



Registered Charity No 1028303

### A brief history:

Chesil Bank Pre-school is now well-established, having originally opened in 2003. Located in the lovely setting of Abbotsbury village, in the old village school, now Strangways Hall, it has two spacious playrooms and a wealth of resources.

There is a large enclosed outdoor area containing a climbing frame, play house, large sandpit and upstairs veranda, ride-on bikes and a wide range of resources. The Pre-school also has access to the allotments situated in Chapel Lane and runs twice weekly Forest School sessions.

### Organisation and management:

The Pre-school is a registered charity with the Charity Commission.

Its aims are to provide a happy, secure and stimulating environment in which the children can learn through play and other more structured activities, to help them grow in confidence, independence and social awareness and follows the Early Years Foundation Stage guidelines.

To achieve these aims, the Pre-school is managed by a small number of Trustees, supported by a Management Committee and staff, who are jointly responsible for the effective running of the Pre-school and for making decisions regarding the management of the Charity.

The Charity's objectives and responsibilities are described in more detail in its 'Constitution' and this is the legal governing document for the Charity and is available on the website, in the 'Documents' section.

The Pre-school is run on 'not-for-profit' principles, i.e. any surplus from income and expenditure balances will be available for re-investment in the Pre-school facilities, day-to-day operations and staff remuneration, at the direction of Trustees, and where appropriate, by agreement of the Management Committee.

## Who is involved:

Sharon Pugh                      Pre-school Manager, and Forest School Leader [NVQ Level 5]

Claire Peach                      Early Years Practitioner [NVQ Level 2]

Marj Hutchings                      Practitioner support /volunteer

Jacqui Tyne                      Trustee and Chair

Emma Gordon                      Trustee and Secretary

Phillipa Gowans                      Trustee/Treasurer/Administrator

Management Committee

Elizabeth Roberts, Andrea Benson, Lucy Morrison, Anne Kirby.

## What we do: The Early Years Foundation Stage:

Chesil Bank Pre-school is registered as a childcare provider with Ofsted, which is an independent body of the Department of Education. They inspect and regulate the quality and standards of care and education in childcare settings against the outcomes and requirements of the Early Years Foundation Stage. The most recent inspection by them gave us a rating of 'Good'.

The Early Years Foundation Stage is a national government mandatory framework for all registered childcare providers and schools caring for children from birth to five years. It aims to ensure that all childcare services provide a safe and secure environment for children and support children's learning and development through carefully planned play activities that are fun and appropriate to their needs.

For the most part, the requirements will be delivered through the effective leadership of the staff, particularly the Manager, who will take charge of the day-to-day running of the provision of Early Years services.

Details of what the Early Years Foundation Stage covers is shown on the website

## Enrolment of children to the Pre-school:

The guidelines for enrolment prior to the children starting at the Pre-school are described in more detail in the Parent Pack, which is on the website, including the session booking and payment arrangements. Enrolment is at the discretion of the Pre-school Manager, subject to the prevailing financial and staffing arrangements.

The Pre-school will be open to children from ages two years to five years in the Dorset Council area. It is currently not intended to offer childcare services at the Pre-school to babies and children below the age of two for staffing ratio reasons.

It is currently not intended to offer 'after school' childcare services at the Pre-school for staffing ratio reasons.

## Safeguarding children:

Chesil Bank Pre-school is committed to ensuring that children have a safe, positive environment where they can learn and develop. It is the duty of the Trustees, working with the Pre-school Manager to ensure that all staff and volunteers are also committed to children's well-being and safety and are clear about their responsibilities to safeguard and promote children's welfare, know the procedures for highlighting any concerns and have appropriate guidance and training to undertake their roles.

All staff working with children, and the Trustees have approved status from the regulatory authorities, through the Disclosure and Barring Services. The Pre-school Manager has delegated responsibility for safeguarding and ensures all safeguarding measures are in place.

### Health and safety:

The Charity regards the management of health and safety as an integral part of its activities and as a management priority. More information on this is available in the Charity's health and safety policies.

### Confidentiality and data protection:

From time to time, Trustees and members of staff will come into contact with a variety of confidential personal information about children, families and other volunteers. This information is treated with absolute confidentiality at all times and personal information will not be shared unless we are legally required to or have obtained consent from the individual or family concerned.

### Financial arrangements:

Trustees are volunteers and do not receive payment but can be deemed eligible for reasonable expenses, where considered appropriate.

Staff will be rewarded in line with their contracts of employment and agreed salaries, which will be reviewed annually by the Trustees. Relevant training and professional development will be undertaken and funded by the Pre-school.

The Treasurer will be responsible for managing and recording income and expenditure and will report on this regularly; accounts will be prepared annually by an independent body and be available for inspection at the AGM or as required with reasonable notice.

The primary income for the Pre-school comes through fees from the provision of Early Years child-care services, directly from parents, or from government grants, which are administered in most cases by Dorset Council.

The Pre-school pays rent to Strangways Hall for hire of premises to operate the services it provides.