



**Aylesbury High School  
(A company limited by guarantee)**

**ANNUAL REPORT AND CONSOLIDATED FINANCIAL  
STATEMENTS**

**for the year ended  
31 August 2018**

Company Registration No: 07633357

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# Aylesbury High School

## REFERENCE AND ADMINISTRATIVE DETAILS

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Governors / Trustees	Mr A Chaudhry (Chair and Member) Mr A Rosen (Headteacher, Accounting Officer and Member) Mrs H Bush (appointed 4/12/17) Mr J Chandler Mr J Clarke Mr J Cook (Staff Governor) Mr J Davis Mrs C Elliot Mr N Esslemont (appointed 4/12/17) Mr M Francas (appointed 4/12/17) Mrs A Pexton (appointed 4/12/17) Mr D Phillips Mr A Sara (resigned 23/4/18) Mrs G Sharman Mrs J Spencer (Member) Rev O Stephen Dr K Weir (legal name Johnston) Mrs L Westcott (Staff Governor) Mr A Woods (appointed 4/12/17)
Company Secretary	Mr K Marshall
Senior Management Team:	
Headteacher	Mr A Rosen
Deputy Headteacher	Mrs J Hamnett
Assistant Headteacher	Miss A Brigden
Assistant Headteacher	Mrs H Queralt
Assistant Headteacher	Mrs C Wilkes
Support Staff Director	Mr K Marshall
Principal and Registered Office	Aylesbury High School Walton Road, Aylesbury Buckinghamshire, HP21 7SX
Company Registration Number	07633357 (England and Wales)
Independent Auditor	Landau Baker Ltd Mountcliffe House 154 Brent Street London NW4 2DR
Bankers	HSBC Bank Plc 2 Walton Road , Aylesbury Buckinghamshire, HP21 7SS
Solicitors	Stone King LLP New Hall Market Place Melksham Wiltshire, SN12 6EX

# Aylesbury High School

## GOVERNORS' REPORT

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The governors present their annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 August 2018. The annual report serves the purposes of both a governors' report, and a directors' report under company law.

### **Structure, Governance and Management**

#### **Constitution**

Aylesbury High School 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 Aylesbury High School. There are five Members of the trust: Mrs Bull (who is not a Governor) and Mr Chandler, Mr Chaudhry, Mr Rosen, and Mrs Spencer (who are Governors). The governors act as the trustees for the charitable activities of Aylesbury High School and are also the directors of the Charitable Company for the purposes of company law. The Charitable Company is known as Aylesbury High School which operates as an academy school for pupils aged 11 to 18 serving a catchment area in north Buckinghamshire.

Details of the governors who served during the year are included in the Governance section on page 9.

#### **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.

#### **Governors' Indemnities**

The Articles of Association state that every Governor shall be indemnified out of the assets of the School against any liability by them in that capacity in defending any proceedings, whether civil or criminal, in which judgment is given in favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the School.

The School also has joined the Department for Education's Risk Protection Arrangement, providing the equivalent of employers' liability insurance, public liability insurance and professional indemnity insurance.

#### **Method of Recruitment and Appointment or Election of Governors**

Governors are appointed by unanimous decision of the Trust members. Parent Governors are elected by a vote amongst parents of the school's pupils and the outcome of the vote is adopted by the Members in making their appointment of Parent Governors. Parent Governors are limited to a term of office of 4 years.

#### **Policies and Procedures Adopted for the Induction and Training of Governors**

New governors are provided the following induction and training:

- a tour of the school with the opportunity to meet with students and staff,
- meetings with school leaders and managers appropriate to the committees and responsibilities the governor will take on,
- a pack of information and guidance,
- access to the school's Governor web site containing minutes, policies and other documentation,
- access to Buckinghamshire County Council's and the National Governor Association's web sites containing guidance and model policies, and
- a training package procured from Buckinghamshire County Council.

# Aylesbury High School

GOVERNORS' REPORT (continued)

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## **Organisational Structure**

The School is structured to devolve decision taking to the appropriate level. The levels are in order: Full Governing Body, Governor Sub Committee, Headteacher, Senior Leadership Team, Department/Area/Team Leader, Budget Holder.

The Governors are responsible for setting general policy, adopting an annual plan and budget, reviewing the School's policies, monitoring the School's activities and making major decisions about the direction of the School, capital expenditure and senior staff appointments. Many of the functions are delegated to Governor Subcommittees with written Terms of Reference. The governing body has approved a scheme of delegation which sets out a statement on the system of internal control, responsibilities, standing orders, a scheme of delegation and terms of reference. The Head Teacher is directly responsible for the day to day running of the academy and is assisted by a senior leadership team.

The Headteacher has overall executive responsibility for the academy's activities including financial activities. Much of the day-to-day responsibility for managing and authorising financial activities has been delegated to the Support Staff Director. The Headteacher assumes the role of Accounting Officer.

The Headteacher is responsible for the appointment of all staff with the exception of Deputy Headteachers, which must be done in conjunction with the Governors, although a Governor will usually be invited to be part of the recruitment panel for other staff.

The Senior Leadership Team comprises the Headteacher, one Deputy Headteacher, the Support Staff Director and three Assistant Headteachers. The Senior Leadership Team control the Academy at an executive level implementing the policies laid down by the Governors and reporting back to them. The Senior Leadership Team meets weekly and is collectively responsible for the day to day operation of the Academy, in particular organising the teaching staff, facilities and students.

The middle management of the school is organised by function and role, rather than by purely hierarchical lines, with teaching broadly managed by subject (with subjects grouped by curriculum area) and year (with years grouped by key stage) and support by functional teams.

Financial authority is specified in the School's Financial Handbook for the Governing Body, the Headteacher, specific key posts with financial responsibility and budget holders.

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

The Governors have approved a pay policy which sets out the appropriate pay ranges for the senior leadership team in the published staffing structure. Changes to the ranges can only be made by the Governing Body. For staff below the level of Headteacher, progression up these ranges is subject to satisfactory performance as measured by annual appraisal and approval by the Headteacher. The Headteacher is subject to a similar system, but the appraisal process is undertaken by governors and approved by the Chair of Governors.

## **Trade Union Facility Time**

The School does not have a formal arrangement with unions for consultation or staff representation, although it does support volunteer representatives of union bodies in the school and works with them informally when required. There is one member of staff who is released from their duties to represent a teacher's union in other schools across the County, but the cost of this is reimbursed by the Local Authority and so there are no figures relating to trades union facility time to be published by the School.

## **Related Parties and other Connected Charities and Organisations**

Aylesbury High School is not a part of a formal collective or grouping, nor is it controlled by any sponsoring body apart from the Department for Education (DfE) under the terms of its Funding Agreement.

# Aylesbury High School

GOVERNORS' REPORT (continued)

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The School works closely with a number of local organisations for mutual benefit, including local schools, the Local Authority, Buckinghamshire Learning Trust and teacher training organisations.

The School has a very strong link and mutual objectives with a registered charity, Aylesbury High School, charity number 1058760, ("Aylesbury High School Fund") and provides the trustees for that charity. The School exerts control over the charity by virtue of the composition of its Board, which is made up of senior staff of the School. The charity is therefore considered to be a subsidiary and has been consolidated into these accounts.

## Objectives and Activities

### Objects and Aims

The Academy Trust's object is to advance, for the public benefit, education in the United Kingdom by maintaining, managing and developing a school offering a broad and balanced curriculum. A further objective is to promote for the benefit of the inhabitants of Aylesbury and the surrounding areas the provision of facilities for recreation or other leisure time occupation in the interests of social welfare and with the object of improving the condition of life of the inhabitants.

### Objectives, Strategies and Activities

Aylesbury High School offers every girl a balanced and broad curriculum which is forward-looking, innovative and of the highest academic quality. School staff set standards of excellence for themselves and for their students, helping each girl to reach her full potential and recognising her individual needs.

Through the formal curriculum and through a planned programme of activities outside the classroom, the staff cultivate self-confidence, independent thinking, tolerance and a sense of responsibility in the students. The School believes that learning is enhanced by a happy, friendly and secure environment characterised by co-operation and mutual respect.

The school provides opportunities for girls to develop their skills and their ideas through the arts, sport and recreation, House activities and community involvement.

The School aims to prepare girls for life in the fast-changing world of which they will become adult members, ready to play an active and positive part in the local, national and international community.

In order to continue to improve how the School meets these objectives, each year a School Improvement Plan is drawn up in consultation with staff, students, governors and parents. Each priority has a more detailed action plan which is used by the member of the leadership team identified as its lead and the individual governors who have taken on that priority for scrutiny during the year. Academic, pastoral and support staff teams have their own priorities which reflect how they can contribute to the School's direction of travel (as well as any team-specific targets). Staff have individual priorities derived from the School's list incorporated into their appraisal objectives (as well as any personal development targets).

