

**Accrington St Christopher's Church of England High School**  
(A Company Limited by Guarantee)

**Annual Report and Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

# **Accrington St Christopher's Church of England High School**

## **Annual Report and Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

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# **Accrington St Christopher's Church of England High School**

## **Reference and Administrative Details**

**Year Ended 31<sup>st</sup> August 2019**

### **Members**

Mr D Anderson  
Fr L Carson-Featham (retired 31<sup>st</sup> July 2019)  
Rev I Enticott  
Mrs L E Hargreaves  
Mr P Jones (Vice Chair)  
Mr F Whitehead (Chairman)  
Mr S Whittaker

### **Trustees**

Mr D Anderson (appointed by Parochial Church Council)  
Miss K Baron (appointed by Parochial Church Council)  
Mrs D Bentley (appointed by Parochial Church Council) (retired 19<sup>th</sup> July 2019)  
Fr L Carson-Featham (Ex-Officio Foundation) (retired 31<sup>st</sup> July 2019)  
Mrs C Carter (Staff)  
Mr A Cran (Parent)  
Mr D Crossland (Community Co-opted) (retired 19<sup>th</sup> July 2019)  
Miss H Davies (Staff)  
Rev I Enticott (Area Dean Ex-Officio)  
Mrs L E Hargreaves (appointed by PCC of St Bartholomew)  
Mrs H Harker (appointed by Parochial Church Council)  
Fr C Holden (appointed 1<sup>st</sup> September 2019)  
Mrs V Howard (Parent) (retired 19<sup>th</sup> July 2019)  
Mr P Jones (Foundation)  
Mr R Jones (Staff) (Headteacher)  
Mr J Leaver (Parent) (appointed 11<sup>th</sup> July 2019)  
Mr L Mercer-Smith (Parent) (appointed 11<sup>th</sup> July 2019)  
Mr D Rogan (Staff)  
Mr P Stinchon (Parent)  
Mrs D Taylor (appointed by Parochial Church Council)  
Mrs R White (Parent) (retired 19<sup>th</sup> July 2019)  
Mr F Whitehead (appointed by Parochial Church Council)  
Mrs C Wightman (Foundation)

### **Secretary**

Miss H Dicken (appointed 1<sup>st</sup> September 2019)  
Mrs P Haralambos

## **Accrington St Christopher's Church of England High School**

### **Reference and Administrative Details**

**Year Ended 31<sup>st</sup> August 2019**

**Senior Leadership Team**

Mr R Cheshire (Assistant Head)  
Miss S Collier (Senior Assistant Head)  
Mr P Cuff (Deputy Head, Head of Sixth Form)  
Mr E Goddard (Senior Assistant Head)  
Mrs P Haralambos (Business Manager)  
Mr R Jones (Headteacher)  
Mrs N Moran (Senior Deputy Head)  
Mr R O'Doherty (Assistant Head)  
Mrs S Parkinson (Senior Assistant Head)

**Principal and Registered Office**

Queens Road West  
Accrington  
Blackburn  
BB5 4AY

**Company Registration Number**

07728029

**Independent Auditor**

CWR Chartered Accountants  
20 Mannin Way  
Lancaster Business Park  
Caton Road  
Lancaster  
LA1 3SW

**Bankers**

Lloyds Bank PLC  
19-21 Church Street  
Blackburn  
BB6 7QN

**Solicitors**

Browne Jacobson Solicitors  
Ground Floor  
3 Piccadilly Place  
Manchester  
M1 3BN



# **Accrington St Christopher's Church of England High School**

## **Trustees' Report**

### **Year Ended 31<sup>st</sup> August 2019**

The trustees present their annual report together with the financial statements and auditor's report of the charitable company for the period from the 1<sup>st</sup> September 2018 to the 31<sup>st</sup> August 2019. The annual report serves the purposes of both a trustees' report, and a directors' report including a strategic report under company law.

The Trust operates an academy for students aged 11 to 18 serving a catchment area local to the Academy. It has a pupil capacity of 1245 and had a roll of 1305 in the school census in October 2018.

## **Structure, Governance and Management**

### **1.1 Constitution**

The Academy Trust is a company limited by guarantee and an exempt charity. The charitable company's Memorandum and Articles of Association are the primary governing documents of the Academy Trust. The trustees of Accrington St Christopher's Church of England High School are also the directors of the charitable company for the purposes of company law. The charitable company is known as Accrington St Christopher's Church of England High School.

Details of the trustees who served throughout the year except as noted are included in the Reference and Administrative Details on page 2.

### **1.2 Members' Liability**

Each Member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a Member, or within one year after they cease to be a Member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they ceased to be a Member.

### **1.3 Trustees' Indemnities**

In accordance with normal company practice, the Academy has purchased insurance to protect trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides £10,000,000 of cover subject to the Risk Protection Agency (RPA) rules (note 9).

### **1.4 Method of Recruitment and Appointment or Election of Trustees**

The Articles of Association state at point 12 more detail regarding the arrangements in place for the Academy. A summary of these are:

#### Appointment of Members

The Members of the Academy Trust shall comprise:

- (a) The signatories to the Memorandum who are: The Blackburn Diocesan Board of Education; The Area Dean of Accrington; The Incumbent;
- (b) the Parochial Church Council of Great Harwood, St Bartholomew and Great Harwood St John; The Parochial Church Council of Knuzden St Oswald and Rishton St Peter and St Paul;
- (c) one person appointed by the Secretary of State, in the event that the Secretary of State appoints a person for this purpose;
- (d) the Chairman of the Governors; and
- (e) any person appointed under Article 16 of the Articles of Association.

The Members with the written consent of the Diocesan Board of Education may agree unanimously in writing to appoint such additional Members as they think fit and may unanimously (save that the agreement of the Member(s) to be removed shall not be required) in writing agree to remove any such additional Members.

# **Accrington St Christopher's Church of England High School**

## **Trustees' Report**

### **Year Ended 31<sup>st</sup> August 2019**

#### Appointment of Governors

The governors act as the trustees for the charitable activities of the Academy and are also the directors of the charitable company for the purposes of company law.

The Articles of Association states that:

The Members shall appoint a minimum of 11 Foundation Governors (of whom three shall at the time of their appointment be eligible for election or appointment as Parent Governors) as follows:

- (a) two shall be appointees of the Diocesan Board of Education;
- (b) six shall be appointees of the Area Dean by members of the Church of England proposed by the Parochial Church Councils of the Ecclesiastical Parishes of Accrington Christ the King, Accrington Christ Church, Accrington St John with Huncoat St Augustine, Altham with Clayton-le-Moors, Baxenden St John, Church Kirk St James, Oswaldtwistle Immanuel and All Saints and Oswaldtwistle St Paul;
- (c) one shall be the appointee of The Parochial Church Council of Great Harwood, St Bartholomew and Great Harwood St John together with The Parochial Church Council of Knuzden St Oswald and Rishton St Peter and St Paul;
- (d) The Incumbent and the Area Dean or his/her nominee who shall be the Corporate Governors Ex-Officio.

The Members may appoint 3 Staff Governors through such process as they may determine and the Headteacher shall be treated for all purposes as being an Ex Officio Governor. The term of office for any governor (other than Co-opted Governors under Article 59 of the Articles of Association) shall be 4 years, save that this time limit shall not apply to the Headteacher. The Area Dean and the Incumbent shall be Ex Officio Governors. Subject to remaining eligible to be a particular type of governor, any governor may be re-appointed or re-elected.

#### **1.5 Policies and Procedures Adopted for the Induction and Training of Trustees.**

New governors receive a St Christopher's CE High School Governors Handbook including information regarding the Role of a Governor from Browne Jacobson Solicitors and the Code of Conduct. Induction training and support from the Clerk to the Governing Body and company secretary is given to all new governors. A Service Level Agreement is in place with the Local Authority and they make training opportunities available to all governors. A link governor is appointed from within the Governing Body to monitor training needs. All governors are issued with a copy of the latest edition of the Accounts Direction, Academy Financial Handbook as well as the Department for Education's Governors' Handbook.

#### **1.6 Organisational Structure**

The overall aim of the Governing Body is to agree the strategic and operational framework within which the Academy will be managed by the Academy Headteacher and to monitor and hold the Academy Headteacher (and senior management team) to account for the achievement of the Governing Body's strategic aims and objectives for the Academy.

The Headteacher (Accounting Officer) and senior management team together constitute the leadership team of the school. The overall purpose of the Governing Body is to lead the school to provide the best possible education for the pupils. This involves, in particular:

- setting the school's vision and strategic aims
- monitoring and evaluating performance
- ensuring that the school is accountable to pupils, parents and the community it serves and the Education and Skills Funding Agency



# **Accrington St Christopher's Church of England High School**

## **Trustees' Report**

### **Year Ended 31<sup>st</sup> August 2019**

Within this context the Governing Body in its strategic role reviewed the way in which Governors can respond quickly and effectively and how it can offer the school sufficient challenge. Governors offer a strategic role in the financial management of the Academy and the Headteacher provides vision, leadership and direction for the school.

As the Accounting Officer the Headteacher is responsible for the management of the school budget under delegated powers agreed by the Governing Body supported by the Business Manager.

#### **1.7 Arrangements for Setting Pay and Remuneration of Key Management Personnel**

Arrangements for setting pay and remuneration of key management personnel is carried out by the Governor Pay Review Committee.

