

This report (2018) is based on the Children's Centre Information Booklet, compiled by Jonathan Davey, the Centre Manager, and other records and information as appropriate.

## The objectives of the Centre are-

*To advance the education and development of children under statutory school age within Cleethorpes, North East Lincolnshire, by providing and assisting in the provision of educational opportunities for such children.*

## Board Members

<b>Name</b>	<b>Position</b>
<b>Mrs C Lamming</b>	<b>Chairman &amp; Treasurer</b>
<b>Mr R Grayson</b>	<b>Director</b>
<b>Mrs A Boyers</b>	<b>Secretary</b>
<b>Mr Keiron Lamming</b>	<b>Director</b>
<b>Miss A Darnell</b>	<b>Director</b>

## Background

St Peter's Children's Centre is a 65-place facility, which was conceived as an integral part of St Peter's Community Learning Centre. It is on the site of St Peter's CE Primary School and the neighbouring St Peter's Church Hall, and was opened to its first children in September 2002. There are approximately 108 children registered at the Centre at the time of writing (December 2018).

## Planning

The Centre's planning is linked to the updated Early Years Foundation Stage and Ofsted Framework. These incorporate age and stage specific activities, thereby meeting each child's individual needs. The activities are play-based, to allow high levels of individual learning and spontaneity. We implement a system of compiling individual learning journeys which will follow each child into their chosen Reception class.

## The Centre

Our Centre comprises of Sam's room offering care from birth to two years, with a separate snooze room. It is fully equipped to accommodate up to nine babies.

When a child reaches two years of age, they join Jame's Room, which is designed and equipped specifically with the younger two year olds in mind. We also have the Ladybird room which is for our rising 2 year

olds, with adjoining doors to allow free flow and transition into our Peacock room where the three and four year old children are accommodated. Here, children have the opportunity to learn through play, and participate in the activities provided, using the free flow outside doorway, allowing the children to access lots of fun outdoor activities.

## **Outside**

Our Centre also includes the use of three fully enclosed outdoor play areas, our own specific area being totally redesigned and developed, providing an excellent learning environment, complementing our daily planned play sessions in a safe and stimulating atmosphere. We have a community buggy-park, which enables parents and staff to store buggies where they are safe, secure and protected from the elements.

## **Policies**

The Centre's policy statements are structured to offer children and their families the best possible care and learning opportunities. They are subject to review, and the manager and the Board welcome comments or suggestions from users. There is a parent/carer suggestion box in the Centre's reception area. Copies of all policies are available for inspection.

## **Children with special educational needs**

The aim of the Centre is for each child to reach his or her potential in all areas of development at his or her own rate, including children who need additional support or who have particular needs or disabilities. Key people work with outside agencies and take specific action to help children make the best possible progress. The Special Needs policy relates to the DfES/SEND Code of Practice.

## **Key Persons**

In the Centre, we operate a key person system, to enable relationships to develop between staff, parents/carers and children. Key persons are responsible for an allocated group of children, and provide detailed assessments of children's achievements, activities and daily routines.

## **Staff:**

### **Centre Manager**

Jonathan Davey (Behaviour Lead)

### **Deputy & Office Manager**

Fleur Cook

### **Senior Supervisors**

Gemma Clifford (Safeguarding Officer)

Eloise Forman

### **Supervisors**

Jenny Wright (SENCO)

Vici Cox

Lyndsey Davey

### **Early Years Practitioners**

Naomi Stanley

Rachel Portas

Amy Hughes (Deputy Behaviour)

Beth Swinton (Deputy SENCO)

Kerri Burchell

Gemma Hammond

Kirsty Robinson

Lynne Rogers

Olivia Smith

Leanne Chidwick

Samantha Atkinson (Deputy Safeguarding)

Rachel Portas

### **Cook**

Josephine Greenacre

### **Cleaner**

Lynne Raithby

## **Staff – professional training**

It is the policy of the Centre that it is important for staff to continue to update and extend their training, to be aware of issues both locally and nationally, and to pass knowledge onto colleagues.

## Parents/carers

Parents/carers are a child's first educators, and the Centre aims to work together to work in an atmosphere of mutual respect. Parents/carers are welcome to help on any outings and special events.

## Other Agencies

The Centre also work closely with many outside agencies including the councils Early Years Development and Childcare Partnership, OFSTED, the Family Information Service, the National Day Nurseries Association, Children's Centre's, St Peter's CE Primary School and Church.

## The fees

<b>Rate</b>	<b>Children 0-2 years</b>	<b>Children 2+ years</b>
Hourly	£ 4.95	£ 4.75
Per session (4 hours)	£ 19.40	£ 18.60
Full day (8 hours)	£ 38.40	£ 36.80
Full time (40 hours)	£180.00	£170.00

Breakfast = £1.00    Lunch = £2.30    Tea = £2.00
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## Health & Safety

The health & safety of the children is paramount. Therefore, parents/carers are asked to fill in a detailed registration form telling Centre staff any important and relevant information about a child. No unauthorised person is allowed to collect a child unless previously arranged by the parent/carer. If prior arrangements are made, the Centre requires the name, telephone number and a description of the person. A password is also required.

The Centre meets all relevant fire service and environmental health checks, and is also registered with OFSTED.

The Centre was last inspected by OFSTED on 29<sup>th</sup> October 2018. The report concluded that all areas were 'good'.