# Aylesbury High School

## GOVERNORS' REPORT (continued)

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For 2017/18, the Improvement Priorities were:

### Teaching and Learning

- TL1 Further improve teaching & learning:
- Review and improve marking, assessment and feedback in all subjects to ensure they are meaningful, manageable and motivating
  - Increase the effectiveness and consistency of homework
  - Run three projects to explore creative learning in the classroom
  - Ensure core subjects build on primary curriculum changes
  - Focus on all subjects contributing to successful exam performance
- TL2 Support students in overcoming barriers to learning and encourage both student and staff recognition of achievement
- Equip students to be self-motivating when faced with challenge
  - Strengthen staff understanding of student related issues
  - Promote consistent and appropriate information sharing
  - Run a pilot project to challenge Year 7 both in and out of the classroom
  - Improve the consistency and effectiveness of our rewards systems
  - [Cabinet Project] Improve students' confidence through sport, culture, writing and public speaking
- TL3 Embed final changes to reformed GCSE and A Levels

### Personnel

- P1 Continue to develop the AVTP (Aylesbury Vale Teaching Partnership) so that AHS and local primary and secondary schools benefit from its activities
- Run a Bucks CC-commissioned project on improving emotional health and well-being in schools
  - Establish AVTP's role in supporting swimming across Bucks
  - Work with Astra and the Buckinghamshire Partnership to increase the number of ITT trainees
  - Establish the use of AVTP's SLEs and NLE
- P2 Review Governors' ways of working to better support the strategic development of the school

### Resources

- R1 Launch a refreshed Development Campaign to support the school's future direction
- R2 Increase site security through the installation of:
- A visitor management system and perimeter CCTV
  - A [biometric?] system for better managing Sixth Form private study
- R3 2017-18 major premises projects:
- Refurbish the final science laboratory and the Tower Block classrooms
  - Make CIF bids for new Harding Hall boilers and further roof work.

### ICT

- Equip students to confidently use the most appropriate ICT systems to support their learning
- Equip teaching staff to confidently use the most appropriate ICT systems to support their classes
- Provide a reliable and efficient ICT infrastructure that promotes our ambitious plans, with a cost-effective and efficient support service
- Pilot 1-1 devices followed by a whole-school roll-out
- Strengthen e-safety policies and awareness, and ensure compliance with the new General Data Protection Regulation 2018

# Aylesbury High School

## GOVERNORS' REPORT (continued)

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### Public Benefit

In setting the Academy's objectives and planning its activities the Governors have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education and on fee-charging. By its constitution, the Academy supports the education of any female child meeting the approved entrance criteria who is placed at Aylesbury High School and hence does not require any parent to pay fees towards the general education of the pupils. The core aims of the Academy are met through the provision of teaching staff and facilities, with appropriate support and extended through the provision of trips, extracurricular activities and by making facilities available for the greater community good. The school is open to all pupils regardless of their background and is funded primarily by Government grants but also by the Aylesbury High School Fund, a separate but connected charity set up to hold monies donated by parents and well-wishers in support of the school and its aims.

### Fundraising

The School raises charitable donations to help to develop the school facilities and resources to ensure that every girl is able to fulfil her potential, wherever her strengths lie. The School has to rely on the generosity of parents, alumni and other benefactors as it is unable to fund significant improvements from the annual DfE grant alone. The School conscientiously observes the Department for Education guidelines on fundraising from parents and past students. The School's fundraising practice includes:

- all donations, large or small, are acknowledged and remain anonymous unless specific to the fundraising campaign (commemorative plaques, for example);
- non-donors in our parent and alumni community are not targeted to pursue their donations, such as by personalised direct mailings to non-donors;
- limiting the calendar of fundraising communications with no more than three direct communications annually, supported by website and Newsletter 'passive' promotion;
- offering a range of academic, social and networking events to raise donations;
- continually monitoring fundraising activity to ensure that it is appropriate for the donor base and regularly evaluating reactions; and
- in all fundraising communications openly, effectively and responsibly explaining the fundraising work to our students, parents, alumni and other donors and supporters, and celebrating their significant contribution to the development of the School.

The School does not currently work with any commercial participators or professional fundraisers. It does follow the Fundraising Regulator's Code of Fundraising Practice and the legal rules that apply to fundraising and the standards designed to ensure that fundraising is open, honest and respectful. Additionally, all donations and donor information is managed in compliance with GDPR requirements.

The Privacy Notice for the School's Donors and Alumni (Annex D) in the AHS Data Protection and Privacy Policy 2018 details how the School protects donors' personal data. Complaints appropriate to data protection are directed to the AHS Data Protection Officer. Concerns or complaints from parent, alumni, supporters or others about fundraising activities are directed to the Development & Alumni Relations Director, Head Teacher, or any member of the Senior Leadership Team. Such concerns or complaints would be rigorously investigated in a timely way, addressed appropriately and any subsequent actions communicated to the individual who initially raised the concern or complaint. As part of the School's commitment to best practice, all records of these concerns and complaints are reviewed by the Trustees.



# Aylesbury High School

GOVERNORS' REPORT (continued)

## Strategic Report

### Achievements and Performance

#### Basic Characteristics

	School (Jan 2018)	National (Jan 2018)
Number on Roll	1303	948
% of pupils known to be eligible for free school meals (FSM)*	4.1	27.6
% of pupils from minority ethnic groups	38.3	30.3
% of pupils first language not / believed not to be English	15.8	16.6
% of pupils with Special Educational Needs (SEN)	5.4	12.3

\* at any point in the last 6 years

#### Key Stage 4

	School Trend					National Comparisons				
	2016	2017	2018	Movement	Change 2016-2018	School	National (2018)	National Selective (2018)	Nat. Non Sel in highly selective areas (2018)	Difference (Sch-Nat)
Number of Pupils at end of KS4	187	182	187	↓↑	0	-	-	-	-	-
Attainment 8	70.3	73.5	75.0	↑↑	5	75	44.3	70.9	42.1	30.7
Progress 8	0.42	0.83	0.99	↑↑	1	0.99	0.00	0.57	-0.13	0.99
% Grade 5+ in Eng & Maths	N/A	98%	98%	→	N/A	98%	40%	93%	32%	58%
% of pupils entered for all E_Bacc subjects	89%	90%	83%	↑↓	-6%	83%	35%	79%	28%	48%
E_Bacc APS	N/A	N/A	7.3		N/A	7.3	3.8	6.7	3.5	3.5
<i>Prior attainment groups</i>										
No. of pupils in LOW prior attainment band	0	0	0	→→	0	0%	13%	0%	16%	-13%
LOW band Attainment 8	N/A	NE	NE		N/A	NE	25.2	41.7	25.0	-
LOW band Progress 8	N/A	NE	NE		N/A	NE	0.00	1.4	-0.04	-
No. of pupils in MIDDLE prior attainment band	8	8	13	→↑	5	5%	45%	7%	54%	-40%
MIDDLE band Attainment 8	61.6	56.6	59.4	↓↑	-2.2	59.4	40.8	55.2	39.8	18.6
MIDDLE band Progress 8	0.55	1.14	1.26	↑↑	0.7	1.26	0.00	0.97	-0.08	1.26
No. of pupils in HIGH prior attainment band	146	153	149	↑↓	3	96%	43%	94%	31%	53%
HIGH band Attainment 8	70.6	74.1	76.2	↑↑	5.6	76.2	61.0	71.8	55.3	15.2
HIGH band Progress 8	0.41	0.81	0.97	↑↑	0.6	0.97	0.00	0.54	-0.28	0.97
<i>Narrowing the gap</i>										
No. of pupils that are disadvantaged <sup>1</sup>	10	8	15	↓↑	5	-	-	-	-	-
Attainment 8 - disadvantaged pupils <sup>1</sup>	65.5	68.0	74.5	↑↑	9	74.5	N/A	-	-	N/A
Gap Disadv (sch) - Others (Nat)	12.2	18.2	N/A	↑	N/A	-	-	-	-	-
Progress 8 - disadvantaged pupils <sup>1</sup>	0.14	1.04	1.40	↑↑	1.26	1.40	N/A	-	-	N/A
Gap Disadv (sch) - Others (Nat)	0.04	0.93	N/A	↑	N/A	-	-	-	-	-

<sup>1</sup> Disadvantaged Pupils = those receiving Deprivation Pupil Premium (eligible for Free School Meals in the last 6 years) or who are looked after or adopted from care.