#### **1.8 Related Parties and Other Connected Charities and Organisations**

There are no related parties which either control or significantly influence the decisions or operations of the Academy. The Academy however works closely with the Blackburn Diocese, the Local Authority, school networks such as Lancashire Academies Network and with parents to further the principal activities of the Academy.

#### **1.9 Trade Union Facility Time**

The Governing Body acknowledges the need to publish the data relative to the amount and cost of facility time within the Academy Trust. It is acknowledged that the Trade Unions play an important role in the workplace and there are considerable benefits for both employers and employees when the organisation and the union work together. To this end, the Academy facilitates the time of a Trade Union Representative for representation within the whole Local Authority area. One working day is agreed and the cost of this is met by the Local Authority. Therefore the cost on the Academy is £nil in the period from 1<sup>st</sup> April 2018 to the 31<sup>st</sup> August 2019.

## **2. Objectives and Activities**

### **2.1 Objects and Aims**

St Christopher's is a Church of England Academy where pupils and staff work together, in the knowledge and love of God. We try to act out our faith in daily lives, with Christ as our example. Within our strong Christian, Anglican context, we seek to promote the spiritual, moral, cultural, intellectual and physical development of our pupils, growing together as a caring and supportive community, and preparing them for the opportunities, responsibilities and experience of their adult life.

St Christopher's CE High School, a high achieving and over-subscribed 'outstanding' (SIAMS 2016-17) school, has provided high quality education for the Church going families of East Lancashire for sixty years. We are proud of the enviable reputation that we have earned in all areas of education – cultural, social, physical and of course spiritual. Our faith in the love of God informs all that we do. St Christopher's is first and foremost a Church school.

We strive to provide a genuinely holistic education, preparing boys and girls to tackle the ever greater demands facing young people in the 21<sup>st</sup> century. The talented and able teaching staff are dedicated to combining academic excellence with a richness of opportunity beyond the classroom. We are hugely ambitious academically for our pupils, ensuring that they secure the results to continue their education at the best universities or on training courses which will prepare them for careers of significance and worth.

The wide range of activities ensures that each pupil can grow and develop wherever their interests may lie. The many educational trips, expeditions and tours, our popular Duke of Edinburgh programme, highly regarded music department, and nationally recognised eco group, all give further evidence of what really is a complete curriculum.

# **Accrington St Christopher's Church of England High School**

## **Trustees' Report**

### **Year Ended 31<sup>st</sup> August 2019**

Visitors to St Christopher's often comment on the sense of community which is such a distinctive feature of the school. We work hard to ensure that every child is known, supported and challenged. These are all bold claims, so the last word should go to one of our former students –

*"I am still not sure what I want to be but after studying at St Christopher's I know who I want to be."*

## **2.2 Objectives, Strategies and Activities**

St Christopher's opened in 1958 and is an Outstanding 11 - 18 Church of England Academy (SIAMS 2016).

Our caring community is based on a close partnership between staff, parents, pupils and governors and we foster strong links with local parishes and clergy, six of whom serve as School Chaplains. We emphasise pupils' whole development, offering high standards of teaching in a range of courses to cater for all abilities, a wide extra-curriculum and making a priority of spiritual nurture, with religious worship and teaching at the centre of school life. High academic achievement over the last four years, with eight out of ten Year 11 pupils gaining good GCSE grades in English and mathematics. Our most recent Ofsted Inspection Report (December 2016) commented on record levels of attainment and judged pupils' personal development and behaviour as 'Outstanding'.

*"Pupils are proud of their school. Pupils of all abilities demonstrate resilience and enthusiasm in lessons." Ofsted 2016*

## **Worship**

Worship at St Christopher's is central to the life and wellbeing of the school. Each school day begins with an act of worship within the Anglican tradition. This takes place during an assembly in the School Hall, usually attended by each year group twice a week, a Year Assembly in the Studio or Lecture Theatre once a week and Form Assembly. A Chaplaincy Team supports our worship and pastoral work, each year group having its own chaplain through the seven years at St Christopher's. Each year group has two Communion Services and every form has a Form Communion during the year. The School fosters links with local parishes and Christian organisations who help with assemblies.

We take every opportunity to present the Gospel to our pupils with clarity, relevance and credibility. Spirituality Days, for which we have recently won an award, Christian Band weeks and theatre companies, all play their part.

We try to establish caring attitudes and lasting values through worship and work done in the classroom, as well as, on a more practical level, supporting charitable appeals.

Parents have a statutory right to withdraw their child from RE and collective worship in all schools. In the context of our Church School, there is an emphasis on Christian education throughout the school and we expect all pupils to participate fully in our Christian community.

## **Attendance**

St Christopher's has been one of the best attended secondary schools in Lancashire for the last ten years. We reward those pupils with full attendance by presenting them with certificates and badges and present special prizes to those pupils who have had full attendance for Key Stage 3 and Key Stage 4. We also run inter-form attendance competitions each half-term.

In the school year, 2018 – 2019 average attendance for the whole school was 97.2%, a superb achievement and significantly above the national average.

## **Admissions**

In 2018 for 2019 entry, there were 865 applications for 195 places, 238 at first preference, 295 second preference and 332 at third preference. The Admissions Committee applied the criteria and offered places to 18 children under criterion 1



# Accrington St Christopher's Church of England High School

## Trustees' Report

### Year Ended 31<sup>st</sup> August 2019

(Children in Care); 0 children under criterion 1b (Children with special social or medical circumstances); 28 children under criterion 2 (Pupils from All Saints, Clayton-le- Moors and St James, Altham); 149 children under criterion 3 (attendance at a Christian Trinitarian Church, 61 of whom had a sibling already in school); No children under any other criteria were offered places.

### Mission Statement

St. Christopher's is a Church of England High School where pupils and staff work together in the knowledge and love of God. We try to act out our faith in our daily lives, with Christ as our example. Within our strong Christian, Anglican context we seek to promote the spiritual, moral, social, cultural, intellectual and physical development of all our pupils, growing together as a caring and supportive community, and preparing them for the opportunities, responsibilities and experiences of their adult life.

Our caring community is based on a close partnership which:

- is ordered and disciplined
- develops the pupils' knowledge of and commitment to the Christian faith and fosters a sympathetic approach to other religions and cultures
- recognises that each member of the school community is an individual with specific needs and strengths
- fosters mutual respect and concern for others
- values the contribution made by each member of the school community
- encourages and celebrates positive achievement
- offers pupils equal access to all areas of the curriculum
- gives pupils the knowledge, skills and understanding needed to gain the best possible qualifications
- encourages the development of personal and inter-personal skills
- promotes self-confidence, self-discipline, a sense of responsibility and a generosity of spirit.

### 2.3 Public Benefit

In setting our objectives and planning our activities the Governors have given careful consideration to the Charity Commission's general guidance on public benefit. We confirm that all our charitable activities are undertaken to further our charitable purposes for the public benefit. The definition of Public Benefit as defined by FRS 102 as: *"an entity whose primary objective is to provide goods or services for the general public, community or social benefit and where any equity is provided with a view to supporting the entity's primary objectives rather than with a view to providing a financial return to equity providers, shareholders or members."* Trustees of St Christopher's CE High School are committed to:

- Providing high quality education; and
- making information available and reporting on the school's impact to the school community, Government and relevant funding bodies.

# Accrington St Christopher's Church of England High School

## Trustees' Report

Year Ended 31<sup>st</sup> August 2019

### Strategic report

#### 3. Achievements and Performance

St Christopher's CE High School continues to provide high quality education. We are proud of the enviable reputation that we have earned in all areas of education – cultural, social, physical and of course spiritual.

##### 3.1 Key Performance Indicators

The Academy is committed to observing the importance of performance indicators, to ensure that it continues to strive for both educational and financial excellence.

#### *GCSE*

Measure	2017	2018	2019
Strong pass (9-5) in English and mathematics %	51.9	54.4	52.36
Standard pass (9-4) in English and mathematics %	81.9	79.2	72.31
5 + subjects, including English and mathematics %	45.2	48.5	66.67
Attainment 8 score	50.5	51.3	52.38
Progress 8 score	-0.04	-0.06	+0.09
9-7 (A*-A) %	18.9	24.3	28.78
9-5 (A*-B) %	52.1	61.9	59.63
9-4 (A*-C) %	78.0	81.3	76.45
PP strong pass (9-5) in English and mathematics %	33.3	46.1	33.33
PP standard pass (9-4) in English and mathematics %	62.5	61.5	33.33

#### *A-level*

Measure	2017	2018	2019
A* - B grades %	51.0	55.4	48.6
A* - C grades %	82.0	84.4	84.2
A* - E grades %	100	99.7	99.4



# **Accrington St Christopher's Church of England High School**

## **Trustees' Report**

**Year Ended 31<sup>st</sup> August 2019**

### **3.2 Going Concern**

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies note of the financial statements.

## **4. Financial Review**

### **4.1 Operating and Financial Review**

The Academy has its own St Christopher's Financial Management Handbook in place which details all systems and procedures that are required of the Trust as detailed in the Education and Skills Funding Agency (ESFA) Academy Financial Handbook. This includes amongst others a Statement of Internal Control and Schemes of Delegation. Governors on a regular basis question and challenge information forwarded to them. This financial year, Governors have accepted the academy system of internal control and that this has been in place for the whole of the accounting period to date. The following Controls Assurance Statement has been in place:

This statement relates to the financial summaries for Accrington St Christopher's C E High School for the period 2018/2019 and the Governing Body is responsible for ensuring that the Academy:

- keeps proper accounting records during the year which will disclose, with reasonable accuracy and at any time, the financial position of the Academy, have been drawn up in accordance with the Consistent Financial Reporting guidelines, and will enable it to prepare an annual income and expenditure statement that complies with Government guidelines
- Maintains and operates an effective system of internal control to safeguard all the resources delegated, granted or otherwise entrusted to the Academy and ensure they are used cost effectively.

