

## **MANAGEMENT AND ADMINISTRATION**

### **Statement of intent**

Roundabout Pre-school is a community pre-school, run as a limited company with charitable status by a Committee of parent volunteers, elected by parents. We want children to have the opportunity to learn through play and enhance their development and education at a parent-involving, community-based group.

### **Aim**

It is our aim to provide a safe, secure and stimulating environment where children are supported to broaden their experiences and to work within a framework, which ensures equality of opportunity for all children and families.

### **Decision making**

THE PRE-SCHOOL IS RUN BY AN ELECTED COMMITTEE, ENSURING THAT MAJOR DECISION-MAKING IS IN THE HANDS OF THE PARENTS WHO USE THE PRESCHOOL. THE COMMITTEE IS RESPONSIBLE FOR ALL FINANCIAL DECISIONS, REVIEWING POLICY AND PRACTICE, THE EMPLOYMENT AND APPRAISAL OF MEMBERS OF STAFF, OPERATION WITHIN THE LEGAL FRAMEWORK OF THE CHARITY COMMISSION AND OTHER REGULATING BODIES. OUR ANNUAL GENERAL MEETING, AT WHICH THE COMMITTEE FOR THE FOLLOWING YEAR IS ELECTED, TAKES PLACE IN OCTOBER. PARENTS ARE INFORMED IN GOOD TIME AND SHOULD ATTEND.

The volunteer Committee consists of a Chair, Treasurer, Secretary and Fundraisers plus general Committee members without portfolio. We actively encourage parents to take part in the management of the preschool and join the Committee.

Roundabout Pre-School is a member of the Pre-School Learning Alliance. It is a formal, inspected group and adheres to the standards set by the OFSTED Directorate. A copy of our latest inspection report is available to parents at the pre-school.

<b>Registered Charity No:</b> 1144315	<b>Pre-school Learning Alliance No:</b> 3520	<b>OFSTED No:</b> EY496163
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