#### Key Stage 5

	School Trend					National Comparisons				
	2016	2017	2018	Movement	Change 2016-2018	School	National (2018)	National Selective (2018)	Nat. Non Sel in highly selective areas (2018)	Difference
Academic cohort at the end of KS5	191	195	191	↑↓	0	-	-	-	-	-
APS best 3 A Levels (A Level cohort) <sup>1</sup>	41.7	42.4	39.9	↑↓	-1.78	39.9	33.3	39.9	27.3	6.6
APS per academic entry	39.9	40.3	39.9	→→	0.07	39.9	33.4	39.2	27.1	6.5
% achieving AAB or higher <sup>1</sup> (2+ facilitating subj)	35%	38%	27%	↑↓	-8%	27%	16%	31%	5%	11%

<sup>1</sup> Based on A Level cohort

<sup>1</sup> Note: New point scores for all Level 3 qualifications from 2016

#### Absence Data

(Aut & Spring Term data)

	School Trend					National Comparisons				
	15/16	16/17	17/18	Movement	Change 15-17	School	National (2017/18 Secondary)			Difference
% Total absence	4.4	4.5	4.5	↑↓	0.1	4.5	5.4			0.9
% Unauthorised absence	0.2	0.3	0.3	↑↓	0.1	0.3	1.5			1.2

#### Latest Full Ofsted Inspection

Inspection Date	Jun-12	Short inspection since?	No
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#### Inspection Judgements from latest Full Ofsted Inspection

Overall effectiveness: how good is the school	1	Personal development, behaviour & welfare	
Outcomes for children and learners	1	Quality of teaching, learning & assessment	1
Early years provision (where applicable)		Effectiveness of leadership & management	1

# Aylesbury High School

GOVERNORS' REPORT (continued)

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## Going Concern

After making appropriate enquiries, the Governing Body has a reasonable expectation that Aylesbury High School 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.

## Key Financial Performance Indicators

The School's key academic performance indicators are reported above under "Achievements and Performance". From a financial perspective, Aylesbury High school operates under a funding agreement from the Department for Education which severely restricts the ability of the school to take on financial liabilities. Consequently financial performance indicators are driven by the need to match operational expenditure to grant income (ie day to day income and expenditure before taking account of capital expenditure, depreciation and actuarial adjustments). In the year to 31 August 2018 the school fully met its indicator of maintaining operational expenditure within funding and staying within planned budget.

## Financial Review

Aylesbury High School is in a sound financial position having balanced its expenditure against the primary source of income, General Annual Grant money from the government (provided via the Education Funding Agency). The bulk of the Grant has been spent on the salaries of the teaching and support staff of the school, with the remainder supporting the maintenance and development of the premises and purchasing of educational resources.

In the period, core operating expenditure of the school (not including depreciation charges nor parent-funded activity) was covered by General Annual Grant and other funding income of £5,871. Other non-capital income amounted to a further £819k. Discounting capital spend, depreciation and actuarial adjustments, the school expended a total of £6,490k, providing a net operating surplus for the year of £200k. Capital income was £597k in grants and spend amounted to £988k in additions and £386k in depreciation. There was an actuarial adjustment to decrease the LGPS pension by £479k which, together with the SOFA elements of the pensions left a net reduction in the liability of £273k.

In real terms, the school has managed to increase its available reserves by fundraising and careful management of the budget. As a result of the actuarial adjustment added to the Capital spend and in-year surplus, the overall funds for the school have seen a significant increase from £7,725k to £8,615k. The school started the year with net current assets of £868k with additional reserves in School Fund of £300k. At the end of year these respective values were £946 and £268; a net increase of £46k.

## Reserves Policy

The Governors have adopted the general policy principle that government funding should normally be spent on the pupils attending Aylesbury High School during the year in which the funding is given, making suitable, but minimum prudent, provision to safeguard the School against unforeseen circumstances. However, given the current financial climate in which there will be limited money available from government sources to pay for new capital work, the School will need to accrue reserves over a period of time to support aspirations for capital outlay.

The academy may not borrow money on the open market and so must maintain solvency at all times. The two areas of expenditure which require very large payments are major work on the fabric of the school and the monthly salary bill. Cash flow may be affected by circumstances leading to large invoices coinciding or any emergent defect or damage in the fabric of the school requiring immediate work to prevent a significant impact on the functioning of the school.

# Aylesbury High School

## GOVERNORS' REPORT (continued)

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The Governors reviewed their reserves policy in 2014 and will seek to maintain a reserve of unrestricted funds of at least £75k to deal with contingencies and build up a reserve of designated funds for long term capital development by setting aside at least £50k per annum. At the end of 2017-18 this latter fund stood at £300k and was designated for the refurbishment of the Tower Block in 2018-19 (a planned development delayed from 2017-18 for operational reasons).

As at 31 August 2018 the School held unrestricted reserves of £509k (2017: £448k) which included the designated reserves mentioned above, and restricted reserves of £268k (2017: £300k) in School Fund and £437k (2017: £415k) of other restricted and designated funds. Fixed assets reserves accounted for a further £9,514k (2017: £8,912k) and the pension liability was (£2,113)k (2017: (£2,350)k).

### **Financial and Risk Management Objectives and Policies**

Given the nature of the school as an academy, the 'financial instruments' that the School deals with are largely bank balances, cash and trade creditors, with limited trade (and other) debtors; consequently there are limited risks in the School's financial and business activities and they do not materially affect the assessment of the school's assets and state.

Liquidity risks are managed by maintaining sufficient cash reserves to deal with unexpected arising's (see the Reserves Policy below). Reserves are not invested in volatile instruments, but in major banks as deposit accounts. The academy currently has healthy levels of reserves and the liquidity risk, credit risk and cash flow risk to the academy is very low.

The School inherited a pension deficit from Buckinghamshire County Council relating to its support staff in the Local Government Pension Scheme. The nature of this scheme is such that the deficit is linked to the demographic of the staff rather than to individuals' liabilities and will change with staff resignations and appointments. The increasing deficit is a potential risk to the School since, if the 2014 changes to the scheme and economic conditions do not reverse the trend, increased employer contributions will be inevitable. Otherwise the deficit is not a risk to the school as it has been underwritten by the DfE in the event that the school were to cease operating.

### **Principal Risks and Uncertainties**

The principal risk facing the academy at present is from increased staff costs in a climate of restricted increases to government funding. The introduction of the National Funding Formula by the Government has removed this risk in the immediate future; since the school was consistently in the bottom few schools when comparing funding levels per student it has gained a significant increase in Government funding in the coming financial year (2018-19). However, the relaxing of the Governments tight pay restrictions, along with expected increases in Teacher pension costs in the next few years, will negate this increase within 2 years unless there is a more general increase to funding levels.

### **Investment Policy**

The school's funding position and the need to continue to improve the site (including rectifying years of under-investment in capital projects before conversion), means that the school is unlikely to build up significant cash reserves in the medium term. Surpluses are therefore only invested in bank deposit accounts and not in other financial instruments.

### **Funds held as Custodian Trustee on behalf of others**

The school acts as custodian to the 16-19 bursary fund. The fund represents monies paid by the EFSA to the school and is administered to provide financial assistance to those young people who face a financial barrier to continuing in education or training post-16. The School Fund manages a few small bequests which provide direct grants to students.

# Aylesbury High School

GOVERNORS' REPORT (continued)

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## Plans for Future Periods

The School has reviewed and updated its Improvement Plan to further enhance the quality of teaching and learning. Further significant capital expenditure is planned for 2018-19. The school has also been developing its operations as a Teaching School status since its implementation was completed during 2017. Further development of teacher training, delivery of courses and other inter-school support will continue in 2018-19.

## Auditor

Landau Baker Ltd has indicated its willingness to continue in office.

## Statement as to Disclosure of information to Auditors

The governors have confirmed that, as far as they are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware;
- and the governors 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 Governors' Report is approved by order of the Governing Body and the Strategic Report (included therein) is approved by the Governing Body in their capacity as the directors at a meeting on 3 December 2018 and signed on its behalf by:



**A Chaudhry**  
Chair

# Aylesbury High School

## GOVERNANCE STATEMENT

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### Scope of Responsibility

As governors, we acknowledge we have overall responsibility for ensuring that Aylesbury 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 Governing Body has delegated the day-to-day responsibility to the Headteacher, 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 Aylesbury High School and the Secretary of State for Education. The Headteacher is also responsible for reporting to the Governing Body any material weaknesses or breakdowns in internal control.