At the 31<sup>st</sup> August 2019, the combined Restricted General Fund and Unrestricted Fund show an operating deficit carrying forward to 2019/20. This deficit exists due to the cost of staffing efficiencies made in 2016/2017. These were necessary to ensure the sound financial health of the school in the long term. This is reducing annually.

In the 2018/2019 academic year the Academy adopted a prudent approach to budgeting, ensuring that it did not commit monies which are not confirmed as income due. The majority of the reported deficit exists in relation to the cost efficiencies achieved by a programme of Voluntary Redundancy during 2016/2017. This difficult decision was taken by governors to secure savings for the future economic efficiency of the Academy. The cost of these voluntary redundancies and other efficiencies made were taken into account in the 2016/2017 accounts creating a deficit of £127,000. The Academy was unable to reduce this significantly in 2017/2018 although a small surplus in-year £1,000 was achieved. Again in 2018/2019 a small but increased surplus has been achieved, £15,000 reducing the in-year deficit carry forward to £111,000. Staffing costs however continue to rise well above funding allocations therefore we continue to rely on Government grants to make up the shortfall for higher than budgeted pay awards and pension increases.

The recovery plan for this deficit is however still on track and governors are still hopeful to cover the total cost of the efficiencies over the next two years whilst still maintaining strong service provision. Further consideration of cost savings may have to be made, including redundancies, and governors maintain a close and ongoing monitoring on the financial health of the Academy.

### **4.2 Reserves Policy**

As in previous years the Academy's reserve policy has taken into account the risk of fluctuations of grant income and spending needs. The governor's policy for reserves has always been not to carry forward large reserves but to utilise funding received in school in-year to benefit pupils. The policy is reviewed annually and in 2016/17 the voluntary

# **Accrington St Christopher's Church of England High School**

## **Trustees' Report**

### **Year Ended 31<sup>st</sup> August 2019**

redundancies created a reserves deficit that will be managed as outlined above.

#### **4.3 Investment Policy**

The Academy has not undertaken any investments this year due to funding being committed to capital improvements. However, governors have provided clear guidance for the Headteacher and the Business Manager regarding the objectives, goals and guidelines of the assets that will be invested by the Academy in the course of any one academic/financial year. The Headteacher (Accounting Officer) will evaluate the needs of the organisation to determine if the funds will be needed to support teaching & learning. Therefore, all available funds will be invested as appropriate and reported to the Finance & Resources Committee.

The primary investment objective of the assets placed under management is to provide for the preservation of capital to support the needs of the Academy and be brought forward into everyday use dependent upon cash flow needs of the organisation. Based on the investment objectives stated above, the specific objectives for these assets shall be to achieve a competitive interest rate on the cash deposits. In general, the cash shall be invested in short term investment opportunities offered by the bank's Relationship Manager, with an average duration of less than one year.

This should be invested only in Lloyds Bank in discussion with the School Relationship Manager, free from risk of loss, price fluctuation and instantly accessible unless otherwise approved by governors. All transactions undertaken on behalf of the Academy shall be for the sole benefit of the Academy.

#### **4.4 Principal Risks and Uncertainties**

The governors have assessed the major risks to which the Academy is exposed, in particular, those relating to the operational areas of the site and facilities, to teaching and to finances. The governors refer to the school's risk register as recommended in the Academy Financial Handbook. The current perceived risks remain as:

- Reduction of pupil numbers
- Cost of staffing to further increase beyond budgeted norms i.e. pensions, salary increases

The system of internal control has been developed and is co-ordinated by the Headteacher. It aims to provide as much assurance as is reasonably possible (not absolute assurance) that assets are safeguarded, transactions are properly authorised and recorded and that material errors or irregularities are either prevented or can be detected promptly. Governors' review of the effectiveness of the systems of internal controls are informed by:

- regular scrutiny of financial and other performance monitoring data
- regular reports from the Business Manager and other managers to the Governing Body
- the most recent report of the Academy's Responsible Officer (RO)
- the most recent self-evaluation of the internal controls as discussed by the Finance & Resources committee annually.

Governors are, therefore, satisfied that the internal control systems in operation at the Academy during the period are adequate and effective.

The Academy has undertaken work during the period to develop and embed the system of internal control, including financial, operational and risk management which is designed to protect the Academy's assets and reputation. The Finance & Resources Committee and Steering Group undertakes a review of the risks using a Risk Register detailing the areas to which the Academy is exposed.

The Risk Register identifies systems and procedures, including specific, preventable actions which should mitigate any potential impact on the Academy. The internal controls are then implemented and the Finance & Resources Committee will review their effectiveness and progress annually against risk mitigation actions. In addition to the annual review, the Finance & Resources Committee also consider any risks which may arise as a result of a new area of work being



## **Accrington St Christopher's Church of England High School**

### **Trustees' Report**

#### **Year Ended 31<sup>st</sup> August 2019**

undertaken by the Academy. The risk register is maintained at the Academy level and it is reviewed at least annually and referred to more regularly when necessary.

#### **4.5 Risk Management**

The governors have reviewed the key risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The risk register identifies key risks, the likelihood of these risks occurring, their potential impact on the Academy and the actions being taken to reduce and mitigate those risks. The governors are of the view that there is a formal ongoing process for identifying, evaluating and managing the Academy Trust's significant risks that has been in place for the period from the 1<sup>st</sup> September 2018 to the 31<sup>st</sup> August 2019 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

#### **4.6 Fundraising**

The Trust is mindful of its responsibilities as detailed in 'Charity Fundraising: a guide to trustee duties CC20' and ensures that all fundraising activities are agreed and monitored at senior management level in compliance with relevant legal rules. Recognised standards are applied to ensure that fundraising is open, honest and respectful, protecting the public from undue pressure to donate. The Governors agree to comply with their legal duty to:

- Act in your charity's best interest
- Deal with conflicts of interest
- Manage your charity's resources responsibly
- Implement appropriate financial controls
- Manage risks
- Act with reasonable care and skill
- Take appropriate advice when you need to, for example when buying or investing
- Take responsibility for any charity's fundraising
- The Academy fundraising activities carried out by the school which include the 'Friends' must comply with all relevant policies and procedures.
- All monies raised via fundraising activities will be for the stated purpose of the appeal and will comply with the school's stated mission and purpose.
- All personal information collected by the school is confidential and will not be disclosed to any third party without consent.
- No person directly or indirectly employed by or volunteering for the school shall accept commissions, bonuses or payments for fundraising activities on behalf of the organisation.
- No general solicitations shall be undertaken by telephone or door-to-door.
- Fundraising activities should not be undertaken if they may be detrimental to the reputation of the Academy.
- All Governors, volunteers, casual and permanent employed staff are responsible for adhering to the Academy's procedures.
- Fundraising activities should not be undertaken if they will expose the organisation to significant financial risk.
- Complaints will be dealt with in accordance with the Charity Commissions guide CC20

#### **5. Plans for Future Periods**

The Academy intends to action fully the areas for development as detailed on the Academy Improvement Plan 2019/2020. The Governors were disappointed that the application to open the special free school and convert to a Multi Academy Trust (MAT) which would have supported cost efficiencies in school, retaining specialist staff in school for this outcome, was declined. Long term the potential savings of economies of scale would improve value for money in school and the need for such provision is still there. Governors therefore continue to support the creation of a SEND/Pathways provision for the needs of 11-19 learners who all have a diagnosis of Autistic Spectrum Disorder (ASD) and still remain available for discussions with Lancashire County Council regarding SEND provision being provided by St Christopher's CE High School.

# **Accrington St Christopher's Church of England High School**

## **Trustees' Report**

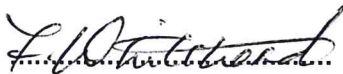
**Year Ended 31<sup>st</sup> August 2019**

### **6. Auditor**

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on .....16/12/2019..... and signed on the board's behalf by:



**Mr F Whitehead**  
**Chair of Trustees**

# **Accrington St Christopher's Church of England High School**

## **Governance Statement**

**Year Ended 31<sup>st</sup> August 2019**

### **7.1 Scope of Responsibility**

As trustees, we acknowledge we have overall responsibility for ensuring that Accrington St Christopher's Church of England High School has an effective and appropriate system of control, financial and otherwise. However such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The Board of Trustees has delegated the day-to-day responsibility to the Principal, as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the Funding Agreement between Accrington St Christopher's Church of England High School and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

### **7.2 Governance**

Governors are allocated to committees by the Chair & Vice Chair based on the findings of a skills audit and termly Committees are:

- Steering Committee (including Audit);
- Finance & Resources (including Building & Land);
- Curriculum, Standards and Expectations Committee;
- Wellbeing Committee.

As required or annual:

- Admissions Committee;
- Ethos Committee.
- Staffing Review & Appointments;
- Pay Review Committee;
- Pay Appeals Committee;
- Staff Discipline/Dismissal Committee;
- Staff Discipline/Dismissal Appeals Committee;
- Grievance Committee;
- Pupil Discipline and Appeal Committees.

Attendance during the year for all meetings of the Governing Body was 83% - please see information below.

