

## **Ickford Pre-School Manager's Report - 2020-21**

The academic year 2020-21 was as interesting and disrupted as the last 6 months of 2019-20 with continued covid-19 concerns and resulting restrictions. However, staff, children and parents/carers rose to the challenges again and we managed to finish the year with no confirmed covid cases in the setting and healthy, happy children. The leavers skipped off to school with confidence and enthusiasm, leaving staff bereft at their departing but looking forward to coming back to very busy sessions in September.

Our year was packed with fun experiences for the children including learning about ocean life and seaside activities (we role-played in an ice-cream parlour and a chippy!), exploring our revamped mud kitchen, celebrating different festivals including Diwali and Chinese New Year, our annual Autumn walk hunting for nature's treasures and of course, dressing up for World Book Day. Despite the restrictions, we were delighted to actually make our summer outing to Bekonscot model village, which was only possible due to the large number of parents keen to join us on a hot June day. The children were absolutely angelic and many fell asleep on the journey home - a sign of a great day out!

To remain within statutory ratio rules, we took on Angela and Sarah, as unqualified childcare assistants in pre-school and some after school clubs. Sarah has SEN experience and Angela has worked with a wide range of ages in her Irish dancing school, so both have brought extra skills to the team. We remain committed to ongoing professional development. Sharon embarked on her Level 3 qualification, funded mostly by the local authority; Every staff member has had paediatric first-aid and safeguarding training; We have three designated safeguarding officers and all staff have undertaken Prevent Duty FGM training. It remains tricky to access enrichment courses in person but online training has continued where possible and staff have networked virtually with other practitioners, sharing ideas with them. We pride ourselves on a staff team who are keen to further their knowledge.

Despite not being able to hold our normal fundraising events (Autumn party, Christmas fayre, Easter fayre and sports day) we managed to practise a nativity with the children, held a successful virtual raffle of different 'hampers' and took the children to the recreation ground to hold our scaled-down mini-Olympics.

We ended the academic year 2021 knowing that we were going to be very busy in September and going onwards through the year, with a good profit considering the enforced reduction/closure of sessions. Despite the cancellation of annual fundraising events we raised nearly £400 more than our target thanks to the generosity of families/local businesses who donated items for raffles and purchased Christmas cards and other items designed by their children.

It would be impossible to finish this report without thanking everyone for their support, hands-on help and ideas. Firstly, to the dedicated, and often exhausted, staff who make the setting an exciting, warm and friendly setting, as well as to the parents/carers for their ongoing feedback, words of thanks and for entrusting their children to our care. Secondly to the committee, new and older members, who volunteer their time to attend meetings and throw ideas around as well as ensuring we are compliant in all areas. Last but not least, to my wonderful deputy manager, Sue, who is never off-duty and always willing to muck in no matter what I throw at her, and Crystal, who copes so well with endless emails and photos of our 'sessions' book whilst working from home. I really couldn't function without such a fab team! Thank you x

## Ickford Preschool Incorporating After School Club

### Treasurers Report, November 2021

2020 was off to a good start in September, schools were fully opened again. We had a full team of staff back in Preschool.

It was lovely to see our preschool children return and we welcomed lots of new starters. Unfortunately, in January, schools were closed again due to the Covid pandemic. This luckily did not affect the children in preschool, as Early Years were allowed to continue as normal. Although, it had a huge impact on our After School Club as our Primary School aged children could not attend.

Ickford Preschool income comprises of two main contributors, fees from parents and funding from Buckinghamshire Country Council, this year totalling, £134,369.

ASC fees totalled £25,434 for the year. We offer a hot meal to the children attending After School Club, this totalled £2,518. From January to March, we saw over a 50% decrease in fees due to the closure of the Primary School.

Breakfast club wasn't as badly affected as the After School Club, but a slight decrease on the usual intake over this period of time, with takings of £6,085.