### Governance

The information on governance included here supplements that described in the Governors' Report and in the Statement of Governors' Responsibilities. The governing body has formally met 6 times during the year. Attendance during the year at meetings of the governing body was as follows:

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
Mrs H Bush	5	5
Mr J Chandler	5	6
Mr A Chaudhry	6	6
Mr J Clarke	5	6
Mr J Cook	4	6
Mr J Davis	6	6
Mrs C Elliot	5	6
Mr N Esslemont	5	5
Mr M Francas	5	5
Mrs A Pexton	3	3
Mr D Phillips	5	6
Mr A Rosen	6	6
Mr A Sara	3	4
Mrs G Sharman	6	6
Mrs J Spencer	6	6
Rev O Stephen	4	6
Dr K Weir	6	6
Mrs L Westcott	3	6
Mr A Woods	4	5

# Aylesbury High School

## GOVERNANCE STATEMENT (continued)

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The Resources Committee is a sub-committee of the main governing body. Its purpose is to deal in detail with finance and resource issues for and on behalf of the Governing body, reporting back where appropriate. During the period Mr Esslemont, Mrs Pexton and Mr Woods joined the Committee and Mr Sara resigned. Attendance at meetings in the period was as follows:

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
Mr J Chandler	6	6
Mr A Chaudhry	5	6
Mr J Davis	5	6
Mrs C Elliot	4	6
Mr N Esslemont	2	4
Mrs A Pexton	2	2
Mr D Phillips	4	6
Mr A Rosen	5	6
Mr A Sara	2	4
Mrs G Sharman	6	6
Rev O Stephen	3	6
Mr A Woods	2	4

### **Review of Value for Money**

As Accounting Officer the Headteacher 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. The Accounting Officer considers how the 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 Accounting Officer for the academy trust has delivered improved value for money during the year by:

- applying the four principles of best value when making decisions
- benchmarking performance and financial data with other schools
- not wasting time or resources to obtain minor savings or negligible efficiency improvements
- deploying staff to provide best value
- considering the allocation of facilities and deployment of resources carefully
- ensuring staff use procedures which provide best value
- monitoring across many levels, including budgets, academic performance, staff performance and value added to pupils attainment
- supporting and encouraging governor involvement

Specifically this year the school has:

- expended reserves on modernising the final science lab and kitchens, completed the project to replace the flat roofs of the original 1960's blocks, commenced work to replace the original pitched roofs of the 1970's blocks (which were tiled with asbestos cement sheets) and commenced a project to modernise and refurbish a boiler room dating back to the 1970's, all of which will bring these areas up to modern standards and in the process save energy and maintenance costs in the future
- renegotiated the catering contract leading to an increase in income for the school
- completed the negotiations post tender and implemented the new ICT services contract at a lower cost than the interim arrangements put in place in the previous year
- continued to critically assess staffing needs to remain within budget

### **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 on-going process designed to identify and prioritise the risks to the achievement of the School'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

# Aylesbury High School

## GOVERNANCE STATEMENT (continued)

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and economically. The system of internal control has been in place in Aylesbury High School for the year ended 31 August 2018 and up to the date of approval of the annual report and financial statements.

### Capacity to Handle Risk

The Governing Body has reviewed the key risks to which Aylesbury High School is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Governing Body is of the view that there is a formal on-going process for identifying, evaluating and managing Aylesbury High School's significant risks that has been in place for the year ended 31 August 2018 and up to the date of approval of the annual report and consolidated financial statements. This process is regularly reviewed by the Governing Body.

### The Risk and Control Framework

Aylesbury High School'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 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.

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 contracted for Landau Baker Ltd to complete additional checks of Aylesbury High School's financial systems during the year. Landau Baker Ltd reported to the Governing Body on the operation of the systems of control and on the discharge of the Governing Body's financial responsibilities. The Governors are satisfied that this process suitably informs their governance statements.


### Review of Effectiveness

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

- the programme of supplementary work by Landau Baker Ltd;
- the work of the external auditor;
- the work of the executive managers within Aylesbury High School who have 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 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 Governing Body on 3 December 2018 and signed on its behalf by:



**A Chaudhry**  
Chair



**A Rosen**  
Accounting Officer

# Aylesbury High School

## STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

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As Accounting Officer of Aylesbury High School I have considered my responsibility to notify the School's governing body and the Education Funding Agency of material irregularity, impropriety and non-compliance with EFSA terms and conditions of funding, under the funding agreement in place between the academy trust and the Secretary of State. As my part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2017.

I confirm that I and the academy trust governing body are able to identify any material irregular or improper use of 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 2017.

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.

If any instances are identified after the date of this statement, these will be notified to the Governing Body and the Education Funding Agency.



**A Rosen**  
**Accounting Officer**

Date: 3 December 2018



# Aylesbury High School

## STATEMENT OF GOVERNORS' RESPONSIBILITIES

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The governors (who act as trustees for the charitable activities of Aylesbury High School and are also the directors of the Charitable Company and Group for the purposes of company law) are responsible for preparing the Governors' Report and the financial statements in accordance with the Annual Accounts Direction 2017 to 2018 published by the Education Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the governors to prepare financial statements for each financial year. Under company law the governors 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 its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the governors 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
- make judgments and accounting estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards (FRS 102) 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 business

The governors 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 governors are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring grants received from EFSA/DfE have been applied for the purposes intended.

The governors 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 Governing Body on 3 December 2018 and signed on its behalf by:



**A Chaudhry**  
Chair

Date: 3 December 2018

# Aylesbury High School

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AYLESBURY HIGH SCHOOL  
FOR THE YEAR ENDING 31 AUGUST 2018

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## Opinion

We have audited the financial statements of Aylesbury High School (the 'academy') for the year ended 31 August 2018 which comprise the Statement of Financial Activities incorporating Income and Expenditure Account, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, 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 2017 to 2018 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's affairs as at 31 August 2018 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 2017 to 2018 issued by the Education & Skills Funding Agency.

## 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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the academy in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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'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.

## Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. 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

# Aylesbury High School

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AYLESBURY HIGH SCHOOL  
FOR THE YEAR ENDING 31 AUGUST 2018

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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.

## **Opinion 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has 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 and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' 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 Trustees' 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 Statement of Trustees' Responsibilities, the Trustees (who are also the directors of the academy 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.

In preparing the financial statements, the Trustees are responsible for assessing the academy'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 or to cease operations, or have no realistic alternative but to do so.

## **Auditors' 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 Auditors' 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 Auditors' Report.

# Aylesbury High School

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AYLESBURY HIGH SCHOOL  
FOR THE YEAR ENDING 31 AUGUST 2018

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## Use of our report

This report is made solely to the academy'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's members those matters we are required to state to them in an Auditors' 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 and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

*Michael Durst for Landau Baker Limited*

Michael Durst (Senior statutory auditor)  
for and on behalf of  
**Landau Baker Limited**  
Chartered Accountants  
Statutory Auditors

Mountcliff House  
154 Brent Street  
London  
NW4 2DR

Date: 26 November 2018

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# Aylesbury High School

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES)  
for the year ended 31 August 2018

	Note:	Unrestricted Funds (£000s)	Restricted General Funds (£000s)	Restricted Fixed Asset Funds (£000s)	<b>2018 Total (£000s)</b>	2017 Total (£000s)
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and capital grants	1	-	49	597	<b>646</b>	487
<i>Charitable Activities:</i>						
Funding for educational operations	2	171	6,133	-	<b>6,304</b>	6,396
Teaching School	7	-	196	-	<b>196</b>	73
Other trading activities	3	138	1	-	<b>139</b>	95
Investments	4	1	1	-	<b>2</b>	1
<b>TOTAL INCOMING RESOURCES</b>		<b>310</b>	<b>6,380</b>	<b>597</b>	<b>7,287</b>	<b>7,052</b>
<b>EXPENDITURE ON</b>						
Raising Funds	5	75	43	-	<b>118</b>	102
<i>Charitable Activities</i>						
Educational operations	6	99	6,156	386	<b>6,641</b>	6,543
Teaching School	7	-	117	-	<b>117</b>	34
<b>TOTAL RESOURCES EXPENDED</b>		<b>174</b>	<b>6,316</b>	<b>386</b>	<b>6,876</b>	<b>6,679</b>
Transfers between funds	17	(75)	(316)	391	-	-
<b>NET INCOME/(EXPENDITURE) FOR THE YEAR</b>		<b>61</b>	<b>(252)</b>	<b>602</b>	<b>411</b>	<b>373</b>
<b>OTHER RECOGNISED GAINS AND LOSSES</b>						
Actuarial (losses)/gains on pension schemes	25	-	479	-	<b>479</b>	653
<b>NET MOVEMENT IN FUNDS</b>		<b>61</b>	<b>227</b>	<b>602</b>	<b>890</b>	<b>1,026</b>
<b>RECONCILIATION OF FUNDS</b>						
Funds brought forward to this Year		448	(1,635)	8,912	<b>7,725</b>	6,699
<b>FUNDS CARRIED FORWARD</b>	18	<b>509</b>	<b>(1,408)</b>	<b>9,514</b>	<b>8,615</b>	<b>7,725</b>

All of the Academy Trust's activities derive from continuing operations during the above two financial years.