### **Members of the Academy Trust shall comprise:**

1. Incumbent of the Parish of Accrington Christ the King (Fr L Carson-Featham) (Retired 31/07/2019)
2. The Director of Education, Blackburn Diocesan of Education (Mr Stephen Whittaker)
3. The Area Dean of Accrington, (Reverend Ian Enticott)
4. Mrs Linda Hargreaves of Parochial Church Council of Great Harwood, St Bartholomew and Great Harwood St John and The Parochial Church Council of Knuzden St Oswald and Rishton St Peter and St Paul
5. Mr Frank Whitehead, Chair of Governors
6. Mr David Anderson - Diocese appointment
7. Mr Peter Jones Vice Chair of Governors



# Accrington St Christopher's Church of England High School

## Governance Statement

Year Ended 31<sup>st</sup> August 2019

Governor/Trustee	Appointed by	Meetings attended				
		FGB & Other			2018/2019	
		FGB	FGB Attended	Total Possible	Total Attended	% Attendance
Mr Stephen Whittaker	Blackburn Diocesan Board of Education	0	0	1	1	100
Rev Ian Enticott	The Area Dean of Accrington	3	3	7	6	86
Fr L Carson-Featham	Ex-Officio Foundation Governor	3	3	12	12	100
Mr Peter Jones	Foundation Governor	3	3	18	16	89
Mrs Catherine Wightman	Foundation Governor	3	3	11	10	91
Miss Kath Baron	Foundation Governor	3	1	8	4	50
Mrs Helen Harker	Appointed by Parochial CC	3	2	9	5	56
Mrs Denise Taylor	Appointed by Parochial CC	3	3	12	7	58
Mr Frank Whitehead	Appointed by Parochial CC	3	3	22	21	95
Mr David Anderson	Appointed by Parochial CC	3	2	15	14	93
Mrs Donna Bentley	Appointed by Parochial CC Resigned 21/12/2018	1	1	5	5	100
Mrs Linda Hargreaves	Appointed by Parochial CC	3	2	15	13	87
Mr Paul Stinchon	Parent Governor	3	1	9	6	67
Mr Alex Cran	Parent Governor	3	2	6	4	67
Mr John Leaver	Parent Governor Appointed 10/06/2019	1	1	0	0	100
Mr Leslie Mercer Smith	Parent Governor Appointed 10/06/2019	1	1	0	0	100
Mrs Rachael White	Parent/Foundation Governor Resigned 1/04/2019	2	2	6	5	83
Mrs Clare Carter	Staff Governor	3	2	5	4	67
Miss Helen Davies	Staff Governor	3	2	9	7	78
Mr David Rogan	Staff Governor	3	3	9	9	100
Mr Richard Jones	Staff Governor	3	3	25	21	84

### 7.3 Review of Value for Money

As Accounting Officer the Principal has responsibility for ensuring that the Academy Trust delivers good value in the use of public resources. The Accounting Officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

# **Accrington St Christopher's Church of England High School**

## **Governance Statement**

### **Year Ended 31<sup>st</sup> August 2019**

The Accounting Officer considers how the Academy Trust's use of its resources has provided good value for money during each academic year, and reports to the Board of Trustees where value for money can be improved, including the use of benchmarking data where available.

The Governing Body is committed to ensuring that the school's resources are used in the most efficient and effective manner to meet the objectives and priorities identified in the School Improvement Plan. This will lead to continuous improvement in the school's performance and secure the best possible outcomes for pupils.

The Accounting Officer for the Academy Trust has delivered improved value for money during the year by:

- **Challenge:** Governors regularly review the functions of the school, challenging how and why services are provided and setting targets and performance indicators for improvement.
- **Compare:** Governors monitor outcomes and compare performance with similar schools using the Governments benchmarking facility.
- **Consult:** Governors consult appropriate stakeholders especially pupils and parents through regular questionnaires, about the services which the school provides.
- **Compete:** Securing competition to ensure that goods and services are purchased in the most economic, efficient and effective manner to meet the needs of the school sharing purchasing power with other schools and buying consortiums as appropriate and use of tendering and quotes for procurement of goods and services.

#### **7.4 The Purpose of the System of Internal Control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Academy Trust's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Accrington St Christopher's Church of England High School for the year ended 31<sup>st</sup> August 2019 and up to the date of approval of the annual report and financial statements.

#### **7.5 Capacity to Handle Risk**

The Board of Trustees has reviewed the key risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the Academy Trust's significant risks that has been in place for the year ended 31<sup>st</sup> August 2019 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

#### **7.6 The Risk and Control Framework**

The Academy Trust's system of internal financial control is based on a framework of regular management information and administrative procedures including the segregation of duties and a system of delegation and accountability. In particular, it includes:

- Comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the Governing Body;
- regular reviews by the Finance and Resources Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties;
- identification and management of risks.



## Accrington St Christopher's Church of England High School

### Governance Statement

#### Year Ended 31<sup>st</sup> August 2019

The Governing Body has considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However, the Governors have appointed CWR Chartered Accountants as Responsible Officer ('RO'). The RO's role includes giving advice on financial matters and performing a range of checks on the Academy Trust's financial systems. On a termly basis, the RO reports to the Governing Body on the operation of the systems of control and on the discharge of the Governing Body's financial responsibilities.

#### 7.7 Review of Effectiveness

As Accounting Officer, the Principal has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

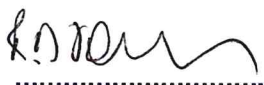
- Scrutiny from the Board;
- Scrutiny from the Finance & Resources Committee;
- Responsible Officer;
- the work of the external auditor;
- the financial management and governance self-assessment process;
- the work of the Business Manager within the Academy Trust who has responsibility for the development and maintenance of the internal control framework.

The Accounting Officer has been advised of the implications of the result of their review of the system of internal control by the Finance and Resources Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the Board of Trustees on .....16/12/2019..... and signed on its behalf by:



Mr F Whitehead  
Chair of Trustees



Mr R Jones  
Accounting Officer

## **Accrington St Christopher's Church of England High School**

### **Statement on Regularity, Propriety and Compliance**

**Year Ended 31<sup>st</sup> August 2019**

As Accounting Officer of Accrington St Christopher's Church of England High School I have considered my responsibility to notify the Academy Trust Board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy Trust, under the funding agreement in place between the Academy Trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2018.

I confirm that I and the Academy Trust Board of Trustees are able to identify any material irregular or improper use of all funds by the Academy Trust, or material non-compliance with the terms and conditions of funding under the Academy Trust's funding agreement and the Academies Financial Handbook 2018.

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the Board of Trustees and ESFA.



.....  
**Mr R Jones**  
**Accounting officer**

Date: 16/12/2019  
.....

## Accrington St Christopher's Church of England High School

### Statement of Trustees' Responsibilities

Year Ended 31<sup>st</sup> August 2019

The trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' Report (including the Strategic Report and Directors' Report) and the financial statements in accordance with the Academies Accounts Direction published by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls which conform to the requirements both of propriety and good financial management. They are also responsible for ensuring that grants received from the Education & Skills Funding Agency and Department for Education have been applied for the purposes intended.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by order of the members of the Board of Trustees on the .....16/12/2019..... and signed on its behalf by:



Mr F Whitehead  
Chair of Trustees



## **Accrington St Christopher's Church of England High School**

### **Independent Auditor's Report to the Members of Accrington St Christopher's Church of England High School**

**Year Ended 31<sup>st</sup> August 2019**

#### **Opinion**

We have audited the financial statements of Accrington St Christopher's Church of England High School (the 'Academy Trust') for the year ended 31<sup>st</sup> August 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*, the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the Academy Trust's affairs as at the 31<sup>st</sup> August 2019, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

#### **Emphasis of Matter – ESFA General Annual Grant Deficit**

In forming our opinion on the financial statements, which is not modified, we draw attention to the fact that as at the 31<sup>st</sup> August 2019 the Academy Trust has a deficit General Annual Grant reserve of £111,000 as shown in note 14 to the financial statements. This is in breach of the Funding Agreement the Academy Trust has with the ESFA. The Academy Trust has disclosed this position to the ESFA and has a recovery plan in place to eradicate the deficit position. The financial statements do not include the adjustments that would result if the Academy Trust was unable to continue as a going concern.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Academy Trust in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Academy Trust's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

*(Continued)*

## **Accrington St Christopher's Church of England High School**

### **Independent Auditor's Report to the Members of Accrington St Christopher's Church of England High School**

**Year Ended 31<sup>st</sup> August 2019**

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Other Information includes the trustees' report (incorporating the strategic report and the directors' report), the governance statement, and the Accounting Officer's statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the Academy Trust and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report and the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 19, the trustees (who are also the directors of the Academy Trust for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*(Continued)*



## **Accrington St Christopher's Church of England High School**

### **Independent Auditor's Report to the Members of Accrington St Christopher's Church of England High School**

**Year Ended 31<sup>st</sup> August 2019**

In preparing the financial statements, the trustees are responsible for assessing the Academy Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Academy Trust or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### **Use of our report**

This report is made solely to the Academy Trust's Members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Academy Trust's Members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Academy Trust and the Academy Trust's Members as a body, for our audit work, for this report, or for the opinions we have formed.

  
.....  
Mr Robert Mitchell ACA (Senior Statutory Auditor)  
For and on behalf of CWR Chartered Accountants  
20 Mannin Way  
Lancaster Business Park  
Caton Road  
Lancaster  
LA1 3SW

Date: 11/12/2019.....

