

Parkside Pre-School

82 Peel Close

London E4 6XQ

Registered Charity Number: 1031235

Trustees' Annual Report

Period Covered: 1 August 2023 – 31 July 2024

Charitable Aims and Activities

Parkside Pre-School operates from purpose-built, self-contained premises within Parkside Primary School. It benefits from direct access to a secure outdoor play area and proximity to a local park, enabling year-round outdoor learning.

The Pre-School opens every weekday during term time from 9:00am to 12:00pm, and on four afternoons per week until 3:30pm. A lunch club is also offered. We are registered to care for up to thirty-five children per session, aged two to four. Most children transition to nursery in the September following their third birthday. Admissions are based on a waiting list system determined by date of birth.

Our setting provides a safe, inclusive, and stimulating environment free from prejudice and discrimination, supporting each child's individual development through a planned curriculum aligned with the Early Years Foundation Stage (EYFS). Children are supported to share, cooperate, and explore new materials and experiences.

We implement a key person system, where each child is assigned a named staff member within a small group. Activities are tailored to individual needs, and children's development is closely monitored using the Tapestry e-learning journal, ensuring strong communication with parents and carers.

Parkside Pre-School offers 15 or 30 hours of funded childcare for all eligible 3–4-year-olds and qualifying 2-year-olds. We also accept fee-paying children. We collaborate with Parkside Primary School's Nursery in offering 30-hour places to three and four-year-olds.

The overall management of the Pre-School is the responsibility of the trustees, who are elected or co-opted in accordance with our constitution (last revised June 2012) from among parents and carers. Day-to-day operations are managed by the Pre-school Manager with a team of ten qualified part-time staff, and occasional volunteers, supported by

administrative staff and a Lunch Club Assistant. Staffing levels are maintained to meet regulatory ratios, with a minimum of five to six qualified childcare workers present at each session.

Financial Review

Expenditure:

Total expenditure for the year ending 31 July 2024 was £204,882, including:

- Staff wages: £171,617
- Rent: £21,500
- Remaining funds: Used for resources, training, insurance, groceries, communications, and membership fees.

Income:

Total income for the year was £218,151, comprising:

- Fees: £19,607
- FEEE (3 & 4-year-olds): £95,682
- FEEE (2-year-olds): £60,842
- Additional income: Early Years Pupil Premium, SEND funding, interest, and fundraising activities including raffles, photo sales, sponsored events, and crafts.

Reserves Policy

In line with our reserves policy, we maintain a fund equivalent to six months of operating costs, reviewed annually. As of 31 July 2024, this reserve totals approximately £123,000. These funds ensure continuity of service during unforeseen financial pressures, covering staff costs, rent, and liabilities.

Public Benefit

The trustees confirm they have complied with the Charity Commission's guidance on public benefit in planning the Pre-School's activities. For many children, this is their first experience away from parents/carers. Feedback from receiving settings and families consistently indicates that children leave us well-prepared for their next stage of education.

Achievements in 2023–2024

- Maintained a 'Good' rating from our latest OFSTED inspection (February 2020).
- Continued strong support for children with SEND, enabled by inclusion funding and EHCPs.

- Prioritised mental health and wellbeing of children, families, and staff.
- Maintained use of Casual Pool staff to provide additional flexibility and one-to-one support.
- Celebrated a range of cultural and community events, including Chinese New Year, Diwali, World Book Day, and more.
- Lunch Club remains a success, fostering social skills, independence, and healthy eating.
- Enrichment activities included visits from Groundswell Arts, Zoolab animals, and interactive nature experiences like hatching duck eggs and observing butterflies.
- Introduced new roles: Maths Champion and First Aid Lead.
- Launched a tooth brushing programme at Lunch Club with appropriate staff training.

Plans for the Future

- Maintain high standards in preparation for the next OFSTED inspection through regular staff training and self-evaluation.
- Continue professional development in areas including Safeguarding, SEND, Autism, Prevent Duty, and more. One staff member will begin the Level 5 Early Years Lead Practitioner qualification.
- Join the Early Years Conversation Project with Durham University.
- Strengthen links with Parkside Primary School and collaborate with the Local Authority and national early years organisations.
- Review operations termly, including room layout, training needs, and timetable adjustments, to best meet children's needs.
- 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 15-hour funded places for two-year-old children from working families from April 2025 then extending this to provide 30-hour funded places to all eligible children of working families, from September 2025 and are following advice provided by the Government and Local Authority to make any changes and keep parents informed.
- Introduce new roles: Oral Health Champion, Physical Activity and Nutrition Coordinator, and Sustainability Officer.
- Invest in new outdoor equipment, including a teepee, slide, and water play area, while reviewing the garden layout.

Trustees' Declaration

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees:

A handwritten signature in blue ink, appearing to read 'A Hooker', written in a cursive style.

Amanda Hooker

Chair of Trustees

15 May 2025

Parkside Pre School

Registered Charity number 1031235

Accounts to 31st July 2024

	2024	2023
Income		
Fees	19,607	14,860
2 year old funding	60,842	36,716
3 and 4 year old funding	95,682	109,986
DAF	3,553	
Grant		-
Special Needs Funding	28,599	14,850
EYPP	1,371	1,214
Interest	4,636	2,162
Other	2,306	300
Fund Raising (net)	1,590	1,731
Uniform sales (net)	(35)	(62)
Total Income	<u>218,151</u>	<u>181,757</u>
Expenditure		
Building Work		408
Wages, Ers's NI and pension contributions	171,617	149,895
Staff training	1,833	678
Payroll costs and DBS checks	507	648
Rent	21,500	15,000
Insurance	1,787	1,804
Play Equipment	2,126	1,368
Office equipment and stationary	1,578	1,053
Telephone and internet	530	484
Cleaning and PPE	286	47
Groceries	156	103
Miscellaneous	2,275	2,796
Visits	687	1,358
Total Expenditure	<u>204,882</u>	<u>175,642</u>
(Deficit)/Surplus for Year	13,269	6,115
Surplus brought forward	263,370	257,255
Surplus carried forward	<u>£276,639</u>	<u>£263,370</u>
Represented by		
Bank	279,826	262,758
Cash	115	40
	<u>279,941</u>	<u>262,798</u>
Stock of uniforms at cost	1,698	1,504
Creditors	(5,000)	(932)
Holiday pay due		
	<u>£276,639</u>	<u>£263,370</u>

Approved and signed by

Chair



Print name AMANDA HOOKER

Date

8th May
2025

Treasurer



Print name

Date

RAHEELA HUSSAIN
08/05/2025



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

PARKSIDE PRE-SCHOOL

On accounts for the year ended

31st JULY 2024

Charity no (if any)

1031235

Set out on pages

(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 31st July 2024.

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:

23-05-2025

Name:

JANET READER

Relevant professional qualification(s) or body

ACA (Resigned)

(if any):

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Address:

NEW POND FARM , NEW POND HILL,
HEATHFIELD, TN 2101X

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.

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