# Aylesbury High School


BALANCE SHEETS

31 August 2018

Company Registration No. 07633357

	Note:	Company 2018 (£000s)	Group 2018 (£000s)	Company 2017 (£000s)	Group 2017 (£000s)
<b>FIXED ASSETS</b>					
Tangible assets	11	9,514	9,514	8,912	8,912
		<u>9,514</u>	<u>9,514</u>	<u>8,912</u>	<u>8,912</u>
<b>CURRENT ASSETS</b>					
Stock	13	33	33	28	28
Debtors	14	351	362	188	190
Cash		1,081	1,391	1,077	1,380
		<u>1,465</u>	<u>1,786</u>	<u>1,293</u>	<u>1,598</u>
<b>CREDITORS</b>					
Creditors due within 1 year	15	(503)	(556)	(425)	(430)
		<u>962</u>	<u>1,230</u>	<u>868</u>	<u>1,168</u>
<b>NET CURRENT ASSETS</b>					
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
Creditors falling due after 1 year	16	(16)	(16)	(5)	(5)
<b>TOTAL ASSETS EXCLUDING PENSION LIABILITY</b>		<u>10,460</u>	<u>10,728</u>	9,775	10,075
Pension Liability	25	(2,113)	(2,113)	(2,350)	(2,350)
		<u>8,347</u>	<u>8,615</u>	<u>7,425</u>	<u>7,725</u>
<b>NET ASSETS INCLUDING PENSION LIABILITY</b>					
<b>FUNDS OF THE ACADEMY:</b>					
<b>Restricted Funds</b>					
	17				
Fixed asset funds		9,514	9,514	8,912	8,912
Pension Reserve		(2,113)	(2,113)	(2,350)	(2,350)
Extracurricular Funds		27	33	16	22
Designated Reserves		118	118	39	39
General funds		292	554	360	654
<b>Total Restricted Funds</b>		<u>7,838</u>	<u>8,106</u>	<u>6,977</u>	<u>7,277</u>
<b>Unrestricted Funds</b>					
	17				
Designated Funds		317	317	284	284
General funds		192	192	164	164
<b>Total Unrestricted Funds</b>		<u>509</u>	<u>509</u>	<u>448</u>	<u>448</u>
<b>TOTAL FUNDS</b>		<u>8,347</u>	<u>8,615</u>	<u>7,425</u>	<u>7,725</u>

The financial statements on pages 18 to 42 were approved by the governors and authorised for issue on 3 December 2018, and are signed on their behalf by:

  
A Chaudhry  
Chair

# Aylesbury High School

CONSOLIDATED CASH FLOW STATEMENT  
for the year ended 31 August 2018

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		<b>2018</b>	2017
		<b>(£000s)</b>	(£000s)
<b>Cash flows from operating activities</b>	Note:		
Net cash provided by (used in) operating activities	21	<b>373</b>	441
<b>Cash flows from investing activities</b>	22	<b>(362)</b>	(67)
<b>Change in cash and cash equivalents in the reporting period</b>		<b><u>11</u></b>	<u>374</u>
<b>Cash and Cash equivalents at 1 September 2017</b>		<b><u>1,380</u></b>	
<b>Cash and Cash equivalents at 1 September 2018</b>	23	<b><u><u>1,391</u></u></b>	<u><u>1,380</u></u>



# Aylesbury High School

## ACCOUNTING POLICIES

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### **Basis of preparation**

The financial statements of Aylesbury High School, 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), the Charities SORP (FRS102), the Academies Accounts Direction issued by EFSA, the Charities Act 2011 and the Companies Act 2006. A summary of the principal accounting policies, which have been applied consistently, except where noted, is set out below.

Aylesbury High School meets the definition of a public benefit entity under FRS 102.

### **Basis of consolidation**

The consolidated financial statements incorporate those of Aylesbury High School and its School Fund for the year. The financial statements are for the period from 1 September 2017 to 31 August 2018 for the academy and consolidate for the same period the results of the Aylesbury High School Fund. The financial statements have been consolidated on a line by line basis. All intra-group transactions and balances are eliminated fully on consolidation.

### **Going concern**

The financial statements have been prepared under the going concern basis. No material uncertainties related to events or conditions cast a significant doubt on the ability of the school to continue as a going concern. The governors make this assessment in respect of a period of at least one year from the date of approval of the financial statements. Aylesbury High School has secured sufficient funding from the Education Funding Agency to cover expected expenditure for the next academic year.

### **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 26, 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 August 2018 has been used by the actuary in valuing the pensions liability at 31 August 2018. 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.

### **Incoming resources**

All incoming resources are recognised when the Academy Trust has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

# Aylesbury High School

## ACCOUNTING POLICIES (CONTINUED)

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### **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. The General Annual Grant ('GAG') from the Department for Education, which is intended to meet recurrent costs, is recognised on a receivable basis and is credited directly to the Statement of Financial Activities. Other grants from government agencies and other bodies are recognised in the period in which they are receivable to the extent the conditions of funding have been met. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received the income is accrued.

Donations are included recognised on a receivable basis where there is entitlement, certainty of receipt and the amount can be reliably measured.

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

### **Other income**

Other income including hire of facilities is recognised in the period it is receivable and to the extent the goods have been provided or the completion of the service.

### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the academy; this is normally upon notification of the interest paid or payable by the Bank.

### **Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **Liabilities and provisions**

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 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 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.

### **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 14. Prepayments are not financial instruments.

# Aylesbury High School

## ACCOUNTING POLICIES (CONTINUED)

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*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 15 and 16. 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.

### Resources expended

All expenditure is recognised in the period in which a liability is incurred and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to each activity cost category on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

*Expenditure on raising funds* are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

*Expenditure on charitable activities* are costs incurred on the School's educational operations and other charitable objectives, including support costs, and costs associated with governance of the School

All resources expended are inclusive of irrecoverable VAT.

### Tangible fixed assets

Tangible fixed assets costing £5,000 or more are capitalised at cost 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. 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 such assets is charged to the restricted fixed asset fund in the Statement of Financial Activities so as to reduce the fund over the useful economic life of the related asset on a basis consistent with the academy trust's depreciation policy. Where tangible fixed assets have been acquired with unrestricted funds, funds are transferred to the Restricted General Fund and depreciation is therefore charged to the General Annual Grant portion of General Restricted Funds.

On conversion to an academy, Aylesbury High School took a 125 year lease on the property and land of the school from Buckinghamshire County Council. The capital value of this is reflected in the accounts, and is depreciated over the lifetime of the lease.

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

<i>Leasehold Land and Buildings</i>			
	Buildings	2%	50 year life
	Land	lease lifetime	125 years
<i>Fixtures, Fittings, and Equipment</i>			
	Building Plant and Fixtures	10%	10 year life
<i>Computer Hardware</i>			
	Electronic Equipment	20%	5 year life

# Aylesbury High School

## ACCOUNTING POLICIES (CONTINUED)

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Fixed assets which are under construction which are not materially complete at year end are classified as "Assets under Construction". The value capitalised at year end will be based on invoices dated prior to year-end which have been authorised for payment (either by the school, quantity surveyor or other project manager engaged by the school). Depreciation will not be applied to part-complete assets until the year-end following their completion.

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.

### **Fund accounting**

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

Restricted General Funds are resources subject to specific restrictions imposed by funders or donors, and include grants from the Education Funding Agency.

Restricted Fixed Assets Funds are resources which are to be applied to specific capital purposes imposed by the Education Funding Agency or persons or charitable bodies making the donation, where the asset acquired or created is held for a specific purpose.

### **Stock**

Stocks are valued at the lower of cost or net realisable value. Unsold donated items are not included.

### **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.

### **Operating leases**

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

### **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. As stated in note 25, the TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore 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 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

# Aylesbury High School

## ACCOUNTING POLICIES (CONTINUED)

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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/asset 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.

### **Agency arrangements**

The Academy Trust acts as an agent in the administering of 16-19 Bursary Funds from the EFSA. Related payments received from the EFSA and subsequent disbursements to students are excluded from the statement of financial activities to the extent that the Academy Trust does not have a beneficial interest in the individual transactions. The allowance of 5% as a contribution to administration costs has been taken by the school. Where funds have not been fully applied in the period then an amount will be included as amounts due to the EFSA.

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 1 DONATIONS AND CAPITAL GRANTS

	Unrestricted Funds (£000s)	Restricted Funds (£000s)	Restricted Fixed Asset Funds (£000s)	2018 Total (£000s)	2017 Total (£000s)
Capital grants and donations	-	-	593	593	434
Other donations	-	49	4	53	53
	<u>-</u>	<u>49</u>	<u>597</u>	<u>646</u>	<u>487</u>

## 2 FUNDING FOR CHARITABLE ACTIVITIES

	Unrestricted Funds (£000s)	Restricted Funds (£000s)	2018 Total (£000s)	2017 Total (£000s)
<b>DFE/EFSA REVENUE GRANTS</b>				
General Annual Grant	-	5,615	5,615	5,643
Other DfE/EFSA Grants	-	51	51	67
	<u>-</u>	<u>5,666</u>	<u>5,666</u>	<u>5,710</u>
<b>OTHER GOVERNMENT GRANTS</b>				
Local Authority Grants	-	7	7	16
Special Educational Projects	-	2	2	12
	<u>-</u>	<u>9</u>	<u>9</u>	<u>28</u>
<b>OTHER INCOME</b>				
Hire of Facilities	60	-	60	65
Examination Fees	-	9	9	10
Educational Activities	21	493	514	617
Other Income	90	152	242	39
	<u>171</u>	<u>654</u>	<u>825</u>	<u>731</u>
Total	<u>171</u>	<u>6,329</u>	<u>6,500</u>	<u>6,469</u>

## 3 OTHER TRADING ACTIVITIES

	2018 Total (£000s)	2017 Total (£000s)
Sale of school uniforms and related stock	77	79
Other income	62	16
	<u>139</u>	<u>95</u>