## **Accrington St Christopher's Church of England High School**

### **Independent Reporting Accountant's Assurance Report on Regularity to Accrington St Christopher's and the Education & Skills Funding Agency**

**Year Ended 31<sup>st</sup> August 2019**

In accordance with the terms of our engagement letter dated 31<sup>st</sup> August 2019 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Accrington St Christopher's Church of England High School during the year from the 1<sup>st</sup> September 2018 to the 31<sup>st</sup> August 2019 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Accrington St Christopher's Church of England High School and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Accrington St Christopher's Church of England High School and the ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Accrington St Christopher's Church of England High School and the ESFA, for our work, for this report, or for the conclusion we have formed.

#### **Respective responsibilities of Accrington St Christopher's Church of England High School's Accounting Officer and the reporting accountant**

The Accounting Officer is responsible, under the requirements of Accrington St Christopher's Church of England High School's funding agreement with the Secretary of State for Education and the Academies Financial Handbook, extant from 1<sup>st</sup> September 2018, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2018 to 2019. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year from the 1<sup>st</sup> September 2018 to the 31<sup>st</sup> August 2019 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

#### **Approach**

We conducted our engagement in accordance with the Academies Accounts Direction 2018 to 2019 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

The objective of a limited assurance engagement is to perform such procedures as to obtain information and explanations in order to provide us with sufficient appropriate evidence to express a negative conclusion on regularity.

A limited assurance engagement is more limited in scope than a reasonable assurance engagement and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we do not express a positive opinion.

Our engagement includes examination, on a test basis, of evidence relevant to the regularity and propriety of the Academy Trust's income and expenditure.

The work undertaken to draw our conclusions includes:

- Obtaining evidence including those tests relevant to the circumstances of the Academy Trust as prescribed in Section 4 of Annex B of the Academies Accounts Direction 2018 to 2019 issued by the ESFA; and
- Planning and performing any additional tests we deemed necessary to express an opinion on regularity.

*(Continued)*

**Accrington St Christopher's Church of England High School**

**Independent Reporting Accountant's Assurance Report on Regularity to Accrington St Christopher's and the Education & Skills Funding Agency**

**Year Ended 31<sup>st</sup> August 2019**

**Conclusion**

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the year from the 1<sup>st</sup> September 2018 to the 31<sup>st</sup> August 2019 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

.....*RM*.....

Mr Robert Mitchell ACA (Senior Statutory Auditor)  
For and on behalf of CWR Chartered Accountants  
20 Mannin Way  
Lancaster Business Park  
Caton Road  
Lancaster  
LA1 3SW

Date: .....11/12/2019.....



# Accrington St Christopher's Church of England High School

## Statement of Financial Activities (including Income and Expenditure Account)

Year Ended 31<sup>st</sup> August 2019

	Note	Unrestricted Funds £000	Restricted General Funds £000	Restricted Fixed Asset Funds £000	Total 2019 £000	Total 2018 £000
<b>Income and endowments from:</b>						
Donations and capital grants	2	-	386	99	485	367
Charitable activities:						
Funding for the academy trust's educational operations	3	-	6,534	-	6,534	6,445
Other trading activities	4	446	-	-	446	453
<b>Total</b>		<b>446</b>	<b>6,920</b>	<b>99</b>	<b>7,465</b>	<b>7,265</b>
<b>Expenditure on:</b>						
Raising funds		-	-	-	-	-
Charitable activities:						
Academy trust's educational operations	6	437	7,361	93	7,891	7,522
Other		-	-	-	-	-
<b>Total</b>		<b>437</b>	<b>7,361</b>	<b>93</b>	<b>7,891</b>	<b>7,522</b>
<b>Net income/(expenditure)</b>		<b>9</b>	<b>(441)</b>	<b>6</b>	<b>(426)</b>	<b>(257)</b>
<b>Transfers between funds</b>	14	<b>(9)</b>	<b>108</b>	<b>(99)</b>	<b>-</b>	<b>-</b>
<b>Other recognised gains/(losses)</b>						
Actuarial (losses)/gains on defined benefit pension schemes	14, 24	-	(1,190)	-	(1,190)	665
<b>Net movement in funds</b>		<b>-</b>	<b>(1,523)</b>	<b>(93)</b>	<b>(1,616)</b>	<b>408</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward	14	-	(2,911)	9,646	6,735	6,327
<b>Total funds carried forward</b>	<b>14</b>	<b>-</b>	<b>(4,434)</b>	<b>9,553</b>	<b>5,119</b>	<b>6,735</b>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

# Accrington St Christopher's Church of England High School

## Balance Sheet

Year Ended 31<sup>st</sup> August 2019

	Notes	2019 £000	2019 £000	2018 £000	2018 £000
<b>Fixed assets</b>					
Tangible assets	10		9,553		9,646
<b>Current assets</b>					
Debtors	11	120		81	
Cash at bank and in hand		141		159	
		<u>261</u>		<u>240</u>	
<b>Liabilities</b>					
Creditors: Amounts falling due within one year	12	<u>(384)</u>		<u>(389)</u>	
<b>Net current liabilities</b>			<u>(123)</u>		<u>(149)</u>
<b>Total assets less current liabilities</b>			9,430		9,497
Creditors: Amounts falling due after more than one year	13		(123)		(135)
<b>Net assets excluding pension liability</b>			<u>9,307</u>		<u>9,362</u>
Defined benefit pension scheme liability	24		(4,188)		(2,627)
<b>Net assets including pension liability</b>			<u>5,119</u>		<u>6,735</u>
<b>Funds of the Academy Trust:</b>					
<b>Restricted funds</b>					
Fixed asset fund	14	9,553		9,646	
Restricted income fund	14	(246)		(284)	
Pension reserve	14	<u>(4,188)</u>		<u>(2,627)</u>	
<b>Total restricted funds</b>			5,119		6,735
<b>Unrestricted income funds</b>	14		-		-
<b>Total funds</b>			<u>5,119</u>		<u>6,735</u>

The financial statements on pages 25 to 49 were approved by the trustees, and authorised for issue on the 16/12/2019 and are signed on their behalf by:

  
 Mr F Whitehead  
 Chair of Trustees

Company Limited by Guarantee  
 Registration Number: 07728029

**Accrington St Christopher's Church of England High School**

**Statement of Cash Flows**

**Year Ended 31<sup>st</sup> August 2019**

	Notes	2019 £000	2018 £000
<b>Cash flows from operating activities</b>			
Net cash (used in) operating activities	18	(94)	(58)
<b>Cash flows from investing activities</b>	20	99	28
<b>Cash flows from financing activities</b>	19	(23)	(23)
<b>Change in cash and cash equivalents in the reporting period</b>		<u>(18)</u>	<u>(53)</u>
<b>Cash and cash equivalents at 1<sup>st</sup> September 2018</b>		159	212
<b>Cash and cash equivalents at 31<sup>st</sup> August 2019</b>	21	<u>141</u>	<u>159</u>



# **Accrington St Christopher's Church of England High School**

## **Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

### **1 Accounting policies**

#### **General information and basis of preparation**

Accrington St Christopher's Church of England High School is a company limited by guarantee incorporated in England. The address of the registered office is given in the Reference and Administrative Details given on page 2 of these financial statements and the principal place of business is Queens Road West, Accrington, Blackburn, Lancashire, BB5 4AY. The nature of the Academy Trusts operations and principal activities are set out in the Trustees' Report on page 4.

The financial statements of the Academy Trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2018 to 2019 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

A summary of the principal accounting policies adopted (which have been applied consistently, except where noted), judgements and key sources of estimation uncertainty, is set out below

#### **Going concern**

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Academy Trust to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of authorisation for issue of the financial statements and have concluded that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Academy Trust's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **Income**

All incoming resources are recognised when the Academy Trust has entitlement to the funds, the receipt is probable and the amount can be measured reliably.

- **Grants receivable**

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the Statement of Financial Activities in the period for which it is receivable and any abatement in respect of the period is deducted from income and recognised as a liability.

Capital grants are recognised when there is an unconditional entitlement to the grant. Unspent amounts of capital grant are reflected in the balance in the restricted fixed asset fund. Capital grants are recognised when there is entitlement and are not deferred over the life of the asset on which they are expended.

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 1 Accounting policies (continued)

#### Income (continued)

- **Donations**  
Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.
- **Other income**  
Other income, including the hire of facilities, is recognised in the period it is receivable and to the extent the Academy Trust has provided goods or services.
- **Donated goods, facilities and services**  
Goods donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. If it is practical to assess the fair value at receipt, it is recognised in stock and "Income from other trading activities". Upon sale, the value of the stock is charged against "Income from other trading activities" and the proceeds are recognised as "Income from other trading activities". Where it is impractical to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within "Income from other trading activities".

#### Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

- **Expenditure on raising funds**

This includes all expenditure incurred by the Academy Trust to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

- **Charitable activities**

These are costs incurred on the Academy Trust's educational operations, including support costs and costs relating to the governance of the Academy Trust apportioned to charitable activities.

All resources expended are inclusive of irrecoverable VAT.



# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 1 Accounting policies (continued)

#### Tangible fixed assets

Assets costing £1,000 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance Sheet at cost and depreciated over their expected useful economic life. Where there are specific restrictions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities and carried forward in the Balance Sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the Statement of Financial Activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

Depreciation is provided on all tangible fixed assets other than freehold land and assets under construction, at rates calculated to write off the cost of each asset on a straight line basis over its expected useful life, as follows:

Leasehold buildings	Over 125 years' straight line
Furniture and equipment	25% straight line
Computer equipment	33% straight line
Motor vehicles	25% straight line

Assets in the course of construction are included at cost. Depreciation on these assets is not charged until they are brought into use and reclassified to freehold or leasehold land and buildings.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

The buildings occupied by the Academy and the land on which the buildings are situated, are the subject of a deed signed on conversion to academy status which grants the Academy the use of the land and buildings until the earlier of the termination of the Funding Agreement or the Diocese giving the school two years notice to leave. The Board of Trustees do not believe there is any likelihood of either of these circumstances arising.

As the Academy is also responsible for the costs of repairs and insurance, and will continue to benefit from the future economic benefits of occupation, the substance of the arrangement is that the Academy has substantially the risks and rewards of ownership and has therefore continued to recognise the building assets on the balance sheet of the Academy.

The buildings were revalued in the prior period. The building valuation represents the value of leasehold assets as per the ESFA valuation carried out in 2016 by a RICS approved valuer. In this valuation the leasehold buildings were valued at £9,775,000. The assets were valued using a depreciated replacement cost model and are to be depreciated over a 125 year period (note 10).



# **Accrington St Christopher's Church of England High School**

## **Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

### **1 Accounting policies (continued)**

#### **Agency arrangements**

The Academy Trust acts as an agent in distributing 16-19 bursary funds from ESFA. Payments received from ESFA and subsequent disbursements to students are excluded from the statement of financial activities as the trust does not have control over the charitable application of the funds. The trust can use up to 5% of the allocation towards its own administration costs and this is recognised in the statement of financial activities. The funds received and paid and any balances held are disclosed in note 26.

#### **Liabilities**

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Academy Trust anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

#### **Provisions**

Provisions are recognised when the Academy Trust has an obligation at the reporting date as a result of a past event which it is probable will result in the transfer of economic benefits and the obligation can be estimated reliably.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

#### **Leased assets**

Rentals under operating leases are charged on a straight line basis over the lease term.

#### **Financial instruments**

The Academy Trust only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the Academy Trust and their measurement basis are as follows:

Financial assets – trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 11. Prepayments are not financial instruments. Amounts due to the charity's wholly owned subsidiary are held at face value less any impairment.

# **Accrington St Christopher's Church of England High School**

## **Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

### **1 Accounting policies (continued)**

#### **Financial instruments (continued)**

Cash at bank – is classified as a basic financial instrument and is measured at face value.

Financial liabilities – trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in notes 12 and 13. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument. Amounts due to charity's wholly owned subsidiary are held at face value less any impairment.

#### **Taxation**

The Academy Trust is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Academy Trust is potentially exempt from taxation in respect of income or capital gains received within categories covered by Part 11, Chapter 3 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Pensions Benefits**

Retirement benefits to employees of the Academy Trust are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the Academy Trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently the TPS is treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the Academy Trust in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability is also recognised in the Statement of Financial Activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

Actuarial gains and losses are recognised immediately in other recognised gains and losses.



# **Accrington St Christopher's Church of England High School**

## **Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

### **1 Accounting policies (continued)**

#### **Fund Accounting**

Unrestricted income funds represent those resources which may be used towards meeting any of the charitable objects of the Academy Trust at the discretion of the trustees.

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by funders where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received with restrictions imposed by the funder/donor and include grants from the Department for Education Group.

#### **Critical accounting estimates and areas of judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### *Critical accounting estimates and assumptions*

The Academy Trust makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 24, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31<sup>st</sup> March 2016 has been used by the actuary in valuing the pensions liability at 31<sup>st</sup> August 2019. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.



# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 2 Donations and capital grants

	Unrestricted Funds £000	Restricted Funds £000	Total 2019 £000	Total 2018 £000
ESFA Capital grants	-	99	99	28
Trips and other non public funds	-	359	359	309
Other donations	-	27	27	30
	<u>-</u>	<u>485</u>	<u>485</u>	<u>367</u>

Income from donations and capital grants was £485,000 (2018 - £367,000) of which £nil (2018 - £nil) was attributable to unrestricted funds, £386,000 (2018 - £339,000) was attributable to restricted general funds and £99,000 (2018 - £28,000) was attributable to restricted fixed asset funds.

£99,000 (2018 - £28,000) of government grants were received for capital and maintenance works.

### 3 Funding for Academy Trust's educational operations

	Unrestricted Funds £000	Restricted Funds £000	Total 2019 £000	Total 2018 £000
<b>DfE/ESFA grants</b>				
General Annual Grant (GAG)	-	6,192	6,192	6,169
Other DfE Group grants	-	218	218	116
	<u>-</u>	<u>6,410</u>	<u>6,410</u>	<u>6,285</u>
<b>Other Government grants</b>				
Local Authority grants	-	124	124	160
	<u>-</u>	<u>124</u>	<u>124</u>	<u>160</u>
Other income from the Academy Trust's educational operations	-	-	-	-
	<u>-</u>	<u>6,534</u>	<u>6,534</u>	<u>6,445</u>

Funding for Academy Trust's educational operations was £6,534,000 (2018 - £6,445,000) of which £nil (2018 - £nil) was attributable to unrestricted funds, £6,534,000 (2018 - £6,445,000) was attributable to restricted general funds and £nil (2018 - £nil) was attributable to restricted fixed asset funds.

£6,534,000 (2018 - £6,445,000) of government grants were received for the purposes of the day to day running costs of the academy and its charitable objectives.

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 4 Other trading activities

	Unrestricted Funds £000	Restricted Funds £000	Total 2019 £000	Total 2018 £000
Hire of facilities	13	-	13	13
Catering income	297	-	297	304
Sale of educational goods and services	60	-	60	54
Music tuition	35	-	35	27
Transport income	41	-	41	55
	<u>446</u>	<u>-</u>	<u>446</u>	<u>453</u>

Income from other trading activities was £446,000 (2018 - £453,000) of which £446,000 (2018 - £453,000) was attributable to unrestricted funds, £nil (2018 - £nil) was attributable to restricted general funds and £nil (2018 - £nil) was attributable to restricted fixed asset funds.

### 5 Expenditure

	Staff Costs £000	Non Pay Expenditure Premises £000	Other Costs £000	Total 2019 £000	Total 2018 £000
Academy Trust's educational operations					
Direct costs	4,826	89	674	5,589	5,496
Allocated support costs	1,638	264	400	2,302	2,026
	<u>6,464</u>	<u>353</u>	<u>1,074</u>	<u>7,891</u>	<u>7,522</u>

£437,000 (2018 - £444,000) of the above expenditure on the Academy Trust's educational operations was attributable to unrestricted funds, £7,361,000 (2018 - £6,983,000) was attributable to restricted general funds and £93,000 (2018 - £95,000) was attributable to restricted fixed asset funds.

Net income/expenditure for the year includes:

	2019 £000	2018 £000
Operating lease rentals	33	24
Depreciation	93	95
(Gain)/loss on disposal of fixed assets	-	-
Fees payable to the auditor for:		
Audit	4	4
Other services	7	6
	<u>137</u>	<u>129</u>

No transactions have taken place under Section 3.1.2 of the 2018 Academies Financial Handbook which require additional disclosure.

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 6 Charitable activities

	<b>Total 2019 £000</b>	<b>Total 2018 £000</b>
Direct costs – educational operations	5,589	5,496
Support costs – educational operations	2,302	2,026
	<u>7,891</u>	<u>7,522</u>

<b>Analysis of support costs</b>	<b>Educational operations £000</b>	<b>Total 2019 £000</b>	<b>Total 2018 £000</b>
Support staff costs	1,638	1,638	1,381
Depreciation	5	5	4
Premises costs	259	259	236
Other support costs	387	387	392
Governance costs	13	13	13
<b>Total support costs</b>	<u>2,302</u>	<u>2,302</u>	<u>2,026</u>



# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 7 Staff

#### (a) Staff costs

	2019 £000	2018 £000
Staff costs during the period were:		
Wages and salaries	4,800	4,663
Social security costs	470	463
Pension costs	1,178	984
	<u>6,448</u>	<u>6,110</u>
Apprenticeship Levy	9	8
Agency staff costs	7	13
Staff restructuring costs	-	-
	<u>6,464</u>	<u>6,131</u>
Staff restructuring costs comprise:		
Redundancy payments	-	-
Severance payments	-	-
Other restructuring costs	-	-
	<u>-</u>	<u>-</u>

#### (b) Non-statutory / non-contractual staff severance payments

There were no non-statutory / non-contractual severance payments in either the current or preceding year.

#### (c) Staff numbers

The average number of persons employed by the Academy Trust during the year, and the full-time equivalents, was as follows:

	2019 Number	2019 Full-time equivalent	2018 Number	2018 Full-time equivalent
Teachers	90	86	92	86
Administration and support	64	49	66	47
Management	9	9	9	9
	<u>163</u>	<u>144</u>	<u>167</u>	<u>142</u>

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 7 Staff (continued)

#### (d) Higher paid staff

The number of employees whose employee benefits (excluding employer pension contributions) exceeded £60,000 was:

	2019 No.	2018 No.
£60,001 - £70,000	2	3
£70,001 - £80,000	2	1
£80,001 - £90,000	-	-
£90,001 - £100,000	-	-
£100,001 - £110,000	1	1
	<u>5</u>	<u>5</u>

#### (e) Key management personnel

The key management personnel of the Academy Trust comprise the trustees and the senior leadership team as listed on page 2. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy Trust was £771,000 (2018 - £758,000).

