curriculum directed towards the early learning goals.
- Activities are planned to meet each child's individual needs. A settling meeting is held shortly after children start followed by a developmental meeting. Observations on children's progress are made on a regular basis to monitor what is required for each child. We use the Tapestry e-learning journal to record these observations and to help parents/carers keep closely involved.
- The Pre-School operates a key person system where the children are divided into groups named after animals and allocated a member of staff as their key person.
- The Pre-school offers 15-hours of funded childcare for all children aged three and over, it is also able to offer funded places to two-year-olds who fulfil the criteria relating to income and additional needs, and 30-hours for eligible three-year-olds. We work closely with the Nursery at Parkside Primary School in providing 30-hour places for children entitled to this funding. We also have fee paying children.

- Overall management of the Pre-school is the responsibility of the trustees, who are elected and co-opted in accordance with the terms of the constitution, which was last revised on 27 June 2012, from amongst parents/carers of children at the setting.
- Day to day activity is carried out by paid staff and volunteers. We have eleven qualified part-time staff as well as other volunteers and students gaining work experience. A rota ensures there are at least five or six fully qualified (minimum of level 3) childcare workers each session to care for the children in accordance with the appropriate ratios. Two other staff are administrators and there is also a Lunch Club Assistant.

Costs:

- In the financial year to 31 July 2023 our total expenditure was £175,642. Of this £149,895 went on wages, £15,000 on renting the rooms and the rest on play equipment, training, stationery, insurance, internet/phones, groceries, and membership costs etc.

Income:

- The Pre-school's income in 2022/23 was £181,757 with £14,860 raised through fees, £109,986 from FEEE (for 3 and 4-year-olds) and £36,716 from two-year-old funding, the remainder coming from Early Years Pupil Premium, SEND funding and fundraising such as raffles, photo sales, a sponsored bounce and selling handprints.

Reserves:

- It is the policy of the pre-school to maintain a reserve account containing six month's running expenses which is reviewed annually; it holds approximately £118,000 at present. The money held in the account is to ensure continuity of the Pre-school in times of financial difficulty and enables the management committee to meet its financial obligations in relation to staff salaries/redundancy payments, rent and any other debts.

Benefits:

- For most children who come to our Pre-school this is their first time away from their parents/carers. By the time they leave to move on to nursery the evidence is clear – from the children's behaviour, from written reports that are provided for each child and from the feedback provided by parents and their new settings – that the children have benefited from their time at the Pre-school and can take the next step with confidence.

- In planning the Pre-school's management and activities each year the trustees keep in mind the Charity Commission's guidance on public benefit.

Achievements:

- In our most recent OFSTED inspection (February 2020) our rating was 'good'.
- We have been able to continue to provide additional support to children with Special Educational Needs and Disabilities and have also been mindful of the impact that the lockdown may have had on young children and put measures in place to remedy this. Staff have continued SEND training and our SENDCo has completed the Level 3 Award for Special Educational Needs Co-ordinators in Early Years Settings.
- We have been concentrating on mental health and wellbeing both of staff and the children and their families. Our Pre-school Manager has been on training and set up a staff wellbeing box.
- We have continued to employ Casual Pool staff to give us better cover, providing one-to-one support for children with additional needs, more flexibility, and to allow permanent staff non-contact time to progress other duties.
- We continued to celebrate special days such as Chinese New Year, St Patrick's Day, Diwali, Valentine's Day, Shrove Tuesday, Mother's Day and become involved in World Book Day, Christmas Jumper Day, Beep Beep Day, and Comic Relief. We also hold end of term parties each term.
- Our Lunch Club continues to be extremely successful. We run it as a social occasion, where we develop the children's independence and healthy eating. We also have yoga sessions and encourage an interest in recycling.
- The children have enjoyed visits to the Pre-school from Groundswell Arts, as we have participated in their Sing our Story programme, and animals from Zoolab. We have also hatched duck eggs and watched butterflies develop.
- Following the Early Years PDP Building on Success training completed by many of our staff we are continuing to concentrate on Maths within the setting and have purchased new resources. Our manager has started training to become a Maths Champion.

Future plans:

- We are committed to maintaining the high standards shown in our OFSTED inspection and are working towards achieving this again when next inspected.
- Staff are committed to training to refresh and develop their skills. Courses have been identified for next year which include Safeguarding, Safer Recruitment, First Aid, Special Educational Needs, Autism, Violence Against Women and Children, Healthy Eating and Mealtimes.
- The Pre-School continues to keep up with new developments in childcare through its membership of the Early Years Alliance. We liaise with the Nursery and the Primary School, where we are based, to strengthen links, and attend regular meetings with other local Pre-schools and the Local Authority.
- We will continue to review the operation of the Pre-school including timetable, room layout, staff training to best suit the needs of our children and maintain the safety of our children and staff.
- Plans are in place for a refurbishment of our rooms, which will provide an opportunity to re-think our layout and storage, as well as brightening up the environment.
- We intend to extend our provision of funded places to two-year-old children, from working families, from April 2024 and are following advice provided by the Government and Local Authority to make any changes and keep parents informed.
- We are creating the following new staff roles: Maths Champion, Physical Activity and Nutrition Co-ordinator, and First Aid Lead.

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees:



Amanda Hooker
Trustee of Parkside Pre-School

Date: 16 April 2024

Parkside Pre School

Registered Charity number 1031235

Accounts to 31st July 2023

	2023	2022
Income		
Fees	14,860	7,132
2 year old funding	36,716	51,417
3 and 4 year old funding	109,986	82,323
Grant	-	135
Special Needs Funding	14,850	19,826
EYPP	1,214	1,692
Interest	2,162	1,203
Other	300	267
Fund Raising (net)	1,731	2,008
Uniform sales (net)	(62)	(53)
LBWF Training	-	4,348
Total Income	<u>181,757</u>	<u>170,298</u>
Expenditure		
Building Work	408	37
Wages, Ers's NI and pension contributions	149,895	131,604
Staff training	678	599
Payroll costs and DBS checks	648	844
Rent	15,000	15,000
Insurance	1,804	1,378
Play Equipment	1,368	1,640
EYPP	-	239
Office equipment and stationary	1,053	1,543
Telephone and internet	484	582
Covid related cleaning and PPE	47	170
Groceries	103	271
Miscellaneous	2,796	998
Visits	1,358	1,110
Total Expenditure	<u>175,642</u>	<u>156,015</u>
(Deficit)/Surplus for Year	6,115	14,283
Surplus brought forward	257,255	242,972
Surplus carried forward	<u>£263,370</u>	<u>£257,255</u>
Represented by		
Bank	262,758	255,873
Cash	40	2,403
	<u>262,798</u>	<u>258,276</u>
Debtors/accrued income		742
Stock of uniforms at cost	1,504	1,036
Creditors	(932)	(799)
Holiday pay due		(2,000)
	<u>£263,370</u>	<u>£257,255</u>

Approved and signed by

Chair



Print name

Date

ANAMJA HOOKER
26th February
2024

Treasurer



Print name

Date

Rakeela Hussain
28/02/2024



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity: PARKSIDE PRE-SCHOOL

On accounts for the year ended

31 JULY 2023

Charity no (if any)

1031235

Set out on pages

1 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 1st Feb 2024

Name: MRS J READER

Relevant professional qualification(s) or body

ACA (Resigned)

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.