

## **St Helen's Pre-School Chair's Annual Report 2012**

### **Children**

- We have 23 families attending the setting and 24 children registered.
- The children attend a balance of sessions across the week, although we continue to monitor this to ensure an even distribution.

### **Sessions**

- After an evaluation of income and expenditure we took the decision to stop the lunch clubs as they were no longer financially viable.
- We have also changed the time of the Monday afternoon session in line with the length of a grant session.
- We have two forest school sessions, Monday afternoon and Thursday morning.

### **Staff**

- Sadly this year we had to say good bye to one member of staff who left us for new challenges and her post was shared among existing staff.
- As a committee we must say a huge thank you to the staff who have worked hard to ensure that all of the children continue to thrive and develop to their full potential.
- We are in the process of updating all of the staff job descriptions and drafting a recruitment policy.
- All staff have or are in the process of having their CRB check updated in line with Government / Ofsted Guidelines.

### **Curriculum Development**

- As we meet so the staff are implementing and getting their heads around the changes to the EYFS.
- We developed our links with St Helen's School this year through attending their Nativity Play and sharing Forest School sessions with children in Reception.
- We also began to use part of the school site for Forest School sessions on a Monday afternoon.

## **Fundraising and Community Events**

- We had a very successful Halloween Party at the Cricket Club- a big thank you to Clarie Shaw for organising it.
- We have sold books at pre-school and at other places / events- a big thank to Ian and his family for arranging that.
- Thank you to Paul and Siobhan for coming with me on a very cold Saturday night in December to escort Father Christmas around Thornbury with the Round Table.
- We had a Fun Saturday Afternoon with a treasure hunt around the village, with cakes, face painting, raffle and craft activities. A big thank you to everyone a team effort.
- We sold cakes and made jubilee craft activities at the Village Jubilee Day in June. Thank you to all of those who sent in and made some delicious cakes and to Molly and her friend for their facepainting.
- In total during the course of the year we raised £1690.
- We have ensured that we have written articles for the Helmet and the Gazette to raise our profile.
- We have approached local businesses for donations
- We applied for and were successful in securing a Grant from Alveston PC

## **Website**

Paula has continued to do a fantastic job in keeping the website up to date and looking fresh. She has done a brilliant job at keeping on top of the technical stuff like cookies –that are way beyond me!

## **Jubilee Hall**

- We have continued to work with the Hall Committee and have been supported by Paul who has acted as a representative on both committees.
- We have had a new kitchen fitted and upgrades in the toilets!
- We continue to be in discussion with them Hall Committee regarding the use of “Freezer Drapes” for the hall doors.

## **Finances**

- A big thank you to Mike and Siobhan for taking on the roles and managing our money so well this year.
- As a committee we are pleased to say that we have ended this year with a profit of £5201, and so consequently new resources are being ordered and during the course of the year major items such as waterproof trousers have been replaced.
- We feel that this has been in part to the fundraising that we have done but also ensuring that our numbers have remained good.

- The finances of a small preschool like this will always be precarious and we have needed to be mindful of what gets spent during the year and it will be important for the future committee to do so.
- We found that it has helped to have a break even spread sheet that enables us to see session by session where the money is going.
- We feel that there are further ideas for both fundraising and grant funds out-there that could be secured.

### **Committee**

- A massive thank you to all the committee volunteers without whom there would be no preschool. All of their hard work behind the scenes enables the staff to continue to do the excellent job of developing our children.
- Big thank you to Tricia who guides the committee through the year and helps us novices understand a tiny amount of what is like to run a preschool. As well as a thank you to all the staff for their dedication to the preschool and children.
- I wish the committee and the preschool every success for the future.

Hannah Fugill