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

4	INVESTMENT INCOME		2018 Total (£000s)	2017 Total (£000s)
	Bank Interest		<u>2</u>	<u>1</u>

## 5 RESOURCES EXPENDED IN CHARITABLE ACTIVITIES

	Non pay expenditure			2018 Total (£000s)	2017 Total (£000s)
	Staff Costs (£000s)	Premises (£000s)	Other costs (£000s)		
Expenditure on raising funds					
Direct Costs	44	-	73	117	102
Support Costs	-	-	1	1	-
Educational operations:					
Direct Costs	3,841	323	941	5,105	5,052
Support Costs	757	303	476	1,536	1,491
Teaching School	62	6	49	117	34
	<u>4,704</u>	<u>632</u>	<u>1,540</u>	<u>6,876</u>	<u>6,679</u>

Net expenditure for the year includes:

	Curr Yr Total (£000s)	Last Yr Total (£000s)
Operating lease rentals	14	13
Depreciation	386	366
Fees payable to auditor for:		
Audit	7	7
Other services	<u>1</u>	<u>3</u>

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 6 Educational Operations

	2018 Total (£000s)	2017 Total (£000s)
Direct Costs		
Teaching and educational support staff costs	3,823	3,773
Depreciation	323	309
Technology Costs	46	77
Educational supplies	685	682
Examination fees	121	137
Staff development	30	39
Educational consultancy	59	31
Other direct costs	18	4
	<u>5,105</u>	<u>5,052</u>
Support costs		
Support staff costs	748	690
Depreciation	63	56
Technology costs	9	14
Recruitment and support	42	44
Maintenance of premises and equipment	121	139
Cleaning	14	15
Rent and rates	33	27
Energy costs	72	70
Insurance	26	27
Security and transport	-	5
Catering	15	6
Bank interest and charges	11	14
Other support costs	125	152
LGPS pension costs applied to SOFA	242	212
Governance costs	15	20
	<u>1,536</u>	<u>1,491</u>
	<u>6,641</u>	<u>6,543</u>

Note: 2017 figures restated to remove Teaching School (now in Note 7).



# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 7 TEACHING SCHOOL

	2018 Total (£000s)	2017 Total (£000s)
Income		
DFE/EFSA Grant Income	56	65
Other Income	140	8
<b>Total Income</b>	<b>196</b>	<b>73</b>
Expenditure		
Direct Costs		
Direct Staff Costs	46	14
Staff Development	17	14
Other Direct Costs	22	3
<b>Total Direct Costs</b>	<b>85</b>	<b>31</b>
Support Costs		
Support Staff Costs	16	-
Depreciation	4	-
Technology Costs	1	-
Recruitment and Support	-	-
Security and Support	-	-
Other Support Costs	11	3
Governance costs	-	-
<b>Total Support Costs</b>	<b>32</b>	<b>3</b>
<b>Total Expenditure</b>	<b>117</b>	<b>34</b>
Surplus / (deficit) from all sources	79	39
Teaching School balance at 1 Sep 2017	39	-
<b>Teaching School balance at 1 Sep 2018</b>	<b>118</b>	<b>39</b>

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 8 STAFF COSTS

	2018 Total (£000s)	2017 Total (£000s)
<b>Staff costs during the period were</b>		
Wages and salaries	3,667	3,552
Social security costs	354	342
Pension costs	640	615
	<u>4,661</u>	<u>4,509</u>
Agency and supply teacher costs	43	13
	<u>4,704</u>	<u>4,522</u>

### Staff Numbers

The average number of persons (including senior management team) employed by the School during the period was as follows:

	Headcount:		Full time equivalence:	
	2018 Total	2017 Total	2018 Total	2017 Total
Teachers	78	77	67	65
Administration and support	63	62	36	35
Management	6	6	6	6
	<u>147</u>	<u>145</u>	<u>109</u>	<u>106</u>

The number of employees whose emoluments (excluding employer pension contributions) fell within the following bands was:

	2018 No.	2017 No.
£60,001 - £70,000	2	1
£90,000 - £100,000	-	1
£100,000 - £110,000	1	-

### Key management personnel

The key management personnel of the School comprise the trustees and the Senior Leadership Team as listed on page 1. Trustees receive no remuneration for their services. The total amount of employee benefits (including employer pension contributions) received by the Senior Leadership Team for their services to the school was: £442,289 (2017: £432,915).

# Aylesbury High School

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2018

### 9 RELATED PARTY TRANSACTIONS – TRUSTEES’ REMUNERATION AND EXPENSES

Whilst the Headteacher's salary reflects the requirement to act as a trustee, other voluntary staff governors only receive remuneration in respect of services they provide undertaking their roles as members teaching or support staff under their contracts of employment and consequently receive no remuneration whatsoever in respect of their services as governors. Other governors did not receive any payments from the Academy Trust in respect of their role as governors. The value of Headteacher's remuneration and other benefits was as follows: A Rosen (Headteacher and governor) Remuneration £100,000-£110,000 Employer's Pension Contributions £10,000-£20,000; L Westcott (Governor) Remuneration £20,000-£30,000 Employer's Pension £0-£10,000; M Potkin (Governor) Remuneration £40,000-£50,000 Employer's Pension £00-£10,000; J Cook (Governor) Remuneration £30,000-£40,000 Employer's Pension £00-£10,000.

During the period ended 31 August 2018, £ nil (2017: £ nil) of travel and subsistence expenses were reimbursed to governors.

Related party transactions involving the governors are set out in note 27.

### 10 GOVERNORS' AND OFFICERS' INSURANCE

The School 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 governors' and officers' indemnity element from the overall cost of the RPA scheme.

The cost of this insurance is included in the total insurance cost.

### 11 TANGIBLE FIXED ASSETS

	Leasehold land and buildings (£000s)	Fixtures, plant and equipment (£000s)	Computer hardware (£000s)	Total (£000s)
Cost:				
As at 1 Sep 2017	10,262	604	16	10,882
Additions	746	120	122	988
Total at 31 August 2018	<u>11,008</u>	<u>724</u>	<u>138</u>	<u>11,870</u>
Depreciation				
As at 1 Sep last year	1,826	132	12	1,970
Charged in period	332	51	3	386
	<u>2,158</u>	<u>183</u>	<u>15</u>	<u>2,356</u>
Net book value 31 August 2018	<u>8,850</u>	<u>541</u>	<u>123</u>	<u>9,514</u>
Net book value 31 August 2017	<u>8,436</u>	<u>472</u>	<u>4</u>	<u>8,912</u>

# Aylesbury High School

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2018

### 12 SCHOOL FUND FIGURES CONSOLIDATED INTO COMPANY SOFA AND BALANCE SHEET

The academy controls Aylesbury High School, School Fund, a separate registered charity in England and Wales, by virtue of the composition of its board, which is made up of academy Governors. The results for the charity, excluding any consolidation adjustments, for the period ended 31 August 2018 included in these consolidated financial statements were as follows:

	2018 Total (£000s)	2017 Total (£000s)
<b>Statement of Financial Activities</b>		
Incoming Resources	80	92
Resources Expended	(113)	(38)
Net movement in period	<u>(33)</u>	<u>54</u>
<b>Balance Sheet</b>		
Assets	321	320
Liabilities	(53)	(20)
	<u>268</u>	<u>300</u>
Funds		
Restricted Funds	<u>268</u>	<u>300</u>

### 13 STOCK

	Company 2018 (£000s)	Group 2018 (£000s)	Company 2017 (£000s)	Group 2017 (£000s)
School Uniform Shop	29	29	24	24
Educational resources	4	4	4	4
	<u>33</u>	<u>33</u>	<u>28</u>	<u>28</u>

### 14 DEBTORS

	Company 2018 (£000s)	Group 2018 (£000s)	Company 2017 (£000s)	Group 2017 (£000s)
Trade debtors	12	12	11	11
VAT recoverable	96	96	91	91
Other debtors	107	109	12	14
Prepayments and accrued income	136	145	74	74
	<u>351</u>	<u>362</u>	<u>188</u>	<u>190</u>

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 15 CREDITORS: Amounts falling due within one year

	Company 2018 (£000s)	Group 2018 (£000s)	Company 2017 (£000s)	Group 2017 (£000s)
Trade Creditors	-	-	13	13
Other taxation and social security	86	86	85	85
EFSA creditor: abatement of GAG	-	-	-	-
Other creditors	65	120	15	20
Other loans	-	-	-	-
Accruals and deferred income	352	350	312	312
	<u>503</u>	<u>556</u>	<u>425</u>	<u>430</u>
Deferred Income				
Deferred income at 1 September last year	140	140	273	273
Amounts released from previous years	(140)	(140)	(273)	(273)
Resources deferred in the year	167	167	140	140
	<u>167</u>	<u>167</u>	<u>140</u>	<u>140</u>
Deferred Income at 31 August this year				

Deferred income relates to grant income received in advance and income in relation to school trips which have not yet taken place.

