



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	1 st	Sept	2018		31 st	Aug	2019

Section A Reference and administration details

Charity name

Happy Hands Pre-school & Childcare

Other names charity is known by

Registered charity number (if any)

1104689

Charity's principal address

McIntyre Road

Stocksbridge

Sheffield

Postcode

S36 1DG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Maureen Aldous			Committee
2	Mrs Carol Foster			Committee
3	Mrs Philomena Washington			Committee
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Early Years Alliance
Trustee selection methods (eg. appointed by, elected by)	By the committee

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide a quality educational experience in a safe, secure and stimulating environment. Our aim is to give each child opportunities to be creative, to learn and grow through play. Parents are valued and respected, consulted and kept informed. They are also encouraged, involved and included as members of our setting.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

There are two main sessions per day for local children. We offer free nursery places for 3-4 year olds. Younger children from 2 years are accepted through the 2-year free early learning plus can be fee paying. Happy Hands offers children appropriate play and educational experiences in conjunction with the governments Early Years Foundation Stage Curriculum.

We are committed to creating an environment for all individuals which provides equality and fairness to all, regardless of race, culture or religion.

We are regulated by Ofsted and adhere to all relevant health and safety regulations. We are also members of the Early Years Alliance.

Happy Hands also offers local families wrap around care through a breakfast and out of school club each day prior to and following nursery sessions.(7.45am – 6pm)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Our wonderful year has been filled with keen, eager and extremely confident children who have helped shape our OUTSTANDING provision even more. Their confidence has inspired all the staff to foster and nurture a culture of learning in a diverse manner. This year we have embarked on many new ventures, bringing opportunities and enjoyment to everyone and building a strong team.

The children taking up the Extended Free Entitlement has continued to help our provision be sustainable giving extra money for nursery staff enabling 3 at each session. This helped with our further development of the outdoor provision where one member of staff fully equipped for all weathers took up the challenge remaining outside all day for cohorts of children to fully experience our outdoor space.

Gardening has been a successfully varied experience with the challenge to keep something growing in and outside nursery all year round. We harvested our garden produce of carrots, tomatoes, potatoes and runner beans with great enthusiasm. At St. Ann's Harvest Festival, we began our performing arts careers by presenting to all the school at assembly our Harvest song, "Clap along to the Harvest beat".

Working hard with parents this year, encouraging and building strong relationships we have had fun together whilst presenting Coffee & Chat sessions including: - Sharing Stories and Rhymes: All about Maths: Playdough and the Road to School. Feedback showed that this was 'really useful', 'very helpful and inspiring', 'great tips' and 'fun'. These will now be every half term on different days to accommodate everyone.

Seeing how enthusiastic and able the children were, we then went on to bigger projects and presented our very first Nativity performance. Happy Hands was full of excited parents, family and friends who supported us all with purchases of raffle tickets, coffee and biscuits whilst patiently waiting to see our acting, singing and dance movements.

Our meticulous planning has included a wider source of activities, adding to the successful attainment of our EYFS curriculum. An ambulance visit, Pentecost walk with school, Storm & Cloud baby lambs and extensive exploration of our outdoor environment with a staff member now being outside all day. The purchase of appropriate clothing has helped everyone's total enjoyment. Within this, preparation for the new Ofsted inspection framework and the start of the 3 I's, Intent, Implementation and Impact are becoming a natural way of thinking.

We have a regular music volunteer who plays guitar and sings with the children a wide range of nursery rhymes as well as Folk and Irish melodies. This encouraged staff training with Music in the Round and we welcomed the Concerteenies to Happy Hands who made the story Engine Engine come to life with live music alongside the children's participation with scarves and shakers, enhancing enjoyment and learning.

Taking part in the Valley Music Festival showed our children's excellent behaviour, attention and listening skills at the High Schools fantastic performance. There wasn't a dry eye in the house.

We achieved the Sheffield Healthy Early Years Status HAY award this year, helping to keep all our children Active, Happy, Healthy and Safe. Regular information for parents and an Oral Hygiene training was given to staff and parents. Through this we now have a tooth brushing club daily for the children.

TRAINING this year has included: - Critical Evaluation: New guidance for Ofsted; Planning for teacher led & child initiated learning; Leadership & Management; Healthy Early Years; Oral Health; Paediatric First Aid; Music in the Round; The unique Child; Making Stories Musical; on line Food Hygiene; Group training by the Early Years Alliance for the committee; Group Safeguarding which included all staff and committee members completing online Safeguarding training.

The lease was renewed with the Diocese of Hallam, Sheffield

Section E

Financial review

Brief statement of the charity's policy on reserves

These are held primarily to accommodate: -

- Re-design of outdoor play area
- Extension to accommodate a 2-year-old room

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

M. Aldous

Full name(s)

Maureen Aldous

Position (eg Secretary, Chair, etc)

Chair

Date

15/05/2020



Happy Hands Pre School and Childcare			No (if any)	
Receipts and payments accounts				
For the period from	Sep-18	To	Aug-19	

CC16a

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Nursery Income	-	-	-	79,485	86,563
Club	-	-	-	29,528	31,327
Fundraising/grants	-	-	-	843	1,555
Milk	-	-	-	528	404
Uniform	-	-	-	286	831
Other	-	-	-	777	-
Building Society Interest	-	-	-	20	18
	-	-	-		-
Sub total (Gross income for AR)	-	-	-	111,467	120,698
A2 Asset and investment sales, (see table).					
	-	-	-		-
	-	-	-		-
Sub total	-	-	-		-
Total receipts	-	-	-	111,467	120,698
A3 Payments					
Wages & Inland revenue	-	-	-	85,764	79,539
Payroll/NEST	-	-	-	3,358	1,750
Rent, rates & water	-	-	-	2,512	3,556
Utilities	-	-	-	2,339	2,051
Insurance	-	-	-	1,310	1,158
Equipment	-	-	-	3,656	3,226
Petty cash inc snack/post/travel	-	-	-	3,150	2,800
Uniform	-	-	-	1,049	819
Maintenance	-	-	-	710	3,666
ABS Leasing	-	-	-	939	1,043
Computer	-	-	-	292	4,677
Other	-	-	-	3,922	2,416
	-	-	-		-
Sub total	-	-	-	109,001	106,701
A4 Asset and investment purchases, (see table)					
	-	-	-		
	-	-	-		
Sub total	-	-	-		
Total payments	-	-	-	109,001	106,701
Net of receipts/(payments)	-	-	-		
A5 Transfers between funds	-	-	-		-
A6 Cash funds last year end	-	-	-		-
Cash funds this year end	-	-	-	2,466 ⁰	327

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Nat west	-	46,959	30,528
	Britannia Building society	-	18,074	18,036
		-	-	-
	Total cash funds	-	65,033	48,564
(agree balances with receipts and payments account(s))		OK	Agreement	Endor
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
St. Ann's Happy Hands Pre-school

On accounts for the year
ended

31/08/19

Charity no
(if any)

1104689

Set out on pages

1

(remember to include the page numbers of additional sheets)

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 Commission (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 statement

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 (other than that disclosed below *)

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.

* Please delete the words in the brackets if they do not apply.

Signed:

Robert Palmer

Date:

15/05/2020

Name:

Robert Palmer

Relevant professional
qualification(s) or body (if
any):

Association of Chartered Certified Accountants

Address:

43 Studfield Hill

Sheffield S6 4SH

Section B**Disclosure**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.