CATHY

**Report of the Directors and  
Unaudited Financial Statements for the Year Ended 31 March 2018  
for  
ST PETERS CHILDRENS CENTRE LIMITED**

**ST PETERS CHILDRENS CENTRE LIMITED**

**Contents of the Financial Statements  
for the Year Ended 31 March 2018**

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**ST PETERS CHILDRENS CENTRE LIMITED**

**Company Information  
for the Year Ended 31 March 2018**

**DIRECTORS:**

J Broddle  
A Boyers  
C Lamming  
R Grayson  
A Darnell  
K P lamming

**SECRETARY:**

A Boyers

**REGISTERED OFFICE:**

St Peters C of E Primary School  
St Peters Avenue  
Cleethorpes  
Lincolnshire  
DN35 8LW

**REGISTERED NUMBER:**

04332441 (England and Wales)

**ST PETERS CHILDRENS CENTRE LIMITED**

**Report of the Directors  
for the Year Ended 31 March 2018**

The directors present their report with the financial statements of the company for the year ended 31 March 2018.

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1 April 2017 to the date of this report.

J Broddle  
A Boyers  
C Lamming  
R Grayson

Other changes in directors holding office are as follows:

A Darnell - appointed 5 March 2018  
K P lamming - appointed 19 March 2018

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

**ON BEHALF OF THE BOARD:**

.....  
A Boyers - Secretary

Date: .....



**ST PETERS CHILDRENS CENTRE LIMITED**

**Income Statement  
for the Year Ended 31 March 2018**

	Notes	31.3.18 £	31.3.17 £
<b>TURNOVER</b>		370,454	313,283
Cost of sales		(8,901)	(7,351)
<b>GROSS PROFIT</b>		361,553	305,932
Administrative expenses		(308,925)	(268,655)
<b>OPERATING PROFIT and PROFIT BEFORE TAXATION</b>		52,628	37,277
Tax on profit		-	-
<b>PROFIT FOR THE FINANCIAL YEAR</b>		<u>52,628</u>	<u>37,277</u>

The notes form part of these financial statements

**ST PETERS CHILDRENS CENTRE LIMITED (REGISTERED NUMBER: 04332441)**

**Balance Sheet  
31 March 2018**

	Notes	31.3.18 £	£	31.3.17 £	£
<b>FIXED ASSETS</b>					
Tangible assets	5		10,852		11,557
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		456,108		402,775	
<b>NET CURRENT ASSETS</b>			456,108		402,775
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			466,960		414,332
<b>RESERVES</b>					
Retained earnings			466,960		414,332
			466,960		414,332

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on ..... and were signed on its behalf by:

.....  
J Broddle - Director

# ST PETERS CHILDRENS CENTRE LIMITED

## Notes to the Financial Statements for the Year Ended 31 March 2018

### 1. STATUTORY INFORMATION

St Peters Childrens Centre Limited is a private company, limited by shares, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

### 2. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 15% on reducing balance

### 3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 20 (2017 - 20).

### 4. OPERATING PROFIT

The operating profit is stated after charging:

	31.3.18 £	31.3.17 £
Depreciation - owned assets	705	829

### 5. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
<b>COST</b>			
At 1 April 2017			
and 31 March 2018	6,860	33,880	40,740
<b>DEPRECIATION</b>			
At 1 April 2017	-	29,183	29,183
Charge for year	-	705	705
At 31 March 2018	-	29,888	29,888
<b>NET BOOK VALUE</b>			
At 31 March 2018	6,860	3,992	10,852
At 31 March 2017	6,860	4,697	11,557

**ST PETERS CHILDRENS CENTRE LIMITED**

**Report of the Accountants to the Directors of  
St Peters Childrens Centre Limited**

As described on the Balance Sheet you are responsible for the preparation of the financial statements for the year ended 31 March 2018 set out on pages three to five and you consider that the company is exempt from an audit.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Date: .....

**ST PETERS CHILDRENS CENTRE LIMITED**

**Trading and Profit and Loss Account  
for the Year Ended 31 March 2018**

	31.3.18		31.3.17	
	£	£	£	£
<b>Turnover</b>				
Fees	161,917		142,917	
Funding	198,952		169,591	
Bank Interest	9,032		44	
Fundraising	553		731	
	<u>          </u>	370,454	<u>          </u>	313,283
 <b>Cost of sales</b>				
Nursery food		8,901		7,351
		<u>          </u>		<u>          </u>
<b>GROSS PROFIT</b>		361,553		305,932
 <b>Expenditure</b>				
Insurance	447		424	
Nursery Salaries	259,866		235,922	
Staff Training	1,887		516	
Post and stationery	253		121	
Subscriptions	255		255	
Payroll Costs	1,620		1,086	
Consumables	1,365		1,142	
Utilities	8,384		6,152	
Rent	12,888		10,310	
Repairs and renewals	19,018		9,929	
Nursery Advertising	749		938	
Minibus and Sundry Expenses	735		474	
Accountancy	300		300	
Legal fees	421		225	
	<u>          </u>	308,188	<u>          </u>	267,794
		53,365		38,138
 <b>Finance costs</b>				
Bank charges		32		32
		<u>          </u>		<u>          </u>
		53,333		38,106
 <b>Depreciation</b>				
Fixtures and fittings		705		829
		<u>          </u>		<u>          </u>
<b>NET PROFIT</b>		<u>52,628</u>		<u>37,277</u>

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