## 16 CREDITORS: Amounts falling due after more than one year

	2018 Total (£000s)	2017 Total (£000s)
Other Creditors	16	5
	<u>16</u>	<u>5</u>

Creditor relates to retention due on building works. Retention is due to be paid in 2019-20.

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 17 FUNDS

	Opening Balance (£000s)	Incoming Resources (£000s)	Resources Expended (£000s)	Gains, losses and transfers (£000s)	At 31 August 2018 (£000s)
<b>RESTRICTED GENERAL FUNDS</b>					
General Annual Grant (GAG)	355	5,557	(5,353)	(267)	292
Pupil Premium	-	58	(58)	-	-
Pension Reserve	(2,350)	-	(242)	479	(2,113)
Other Grants	20	489	(482)	-	27
Teaching School	39	196	(117)	-	118
*School Fund	301	80	(64)	(49)	268
	<u>(1,635)</u>	<u>6,380</u>	<u>(6,316)</u>	<u>163</u>	<u>(1,408)</u>
<b>RESTRICTED FIXED ASSET FUNDS</b>					
Inherited Fixed Assets	6,021	-	(261)	-	5,760
DfE/ESFA capital grants	1,126	593	(28)	-	1,691
Capital expenditure from GAG	1,160	-	(73)	287	1,374
Other benefactors	93	4	(9)	55	143
*School Fund	512	-	(15)	49	546
	<u>8,912</u>	<u>597</u>	<u>(386)</u>	<u>391</u>	<u>9,514</u>
<b>TOTAL RESTRICTED FUNDS</b>	<u><b>7,277</b></u>	<u><b>6,977</b></u>	<u><b>(6,702)</b></u>	<u><b>554</b></u>	<u><b>8,106</b></u>
<b>UNRESTRICTED FUNDS</b>					
Unrestricted Funds	448	310	(174)	(75)	509
<b>TOTAL UNRESTRICTED FUNDS</b>	<u><b>448</b></u>	<u><b>310</b></u>	<u><b>(174)</b></u>	<u><b>(75)</b></u>	<u><b>509</b></u>
<b>TOTAL FUNDS</b>	<u><b>7,725</b></u>	<u><b>7,287</b></u>	<u><b>(6,876)</b></u>	<u><b>479</b></u>	<u><b>8,615</b></u>

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

**General Annual Grant (GAG)** represents the core funding for the educational activities of the school that has been provided to the academy via the Education Funding Agency by the Department for Education. The General Annual Grant Fund has been set up because the GAG must be used for the normal running costs of the academy. Pupil Premium grant funds are separately recorded.

**Pension Reserve** represents the net deficit on the LGPS defined benefit pension scheme. The deficit arose because of the pension scheme deficit inherited on conversion and future GAG funding agreed by the EFSA is expected to be sufficient to take the fund back into surplus.

**Other Grants** represents other material restricted incoming resources for the following specific purposes:

Other DfE/EFSA grants - other DfE/EFSA non-capital grants not covered by the general funding statement.

Other government grants - grants from local authority and other government departments for specific purposes.

# Aylesbury High School

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2018

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### 17 FUNDS (Continued)

Other income:

- Examination fee income. Students who decide to re-take examinations or have papers remarked are required to pay the entrance fees for those examinations.
- School trip and extra-curricular activity which is primarily funded by parental contribution and is essentially non-profit; any minor surplus from one year can be offset against unavoidable losses in future years.
- Donations of £7k from the parents' association, the "AHSA", received towards the cost of educational equipment and any other non-capital gifts to the school.

**Teaching School** represents any carried forward DFE grant for Teaching School plus any surpluses generated from its operations.

**School Fund** represents Aylesbury High School, School Fund, a separate registered charity in England and Wales, which the School leadership controls by being its trustees. This fund represents the consolidated results for this charity. Parental donations of £50k for enhancing the school and the education of its pupils are accounted for within the School Fund line.

**Inherited Fixed Assets** recognises the tangible assets gifted to the academy upon conversion by the local authority, which represent the school site inherited from the local authority including the freehold land and buildings and all material items of plant and machinery included therein and also of subsequent fixed asset expenditure. Depreciation charged on those inherited assets is allocated to the fund.

**DFE/ESFA capital grants** represent capital grants received towards the cost of new building works from the Department for Education and includes Devolved Formula Capital Grant. Depreciation charged on these assets is allocated to the fund.

**Capital Expenditure from GAG** recognises the tangible assets built by the academy since conversion using GAG funding. Depreciation charged on these assets is allocated to the fund.

**Other Benefactors** recognise the tangible assets built by the academy using donations and other funds received for this purpose. Depreciation charged on these assets is allocated to the fund.

Under the funding agreement with the Secretary of State, the Academy Trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2018

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 17 FUNDS (Continued)

Comparative information in respect of preceeding period is as follows:

	Balance at 1 Sept 2016 (£000s)	Incoming Resources (£000s)	Resources Expended (£000s)	Gains, losses and transfers (£000s)	Balance at 31 August 2017 (£000s)
<b>RESTRICTED GENERAL FUNDS</b>					
General Annual Grant (GAG)	12	5,583	(5,203)	(37)	355
Pupil Premium	-	60	(60)	-	-
Pension Reserve	(2,791)	-	(212)	653	(2,350)
Other Grants	3	649	(632)	-	20
Teaching School	-	73	(34)	-	39
*School Fund	247	92	(38)	-	301
	<u>(2,529)</u>	<u>6,457</u>	<u>(6,179)</u>	<u>616</u>	<u>(1,635)</u>
<b>RESTRICTED FIXED ASSET FUNDS</b>					
Inherited Fixed Assets	6,277	-	(256)	-	6,021
DFE/ESFA capital grants	771	379	(24)	-	1,126
Capital expenditure from GAG	1,184	-	(61)	37	1,160
Other benefactors	102	-	(9)	-	93
*School Fund	527	-	(15)	-	512
	<u>8,861</u>	<u>379</u>	<u>(365)</u>	<u>37</u>	<u>8,912</u>
<b>TOTAL RESTRICTED FUNDS</b>	<u><b>6,332</b></u>	<u><b>6,836</b></u>	<u><b>(6,544)</b></u>	<u><b>653</b></u>	<u><b>7,277</b></u>
<b>UNRESTRICTED FUNDS</b>					
Unrestricted Funds	367	216	(135)	-	448
<b>TOTAL UNRESTRICTED FUNDS</b>	<u><b>367</b></u>	<u><b>216</b></u>	<u><b>(135)</b></u>	<u><b>-</b></u>	<u><b>448</b></u>
<b>TOTAL FUNDS</b>	<u><b>6,699</b></u>	<u><b>7,052</b></u>	<u><b>(6,679)</b></u>	<u><b>653</b></u>	<u><b>7,725</b></u>



# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 17 FUNDS (Continued)

A Current 12 months and prior 12 months combined position is as follows:

	Balance at 1 Sept 2016 (£000s)	Incoming Resources (£000s)	Resources Expended (£000s)	Gains, losses and transfers (£000s)	Balance at 31 August 2018 (£000s)
<b>RESTRICTED GENERAL FUNDS</b>					
General Annual Grant (GAG)	12	11,140	(10,556)	(304)	292
Pupil Premium	-	118	(118)	-	-
Pension Reserve	(2,791)	-	(454)	1,132	(2,113)
Other Grants	3	1,138	(1,114)	-	27
Teaching School	-	269	(151)	-	118
*School Fund	247	172	(102)	(49)	268
	<u>(2,529)</u>	<u>12,837</u>	<u>(12,495)</u>	<u>779</u>	<u>(1,408)</u>
<b>RESTRICTED FIXED ASSET FUNDS</b>					
Inherited Fixed Assets	6,277	-	(517)	-	5,760
DFE/ESFA capital grants	771	972	(52)	-	1,691
Capital expenditure from GAG	1,184	-	(134)	324	1,374
Other benefactors	102	4	(18)	55	143
*School Fund	527	-	(30)	49	546
	<u>8,861</u>	<u>976</u>	<u>(751)</u>	<u>428</u>	<u>9,514</u>
<b>TOTAL RESTRICTED FUNDS</b>	<u><b>6,332</b></u>	<u><b>13,813</b></u>	<u><b>(13,246)</b></u>	<u><b>1,207</b></u>	<u><b>8,106</b></u>
<b>UNRESTRICTED FUNDS</b>					
Unrestricted Funds	367	526	(309)	(75)	509
<b>TOTAL UNRESTRICTED FUNDS</b>	<u><b>367</b></u>	<u><b>526</b></u>	<u><b>(309)</b></u>	<u><b>(75)</b></u>	<u><b>509</b></u>
<b>TOTAL FUNDS</b>	<u><b>6,699</b></u>	<u><b>14,339</b></u>	<u><b>(13,555)</b></u>	<u><b>1,132</b></u>	<u><b>8,615</b></u>

