

Alphabets Pre-School
Botley

(September 2023 - August 2024)
ANNUAL REPORT

Annual General Meeting
Monday 17th March 2025, 8pm.

Staffing

During this financial year we said goodbye to Shelley, Hazel, Helen W and Michelle as they moved on to new ventures.

Pre-school Manager - Mandy Searle

Pre-school Deputy Manager/Senco - Helen Hall

Practitioner - Sarah Fisher

Practitioner - Emma Jewell

Practitioner - Amanda Hunt

Alphabets Management Committee

These were the volunteers who made up the committee, helping the staff team to run Alphabets for the year September 2023- August 2024. Alex and Heather resigned at the end of the year as their children left to start school. We are currently looking for new volunteers to help us and need to recruit a Chairperson and secretary.

Chairperson - Vacancy

Secretary - Vacancy

Treasurer - Kate Mckillen

Member - Becky Morgan-Walsh

Member - Philippa Tanaka

Member - Vacancy

Manager's report

We have had another busy and successful year at Alphabets Pre-school.

Staff changes are -

Shelley left in May 2024

Hazel left in March 2024

Helen W left in July 2024

Michelle left July 2024

We have had 3 new members of staff –

Emma started Alphabets in September 2024

Amanda H started Alphabets in September 2024

Georgina started Alphabets in September 2024

Numbers at the start of September 2023 were low, this improved steadily over the course of the year and did reach full capacity by the end of the summer term on all our days Alphabets is open.

In March 2024, Alphabets had Ofsted visit to do the full inspection – Ofsted looked at Alphabets Curriculum, planning, provision, children's development / learning and Senco provision. The outcome in all areas was Good this is a very positive result.

We had two recommendations. –

“support staff to consistently help children to understand the expectations for their behaviour and the impact of this on others.”

“sharpen arrangements for monitoring staff practice, to enable more-focused support on enhancing their teaching skills further.”

All the team are working hard to continually work towards the recommendations as outlined by Ofsted.

During the spring term Alphabets used EYPP money to purchase wooden round tables and chairs to help create a more natural and calming environment for the children and to help encourage and support communication and social interactions. Alphabets also purchased two water activity centres for the garden – one was a coloured water wall and the other was a wooden water tray which the children loved playing with during the summer months.

During the Summer Term Alphabets children and staff had a sponsored walk around the recreation area which all the children really enjoyed. The money raised, along with other fundraising, was used to buy an inside sand tray.

We have continued to be a happy stable team who are very dedicated and committed in building secure relationships with all children and parents. All staff continue with their professional development through online training and regular staff meetings.

Finally, I would like to thank the Alphabets team and Committee for their continued support and hard work over the past year and also all the families who attend with their children and support the pre-school.

Amanda Searle, Pre-school Manager.

Finance report

Alphabets finished the financial year with a balance of £14,183. This was made up of £26,142 brought forward from the previous year and a loss of £11,959 from this year.

Our total income was £109,088. This is mainly made up of fees, fundraising & grants.

Our total expenditure was £121,047. This was mainly spent on staff wages, rent, insurance and equipment.

We made a loss this year as we had increases to rent, wages, pension contributions and the cost of living increases.

We raised £600 through our fundraising events this year. This money all goes to improving equipment and facilities for the children.

We continue to fund the training and development of our staff to ensure we have an experienced and well qualified team providing good quality care and education for the children attending Alphabets.

Overall, we are in a good financial position but as costs continue to increase, we will be monitoring the situation on a regular basis to ensure that Alphabets remains in a safe and secure financial position.

Kate Mckillen
Treasurer

ALPHABETS PRE-SCHOOL, BOTLEY

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024



ALPHABETS PRE-SCHOOL

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ALPHABETS PRE-SCHOOL

Annual Report
For the Year Ended 31 August 2024

The managing committee present the report for the year ended 31 August 2024.

The members of the managing committee who acted as trustees of the charity during the year were:

Becky Morgan-Walsh
Kate McKillen
Sarah Grove
Philippa Tanaka

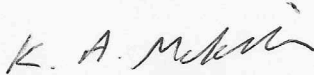
The managing committee members are elected or appointed on an annual basis with the officers being elected from the membership of the managing committee. The Annual General Meeting is held during March.

The charity was established on 1st March 1994 and is registered with the Charity Commission, No. 1036169. The Charity's address is 15, Sovereign Drive, Botley, Southampton, SO30 2SR.

Objects, Organisation and Activities.

The charity is established for the provision of safe and satisfying group play for the promotion of the education of pre-school children.
The committee's aim is to retain sufficient reserves to enable the pre-school to meet its objectives.

On behalf of the managing committee



.....
Kate McKillen
Management Trustee

Date 4/11/2024

ALPHABETS PRE-SCHOOL

Independent Examiner's Report to The Trustees of the Alphabets Pre-school, Botley

I report on the accounts of the Trust for the year ended 31 August 2024, which are set out on pages 3 to 5.

Respective responsibilities of trustees and examiner.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2)) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145(1)(a) of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners of the 2011 Act: and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General directions given by the Charity commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention.

1. Which gives me reasonable cause to believe that in any material respect the requirements
 - To keep accounting records in accordance with Section 142 of the 2011 Act; and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Stuart Delmege ACA

ALPHABETS PRE-SCHOOL

Notes to the Accounts For the Year Ended 31 August 2024

1. Accounting policies

General

The accounts have been prepared under the historical cost convention on a receipts and payments basis and in accordance with the applicable accounting standards, the Statement of Recommended Practice on Accounting by Charities and the Charities Act 2011.

2. Trustee's Remuneration and Expenses

No remuneration directly or indirectly out of the trust funds of the charity was paid or is payable for the year to any trustee or to any person known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year from the trust fund.

ALPHABETS PRE-SCHOOL

Receipts and Payments Account for the year ended 31 August 2024

	2024	2023
	£	£
RECEIPTS		
Fees	108,074	103,464
Fund raising	627	1515
Uniform	87	80
Grants/donations	0	12,619
Food voucher grant	150	150
Deposits	150	275
Sundries	0	89
	109,088	118,192
LESS PAYMENTS		
Direct costs		
Uniform	656	523
Activities	382	475
Refreshments	288	317
Cleaning	55	124
Post & stationery	52	44
Printing/photocopying	0	59
Rewards for volunteers	25	45
Staff incentive scheme	620	594
Food vouchers	150	150
Sundries	19	0
	2,247	2,331
Overheads		
Wages	94,776	92,346
Insurance/rent	10,437	9,820
Fundraising	20	46
Equipment/resources	6,552	12,522
Telephone/internet	761	749
Sundries	433	502
Training	1,198	853
Accountant	893	840
Pension	3,663	3,422
Bank charges	67	74
	118,800	121,174
YEAR PROFIT/LOSS	-11,959	-5,313

ALPHABETS PRE-SCHOOL

Statement of Assets and Liabilities As at 31st August 2024

	31.8.24	31.8.23
Bank Account HSBC	£14,183	£26,142
Plus cash left in petty cash	£0	£0
<u>TOTAL</u>	£14,183	£26,142

REPRESENTED BY:

Balance brought forward	£26,142	£31,455
Year Loss/profit	-£11,959	-£5,313
Balance carried forward	£14,183	£26,142

On behalf of Alphabets Management Committee

K A Mckillen

.....
Kate Mckillen - Treasurer

Becky Morgan - Walsh

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ALPHABETS PRE-SCHOOL, BOTLEY

STATEMENT OF ACCOUNTS

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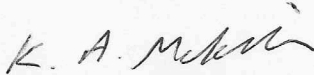
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Kate Mckillen - Treasurer


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