

## St Malo Under 5's Centre: Trustees Annual Report 2019/2020

### Administration Details

<b>Charity Name:</b>	St Malo Under 5's Centre	
<b>Registration Number:</b>	1033670	
<b>Address:</b>	St Malo Under 5's, Belle Cross Road, Kingsbridge, Devon, TQ7 1NL.	
<b>Contact Number:</b>	01548 854038	
<b>E-mail:</b>	stmalounder5s@btinternet.com	
<b>Trustees:</b>	Jo Luscombe Michelle Jordan Theresa Marshall Sandra Hart Kate White Chloe savage	Chair Secretary Treasurer Trustee Trustee Trustee

### Charity structure and management

Type of governing document:	Constitution adopted in 2011 based on the Preschool Learning Alliance Constitution
How the charity is constituted:	Trust consisting of a minimum of 5 committee members and maximum of 12
Trustee selection method:	Trustees are appointed or reappointed annually at the AGM which is held in September

### Aims

To provide a secure, happy and stimulating environment where each child can build a positive self image and develop into a confident, eager and enthusiastic learner.

### Activities and objectives

Objectives	Activities
Continue to develop and build upon an existing home/school relationship with parents/carers and children	Preparing & distributing welcome packs Parents evenings Inviting parents to help with trips out/ activities with the children Develop the preschool website Hold fundraising events throughout the year where parents are invited to help and take part

To enable children to learn in the context of their everyday experiences	Exploration of the natural world of plants and animals Cooking and baking activities Art e.g. drawing, painting and crafts Role play
Improve and encourage the use of the outdoor space	Purchase a cover for the decking funded by money raised from fundraising events Upgrade the existing grass play area Install a small fence around the decking
Enable the children to learn through play and identify how we can help each individual child reach their full potential	Completion of each child's learning journey

### **Achievements and Performance**

This year we have purchased a books for reading area so the children can enjoy reading, we are always trying to keep the outdoor space up to-dated or the children to have fresh air and fun. All equipment purchased supports the children's imaginative and physical development.

We have had a year filled with fun and activity at St Malo's and we are pleased to be at full capacity with 75 children on the books, with the odd half day session available.

The children made buns on children in need.

Christmas is always a busy and exciting time at St Malo for the children and staff.

- Decorations were made by the children for the St Malo Christmas tree at the Methodist Hall Christmas Tree Festival.
- The annual Christmas fundraiser was held in the Market Hall alongside Kingsbridge Celebrates Christmas. £1183.70 was raised on the day and a huge thank you needs to be given to all the volunteers who helped organise the event and who helped on the day. The event was a great success and we received positive feedback.
- We visited Dodbrooke Church where we held our brilliant nativity play. The staff worked hard to ensure the nativity was well organised and the children were on their best behaviour. The church was full of family and friends of the children and everyone enjoyed the Christmas carols.
- A Christmas party was organised at st Malo's where the children enjoyed a disco and a visit from Father Christmas. The children were thrilled to see Father Christmas and were called up individually to receive their present.
- Valentine's Day was celebrated with the kids baking some very yummy jam tarts which also tied in with our nursery rhyme topic too.

- The kids celebrated pancake day with pancakes for snacks high they loved decorating and eating.
- The children were asked to join in world book day and dress up as their favourite book or character. And all received their £1 book token.
- We showed the children the importance of washing hands with soap, with the help of a bowl of water and pepper.

The Spring and Summer term saw us unfortunately have to close due to covid19.

We opened for the last 6 weeks of summer term, just for the ones moving up to primary school to help with the transition.

Financial review including details of the reserves policy

We currently hold funds of £63,599.60 These funds are held in order to meet any unforeseen expenditure. We aim to hold a reserves policy of £35,000 at the end of the financial year.

**Declaration**

The Trustees declare that they have approved the Trustees report above.

Signed on behalf of the charities trustees:

Signature(s)	
Full name(s)	Michelle jordan
Position	Secretary

Date	30th August 2020
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