The amount of fundraising was also reduced over the pandemic, although we were faced with lots of restrictions, we still raised £615.

Zoe Roger's is one of our newest members of staff. Zoe was taken on as extra cover over the last few months of the previous academic year and at the start of September 2020, she came back as an apprentice. Zoe is now working towards her Levels 2 and 3 Qualifications for Early Years. We were able to apply for a fully funded grant for Zoe's further education.

We are also delighted that Sharon Fake has decided to develop her Early Years qualifications and study for her Level 3. We were able to apply for a £2000 grant towards this.

Our expenditure totalled £159,325; the majority of which was staff wages and associated employment costs at £121,724. We have seen an increase in the national living wage and increased living costs.

Our forecast indicates that our 2021/22 income should cover our increased annual costs and become a successful year ahead but we need to be cautious. We have lots of new children starting and already full in some sessions.

To continue to absorb the financial impact of these increases, we are planning to increase our fees in 2022 and review our wages, whilst budgeting to make sure we are financially viable.

### Summary

The Preschool has two bank accounts, a current account and a savings account. We started the academic year with a credit balance across the two bank accounts of £39,848.98.

As at the end of 31<sup>st</sup> August 2021, the current account had £34,338.75 and the saving account balance £17,632.26; totalling £51,971.01.

The income, less costs resulted in a surplus at the end of the year of £11,982.

Elizabeth Beckett

Treasurer for the committee

Ickford Preschool, Incorporating After School Club



**ICKFORD PRE-SCHOOL INCORPORATING AFTER SCHOOL CLUB**

**ACCOUNTS**

**FOR THE YEAR ENDED 31ST AUGUST 2021**

# ICKFORD PRE SCHOOL PLAYGROUP INCORPORATING AFTER SCHOOL CLUB

*FOR THE YEAR ENDED 31 AUGUST 2021*

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# ICKFORD PRE SCHOOL PLAYGROUP INCORPORATING AFTER SCHOOL CLUB

## Independent Examiner's Report to the Trustees of Ickford Pre-School Incorporating After School Club (Charity number 1036452)

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I report on the accounts of the Charity for the period ended 31 August 2021, which are set out on page 3.

### 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Charities 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 general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

### 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 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

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Robert G McKinney CTA

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Date

**RGM Accountancy & Taxation Services Limited**  
**10 Station Yard, Tiddington, THAME. OX9 2FG**

**ICKFORD PRE SCHOOL PLAYGROUP INCORPORATING AFTER SCHOOL CLUB**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

	2021		2020	
	£	£	£	£
<i>Receipts and Payments Account</i>				
<b>RECEIPTS</b>				
Preschool Fees		163,346		123,194
Grants		7,168		3,579
Donations/Fundraising		1,048		421
Miscellaneous Income		113		13,872
		171,674		141,066
<b>PAYMENTS</b>				
Wages & Salaries	119,627		99,480	
Pension Contributions	3,704		4,203	
Training	2,984		378	
Professional Fees & Licences	3,139		2,757	
Catering (Children)	6,401		3,594	
Materials (essentials)	2,919		2,278	
Learning materials	5,849		5,293	
Rent & Rates	9,168		6,043	
Light and heat	1,530		1,532	
Phone & Broadband	505		695	
Equipment	1,747		4,388	
Administration - Stationery	460		767	
Uniforms	409		367	
Repairs and maintenance	611		850	
Miscellaneous Expenses	641		1,007	
		159,692		133,632
<b>Surplus for the year</b>		11,982		7,434
<b>Funds brought forward</b>		39,989		32,555
<b>Funds carried forward</b>		51,971		39,989

*Statement of Assets and Liabilities*

**Cash Funds**

Cash at bank - C A F	34,339	24,617
Cash at bank - Lloyds Current Account	17,632	15,232
Cash Account	-	140
	51,971	39,989
	51,971	39,989

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Trustee

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Trustee

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Date

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Date