## 18 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds (£s)	Restricted Funds (£s)	Restricted Fixed Asset Funds (£s)	2018 Total (£000s)	2017 Total (£000s)
Tangible fixed assets			9,514	9,514	8,912
Current assets	509	1,277		1,786	1,598
Current liabilities		(556)		(556)	(430)
Long term liabilities		(16)		(16)	(5)
Pension scheme liability		(2,113)		(2,113)	(2,350)
	<u>509</u>	<u>(1,408)</u>	<u>9,514</u>	<u>8,615</u>	<u>7,725</u>

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 19 CAPITAL COMMITMENTS

	2018 Total (£000s)	2017 Total (£000s)
Contracted for, but not provided in the financial statements	<u>338</u>	<u>271</u>

## 20 FINANCIAL COMMITMENTS

### OPERATING LEASES

	2018 Total (£000s)	2017 Total (£000s)
At 31 August the Academy Trust had annual commitments under non-cancellable operating leases as follows:		
Other		
Expiring within one year	14	14
Expiring within two to five years	<u>7</u>	<u>32</u>

## 21 RECONCILIATION OF NET INCOME TO NET CASH INFLOW FROM OPERATING ACTIVITIES

	2018 Total (£000s)	2017 Total (£000s)
Net (expenditure)/income	411	373
Adjusted for:		
Depreciation (Note 11)	386	365
Capital grants from DFE and other capital income	(597)	(379)
Interest receivable	(2)	(1)
FRS102 pension cost less contributions payable (Note 25)	183	152
FRS102 pension finance cost (Note 25)	59	60
(Increase)/decrease in stocks	(5)	7
(Increase)/decrease in debtors	(172)	17
Increase/(Decrease) in creditors	110	(153)
NET CASH INFLOW (OUTFLOW) FROM OPERATING ACTIVITIES	<u>373</u>	<u>441</u>

## 22 CASH FLOWS FROM INVESTING ACTIVITIES

	2018 Total (£000s)	2017 Total (£000s)
Dividends, interest and rents from investments	2	1
Purchase of tangible fixed assets	(959)	(447)
Capital grants from DFE/EFSA	593	379
Capital funding received from others	4	-
NET CASH OUTFLOW FROM CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT	<u>(362)</u>	<u>(68)</u>

# Aylesbury High School

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2018

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### 23 ANALYSIS OF CHANGES IN CASH

	At 31 August 2018 (£000s)	At 31 August 2017 (£000s)
Cash in hand and at bank	<u>1,391</u>	<u>1,380</u>

### 24 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 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.

### 25 PENSION AND SIMILAR OBLIGATIONS

The academy'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 Buckinghamshire County Council. Both are defined-benefit schemes.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and of the LGPS 31 March 2018.

At 31 August 2018 there were outstanding pension contributions of £ 82,543 (2017: £78,220) and these are included in creditors.

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

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014.

Membership is automatic for full-time teachers in academies and, from 1 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' Pensions 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. The latest actuarial valuation of the TPS was carried out as at 31 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 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
- 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%

During the previous year the employer contribution rate was 14.1%. The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the TPS is currently underway based on April 2017 data, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 September 2019.

# Aylesbury High School

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2018

### 25 PENSION AND SIMILAR OBLIGATIONS (Continued)

The pension costs paid to TPS in the period amounted to £437k (2017: £432k).

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 a multi-employer pension scheme. The trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The 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 August 2018 was £249,000 (2017: £243,000), of which employer's contributions totalled £196,000 (2017: £182,000) and employees' contributions totalled £53,000 (2017: £61,000). The agreed rates for future years are 22.8 per cent for employers and between 5.5 and 7.5 per cent for employees dependent on differing salary bands.

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

#### Principal actuarial assumptions

	2018	2017
	Total	Total
	%	%
Rate of increase in salaries	3.80	4.20
Rate of increase for pensions in payment	2.30	2.70
Discount rate	2.65	2.60
Inflation (CPI)	2.30	2.70
Commutation of pensions to lump sums	50.0	50.0

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

	2018	2017
	Total	Total
	No.	No.
Retiring today:		
Males	24	23.9
Females	26.1	26
Retiring in 20 years:		
Males	26.3	26.2
Females	28.5	28.3

# Aylesbury High School

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 August 2018

## 25 PENSION AND SIMILAR OBLIGATIONS (Continued)

The Academy Trust's share of the assets and liabilities in the scheme and the expected rates of return were:

	Fair Value at 31 August 2018 (£000s)	Fair Value at 31 August 2017 (£000s)
Equities	1,302	1,239
Gilts	293	214
Bonds	304	289
Property	182	164
Cash	148	76
Other Assets	251	235
<b>TOTAL MARKET VALUE OF ASSETS</b>	<b>2,480</b>	<b>2,217</b>
The actual return on scheme assets was	77	249
<b>Amounts recognised in the statement of financial activities</b>	<b>2018 Total (£000s)</b>	<b>2017 Total (£000s)</b>
Current service cost (net of employer contributions)	(181)	(150)
Interest income	60	43
Interest cost	(119)	(103)
Admin expenses	(2)	(11)
<b>Total operating charge</b>	<b>(242)</b>	<b>(221)</b>
<b>Movements in the present value of defined benefit obligations were as follows:</b>	<b>2018 Total (£000s)</b>	<b>2017 Total (£000s)</b>
At 1 September 2017	4,567	4,693
Current service cost	377	332
Interest cost	119	103
Change in financial assumptions	(462)	(513)
Benefits paid	(61)	(109)
Employee contributions	53	61
<b>At 31 August 2018</b>	<b>4,593</b>	<b>4,567</b>
<b>Movements in the fair value of Academy Trusts share of scheme assets:</b>	<b>2017 Total (£000s)</b>	<b>2016 Total (£000s)</b>
At 1 September 2017	2,217	1,902
Interest income	60	43
Return on assets less interest	17	206
Actuarial gains / (losses)	-	(66)
Administration expenses	(2)	(2)
Employer contributions	196	182
Employee contributions	53	61
Estimated benefits paid	(61)	(109)
<b>At 31 August 2018</b>	<b>2,480</b>	<b>2,217</b>

# Aylesbury High School

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2018

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### 26 AGENCY ARRANGEMENTS

The Academy Trust administers the disbursement of the new discretionary support for learners, 16-19 Bursary Funds, on behalf of the EFA. In the year it brought forward £4,627 from the previous period, received £17,045 and disbursed £17,060 (including costs). Therefore, an amount of £3,760 repayable by the Academy Trust at 31 August 2018 is included in other creditors. The Academy Trust retained a beneficial interest in individual transactions such that £852 has been recognised in the income and expenditure in the Statement of Financial Activities.

### 27 RELATED PARTIES

Owing to the nature of the Academy Trust's operations and the composition of the board of governors being drawn from local public and private sector organisations, it is inevitable that transactions will take place with organisations in which a member of the board of governors may have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the Academy Trust's financial regulations and normal procurement procedures. Related Party transactions to be disclosed are:

**The Bucks Grammar Schools.** The Headteacher, along with the other Buckinghamshire grammar school headteachers, is a non-salaried director of a not-for profit trust entitled "The Bucks Grammar Schools" which was set up to manage joint commissioning of admissions testing systems for the member schools. During the year the school paid £28k to the trust for admissions tests.

# Aylesbury High School

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO AYLESBURY HIGH SCHOOL AND THE EDUCATION FUNDING AGENCY

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In accordance with the terms of our engagement letter and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Aylesbury High School during the year 1 September 2017 to 31 August 2018 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 Aylesbury 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 Aylesbury 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 Aylesbury High School and the ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Aylesbury High School's accounting officer and the reporting accountant**

The Accounting Officer is responsible, under the requirements of Aylesbury High School's funding agreement with the Secretary of State for Education dated 1 November 2015, and the Academies Financial Handbook extant from 1 September 2017, 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 2017 to 2018. 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 1 September 2017 to 31 August 2018 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 2017 to 2018 issued by the 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's income and expenditure.

The work undertaken to draw to our conclusion includes:

- Review and verification of evidence supporting the Accounting Officer's statement on regularity, propriety and compliance.
- Review of the Academy Trust's internal control procedures, specifically in respect to regularity, propriety and compliance.
- Focussed testing, driven by our audit of the financial statements, principally checking that:
  - Grant income received has been expensed on prescribed expenditure; and
  - Expenditure has been appropriately authorised in accordance with the procedures outlined in the Academy Trust's financial procedures manual.
- Discussions and written representations from the Accounting Officer and other key management personnel (where applicable).

# Aylesbury High School

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO  
AYLESBURY HIGH SCHOOL AND THE EDUCATION FUNDING AGENCY

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## 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 1 September 2017 to 31 August 2018 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*Landau Baker Limited*

Reporting Accountant  
**Landau Baker Limited**  
Chartered Accountants  
Statutory Auditors  
Mountcliff House  
154 Brent Street  
London  
NW4 2DR

Date: 26 November 2018