### 8 Related party transactions - Trustees' remuneration and expenses

One or more trustees have been paid remuneration or have received other benefits from employment with the Academy Trust. The Principal and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of Principal and staff members under their contracts of employment, and not in respect of their role as trustees. The value of trustees' remuneration and other benefits was as follows:

Mr R Jones (Principal and trustee):

Remuneration	£105,000 - £110,000. (2018: £100,000-105,000)
Employers' pension contributions	£15,000 - £20,000. (2018: £15,000-£20,000)

Miss H Davies (staff trustee):

Remuneration	£45,000 - £50,000. (2018: £45,000-£50,000)
Employers' pension contributions	£5,000 - £10,000. (2018: £5,000-£10,000)

Mrs C Carter (staff trustee):

Remuneration	£45,000 - £50,000. (2018: £45,000-£50,000)
Employers' pension contributions	£5,000 - £10,000. (2018: £5,000-£10,000)

Mr D Rogan (staff trustee):

Remuneration	£15,000 - £20,000. (2018: £15,000-£20,000)
Employers' pension contributions	£0 - £5,000. (2018: £0-£5,000)

During the year ended 31<sup>st</sup> August 2019, travel and subsistence expenses totalling £621 were reimbursed or paid directly to 1 trustee (2018: £498 to 1 trustee).

Other related party transactions involving the trustees are set out in note 25.

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 9 Trustees' and officers' insurance

The Academy Trust has opted into the Department for Education's Risk Protection Arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the trustees and officers' indemnity element from the overall cost of the RPA scheme.

### 10 Tangible fixed assets

	Leasehold Land and Buildings £000	Furniture and Equipment £000	Computer Hardware £000	Total £000
<b>Cost</b>				
At 1 <sup>st</sup> September 2018	9,933	64	6	10,003
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 <sup>st</sup> August 2019	9,933	64	6	10,003
<b>Depreciation</b>				
At 1 <sup>st</sup> September 2018	316	35	6	357
Charged in period	79	14	-	93
Disposals	-	-	-	-
At 31 <sup>st</sup> August 2019	395	49	6	450
<b>Net book values</b>				
At 31 <sup>st</sup> August 2018	9,617	29	-	9,646
At 31 <sup>st</sup> August 2019	9,538	15	-	9,553

### 11 Debtors

	2019 £000	2018 £000
Trade debtors	8	2
VAT recoverable	2	-
Other debtors	71	47
Prepayments and accrued income	39	32
	<u>120</u>	<u>81</u>

### 12 Creditors: amounts falling due within one year

	2019 £000	2018 £000
Trade creditors	9	16
Other taxation and social security	116	114
Other creditors	226	228
Accruals and deferred income	33	31
	<u>384</u>	<u>389</u>



# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 13 Creditors: amounts falling due after more than one year

	2019 £000	2018 £000
Other creditors	123	135
	<u>123</u>	<u>135</u>

Included within other creditors is a balance of £123,000 (2017 - £135,000) owing to the Diocese repayable in full over a 10 year period with the final repayment in August 2029. No interest is charged on the balance outstanding.

### 14 Funds

	Balance at 1 <sup>st</sup> September 2018 £000	Income £000	Expenditure £000	Gains, Losses and Transfers £000	Balance at 31 <sup>st</sup> August 2019 £000
<b>Restricted general funds</b>					
General Annual Grant (GAG)	(126)	6,192	(6,285)	108	(111)
Pupil premium	-	99	(99)	-	-
Other DfE/ESFA grants	-	119	(119)	-	-
Local Authority grants	-	124	(124)	-	-
Other restricted funds	(158)	386	(363)	-	(135)
Pension reserve	(2,627)	-	(371)	(1,190)	(4,188)
	<u>(2,911)</u>	<u>6,920</u>	<u>(7,361)</u>	<u>(1,082)</u>	<u>(4,434)</u>
<b>Restricted fixed asset funds</b>					
DfE/ESFA capital grants	-	99	-	(99)	-
Other capitalised assets	29	-	(14)	-	15
ESFA building valuation	9,617	-	(79)	-	9,538
	<u>9,646</u>	<u>99</u>	<u>(93)</u>	<u>(99)</u>	<u>9,553</u>
<b>Total restricted funds</b>	<u>6,735</u>	<u>7,019</u>	<u>(7,454)</u>	<u>(1,181)</u>	<u>5,119</u>
<b>Total unrestricted funds</b>	<u>-</u>	<u>446</u>	<u>(437)</u>	<u>(9)</u>	<u>-</u>
<b>Total funds</b>	<u>6,735</u>	<u>7,465</u>	<u>(7,891)</u>	<u>(1,190)</u>	<u>5,119</u>

The specific purposes for which the funds are to be applied are as follows:

The General Annual Grant (GAG) must be used for the normal running costs of the Academy. Under the funding agreement with the Secretary of State, the Academy was not subject to a limit on the amount of GAG that it could carry forward at 31<sup>st</sup> August 2019. At the period end the carry forward of GAG funding was in deficit by £111,000. The academy has agreed a deficit recovery plan with the ESFA to correct this position moving forward.

Other DfE/ESFA Grants include monies received outside GAG funding, for example, the Teacher Pay Grant monies. As at the 31<sup>st</sup> August 2019 these funds had been utilised in full.

# **Accrington St Christopher's Church of England High School**

## **Notes to the Financial Statements**

### **Year Ended 31<sup>st</sup> August 2019**

#### **14 Funds (continued)**

Local Authority Grants represents amounts payable to the academy predominantly from Lancashire County Council. A large percentage of these funds relate specifically to Special Educational Needs (SEN) funding. As at the 31<sup>st</sup> August 2019 these funds had been utilised in full.

Other restricted funds include monies from trips & non public funds and donations. During the period the trips & non public funds had no excess expenditure over income. The donations received are for restricted purposes and as at the period end all of the donations had been spent in full.

Finally, within other restricted funds there exists a balance between the Academy and the Diocese amounting to £135,000. This balance came into existence prior to the conversion to academy status and is specifically related to the Sixth Form Centre. This balance is repayable to the Diocese over a 10 year period. It is expected that the St Christopher's Appeal Fund will donate the value of each repayment to the school and thus all repayments will be financed from these monies rather than from government funding. It has been agreed that no interest will be charged on the outstanding balance.

DfE/ESFA capital grants represent capital monies received during the period from the ESFA. As at the year end all these monies had been spent in full.

The ESFA building valuation represents the value of leasehold assets as per the ESFA valuation carried out in 2016 by a RICS approved valuer. In this valuation the leasehold buildings were valued at £9,775,000. The assets were valued using a depreciated replacement cost model and are to be depreciated over a 125 year period.

Unrestricted funds represent funds generated via activities such as from lettings, catering, the provision of music lessons, transport services to students and bank interest receivable. As at the 31<sup>st</sup> August 2019 these funds had been utilised in full.

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 14 Funds (continued)

Comparative information in respect of the preceding period is as follows:

	Balance at 1 <sup>st</sup> September 2017 £000	Income £000	Expenditure £000	Gains, Losses and Transfers £000	Balance at 31 <sup>st</sup> August 2018 £000
<b>Restricted general funds</b>					
General Annual Grant (GAG)	(127)	6,169	(6,205)	37	(126)
Pupil premium	-	105	(105)	-	-
Other DfE/ESFA grants	-	11	(11)	-	-
Local Authority grants	-	160	(160)	-	-
Other restricted funds	(180)	339	(317)	-	(158)
Pension reserve	(3,107)	-	(185)	665	(2,627)
	<u>(3,414)</u>	<u>6,784</u>	<u>(6,983)</u>	<u>702</u>	<u>(2,911)</u>
<b>Restricted fixed asset funds</b>					
DfE/ESFA capital grants	-	28	-	(28)	-
Other capitalised assets	45	-	(16)	-	29
ESFA building valuation	9,696	-	(79)	-	9,617
	<u>9,741</u>	<u>28</u>	<u>(95)</u>	<u>(28)</u>	<u>9,646</u>
<b>Total restricted funds</b>	<u>6,327</u>	<u>6,812</u>	<u>(7,078)</u>	<u>674</u>	<u>6,735</u>
<b>Total unrestricted funds</b>	<u>-</u>	<u>453</u>	<u>(444)</u>	<u>(9)</u>	<u>-</u>
<b>Total funds</b>	<u>6,327</u>	<u>7,265</u>	<u>(7,522)</u>	<u>665</u>	<u>6,735</u>

### 15 Analysis of net assets between funds

Fund balances at 31<sup>st</sup> August 2019 are represented by:

	Unrestricted Funds £000	Restricted General Funds £000	Restricted Fixed Asset Funds £000	Total Funds £000
Tangible fixed assets	-	-	9,553	9,553
Current assets	-	261	-	261
Current liabilities	-	(384)	-	(384)
Non-current liabilities	-	(123)	-	(123)
Pension scheme liability	-	(4,188)	-	(4,188)
<b>Total net assets</b>	<u>-</u>	<u>(4,434)</u>	<u>9,553</u>	<u>5,119</u>



# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 15 Analysis of net assets between funds (continued)

Comparative information in respect of the preceding period is as follows:

	Unrestricted Funds £000	Restricted General Funds £000	Restricted Fixed Asset Funds £000	Total Funds £000
Tangible fixed assets	-	-	9,646	9,646
Current assets	-	240	-	240
Current liabilities	-	(389)	-	(389)
Non-current liabilities	-	(135)	-	(135)
Pension scheme liability	-	(2,627)	-	(2,627)
<b>Total net assets</b>	<b>-</b>	<b>(2,911)</b>	<b>9,646</b>	<b>6,735</b>

### 16 Capital commitments

	2019 £000	2018 £000
Contracted for, but not provided in the financial statements	-	-

### 17 Commitments under operating leases

#### Operating leases

At 31<sup>st</sup> August 2019 the total of the Academy Trust's future minimum lease payments under non-cancellable operating leases was:

	2019 £000	2018 £000
Amounts due within one year	31	34
Amounts due between one and five years	27	57
Amounts due after five years	-	-
	<b>58</b>	<b>91</b>

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 18 Reconciliation of net income/(expenditure) to net cash inflow from operating activities

	2019 £000	2018 £000
Net (expenditure) for the reporting period (as per the Statement of Financial Activities)	(426)	(257)
Adjusted for:		
Depreciation (note 10)	93	95
Capital grants from DfE and other capital income	(99)	(28)
Defined benefit pension scheme cost less contributions payable (note 24)	301	113
Defined benefit pension scheme finance cost (note 24)	70	72
(Increase)/decrease in debtors	(39)	30
Increase/(decrease) in creditors	6	(83)
<b>Net cash (used in) operating activities</b>	<b>(94)</b>	<b>(58)</b>

### 19 Cash flows from financing activities

	2019 £000	2018 £000
Repayments of borrowing	(23)	(23)
Cash inflows from borrowing	-	-
<b>Net cash (used in) financing activities</b>	<b>(23)</b>	<b>(23)</b>

### 20 Cash flows from investing activities

	2019 £000	2018 £000
Purchase of tangible fixed assets	-	-
Capital grants from DfE/ESFA	99	28
<b>Net cash provided by investing activities</b>	<b>99</b>	<b>28</b>

### 21 Analysis of cash and cash equivalents

	2019 £000	2018 £000
Cash at bank and in hand	141	159
Notice deposits (less than 3 months)	-	-
<b>Total cash and cash equivalents</b>	<b>141</b>	<b>159</b>

# **Accrington St Christopher's Church of England High School**

## **Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

### **22 Contingent Liabilities**

During the period of the funding agreement, in the event of the sale or disposal by other means of any leasehold building the Academy is required to either re-invest the proceeds or to repay the Secretary of State for Education or the Diocese the proceeds of the sale or disposal as these two bodies would jointly have an interest in the proceeds of any sale.

### **23 Members' Liability**

Each Member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a Member, or within one year after he/she ceases to be a Member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a Member.

### **24 Pension and similar obligations**

The Academy Trust's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff, and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Lancashire County Pension Fund. Both are multi-employer defined-benefit schemes.

The latest actuarial valuation of the TPS was 31 March 2012 and of the LGPS 31 March 2016.

Contributions amounting to £103,964 (2018: £98,493) were payable to the schemes at 31<sup>st</sup> August 2019 and are included within creditors.

#### **Teachers' Pension Scheme**

##### **Introduction**

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1<sup>st</sup> January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

##### **Valuation of the Teachers' Pension Scheme**

Not less than every four years the Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors.



# **Accrington St Christopher's Church of England High School**

## **Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

### **24 Pension and similar obligations (continued)**

#### **Teachers' Pension Scheme (continued)**

The latest actuarial valuation of the TPS was carried out as at 31<sup>st</sup> March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9<sup>th</sup> June 2014. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay (including a 0.08% employer administration charge);
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £191,500 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £176,600 million giving a notional past service deficit of £14,900 million;
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations; and
- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%.

The TPS valuation for 2012 determined an employer rate of 16.4% from September 2015, which will be payable during the implementation period until the next valuation as at March 2016, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1<sup>st</sup> September 2019.

The pension costs paid to TPS in the period amounted to £879,000 (2018: £865,000).

A copy of the valuation report and supporting documentation is on the [Teachers' Pensions website](#).

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The Academy Trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The Academy Trust has set out above the information available on the scheme.

#### **Local Government Pension Scheme**

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31<sup>st</sup> August 2019 was £352,000 (2018: £328,000), of which employer's contributions totalled £274,000 (2018: £262,000), and employees' contributions totalled £78,000 (2018: £66,000). The agreed contribution rates for future years are 13.7% for employers and the rate for employees remains dependant on the salary of the employee.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of an Academy Trust closure, outstanding Local Government Pension Scheme liabilities would be met by the Department for Education. The guarantee came into force on 18<sup>th</sup> July 2013.

As described in note 1 the LGPS obligation relates to the employees of the Academy Trust, who were the employees transferred as part of the conversion from the maintained school and new employees who were eligible to, and did, join the Scheme in the period. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the Academy Trust at the balance sheet date.

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 24 Pension and similar obligations (continued)

#### Local Government Pension Scheme (continued)

Principal Actuarial Assumptions	At 31 <sup>st</sup> August 2019	At 31 <sup>st</sup> August 2018
Rate of increase in salaries	3.6%	3.6%
Rate of increase for pensions in payment/inflation	2.1%	2.1%
Discount rate for scheme liabilities	1.8%	2.8%
Inflation assumption (CPI)	2.2%	2.2%

The current mortality assumptions include sufficient allowance for future improvements in mortality rates. The assumed life expectations on retirement age 65 are:

	At 31 <sup>st</sup> August 2019	At 31 <sup>st</sup> August 2018
<i>Retiring today</i>		
Males	22.8	22.7
Females	25.5	25.4
<i>Retiring in 20 years</i>		
Males	25.1	25.0
Females	28.2	28.0

#### Sensitivity analysis

		Sensitivity 1	Sensitivity 2	Sensitivity 3	Sensitivity 4
	Central	+0.1% pa	+0.1% pa	+0.1% pa	1 year inc in
	£000	discount rate	inflation	pay growth	life expectancy
	£000	£000	£000	£000	£000
Liabilities	7,679	7,509	7,852	7,716	7,816
Assets	(3,491)	(3,491)	(3,491)	(3,491)	(3,491)
Deficit	4,188	4,018	4,361	4,225	4,325
Projected service cost	490	478	502	490	499
Projected net interest	73	74	76	74	75

The Academy Trust's share of the assets in the scheme was:

	Fair value at 31 <sup>st</sup> August 2019	Fair value at 31 <sup>st</sup> August 2018
Equities	1,669	1,222
Government bonds	-	95
Property	307	256
Other bonds	56	17
Cash and other liquid assets	63	25
Other	1,396	1,169
<b>Total market value of assets</b>	<b>3,491</b>	<b>2,784</b>

The actual return on scheme assets was £382,000 (2018: £150,000).

# Accrington St Christopher's Church of England High School

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> August 2019

### 24 Pension and similar obligations (continued)

#### Local Government Pension Scheme (continued)

#### Amounts recognised in the statement of financial activities

	2019 £000	2018 £000
Current service cost (net of employee contributions)	(73)	(108)
Past service cost	(222)	-
Interest income	83	60
Interest expense	(153)	(132)
Benefit changes, gain/(loss) on curtailment and gain/(loss) on settlement	-	-
Admin expenses	(6)	(5)
Total operating charge	<u>(371)</u>	<u>(185)</u>

#### Changes in the present value of defined benefit obligations were as follows:

	2019 £000	2018 £000
<b>At 1<sup>st</sup> September</b>	5,411	5,463
Current service cost	347	367
Past service cost	222	-
Interest cost	153	132
Employee contributions	78	65
Actuarial loss/(gain)	1,490	(575)
Benefits paid	(22)	(41)
Losses or gains on curtailments	-	-
Past service costs	-	-
Unfunded pension payments	-	-
Effect of non-routine transactions	-	-
<b>At 31<sup>st</sup> August</b>	<u>7,679</u>	<u>5,411</u>

#### Changes in the fair value of Academy Trust's share of scheme assets:

	2019 £000	2018 £000
<b>At 1<sup>st</sup> September</b>	2,784	2,356
Interest income	83	60
Return on plan assets (excluding interest income)	-	-
Assets distributed on settlements	-	-
Actuarial gain	300	90
Administration expense	(6)	(5)
Employer contributions	274	259
Employee contributions	78	65
Benefits paid	(22)	(41)
Effect of non-routine settlements	-	-
<b>At 31<sup>st</sup> August</b>	<u>3,491</u>	<u>2,784</u>



# **Accrington St Christopher's Church of England High School**

## **Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> August 2019**

### **25 Related Party Transactions**

Owing to the nature of the Academy Trust's operations and the composition of the Board of Trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which the trustees have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the Academies Financial Handbook, including notifying the ESFA of all transactions made on or after 1<sup>st</sup> April 2019 and obtaining their approval where required, and with the Academy Trust's financial regulations and normal procurement procedures.

No related party transactions took place in the period of account, other than certain trustees' remuneration and expenses already disclosed in note 8.

During the year the Academy Trust received contributions from the St Christopher's Appeal Fund totalling £22,500 which has been applied in line with the Academy Trust's charitable purposes as a contribution towards the repayment of the outstanding Diocese balance.

### **26 Agency arrangements**

The Academy Trust distributes 16-19 bursary funds to students as an agent for ESFA. In the accounting year ending 31<sup>st</sup> August 2019 the Academy Trust received £73,000 (2018: £76,000) and disbursed £73,000 (2018: £76,000) from the fund.