

**Company Registration Number: 7687947 (England & Wales)**

**JOTMANS HALL PRIMARY SCHOOL**

**(A company limited by guarantee)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2020**

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**CONTENTS**

	Page
<b>Reference and administrative details</b>	1 - 2
<b>Trustees' report</b>	3 - 17
<b>Governance statement</b>	18 - 23
<b>Statement on regularity, propriety and compliance</b>	24
<b>Statement of Trustees' responsibilities</b>	25
<b>Independent auditors' report on the financial statements</b>	26 - 28
<b>Independent reporting accountant's report on regularity</b>	29 - 30
<b>Statement of financial activities incorporating income and expenditure account</b>	31
<b>Balance sheet</b>	32 - 33
<b>Statement of cash flows</b>	34
<b>Notes to the financial statements</b>	35 - 60

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS**

Mrs J Lunn, Community Governor<sup>2</sup>  
Mrs C Savage, Staff Governor<sup>2</sup>  
Mr B Woolf, Community Governor & Vice Chair<sup>1,3</sup>  
Mr P Hodges, Community Governor & Chair of Governors<sup>1,3</sup>  
Mrs G Hindes, Staff Governor<sup>1</sup>  
Mrs S Price, Community Governor<sup>2,3</sup>  
Mrs E Nunn, Staff Governor (resigned 17 September 2019)<sup>1</sup>  
Mr L Brooks, Parent Governor<sup>1</sup>  
Mr R Savage, Community Governor<sup>1,2</sup>  
Mrs L Holland, Parent Governor<sup>1,2</sup>  
Ms S Warnes, Principal and Accounting Officer<sup>1,2,3</sup>  
Mr I Harding, Community Governor<sup>1,3</sup>  
Mrs D Onslow, Parent Governor (appointed 25 October 2019)<sup>2</sup>

<sup>1</sup> Member of the Finance and Premises Committee

<sup>2</sup> Member of the Curriculum and Target Setting Committee

<sup>3</sup> Member of the Pay and Personnel Committee

**Company registered number**

7687947

**Company name**

Jotmans Hall Primary School

**Principal and registered office**

High Road  
Benfleet  
Essex  
SS7 5RG

**Company secretary**

Mrs J Curtis

**Accounting Officer**

Ms S Warnes

**Senior management team**

Mrs E Nunn, School Business Manager  
Ms S Warnes, Headteacher  
Mrs R Chapman, By invitation  
Miss F Ward, By invitation  
Mrs C Fox, School Business Manager  
Mrs P Lovett, Assistant Headteacher

**Independent auditors**

MWS  
Chartered Accountants  
Statutory Auditor  
Kingsridge House  
601 London Road  
Westcliff-on-Sea  
Essex  
SS0 9PE

**JOTMANS HALL PRIMARY SCHOOL**

**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2020**

**Bankers**

Lloyds Bank PLC  
211 London Road  
Hadleigh  
Benfleet  
Essex  
SS7 2RD

**Solicitors**

Stone King  
13 Queen Square  
Bath  
BA1 2HJ

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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The Governors of Jotmans Hall Primary School present their annual report together with the financial statements and auditors' report for the period 1st September 2019 to 31st August 2020. The company was incorporated on 29th June 2011 and converted to an Academy on 1st August 2011. The annual report serves the purposes of both a trustees' report and a directors' report under company law.

The financial statements have been prepared in accordance with the Academy's accounting policies and comply with the Academy's memorandum and articles of association, applicable laws and the requirements of the Statement of Recommended Practice on "Accounting and Reporting by Charities" SORP 2015 as amended by Charities SORP (FRS102) Update Bulletin 1 (together defined as SORP 2015), and Financial Reporting Standard [FRS] 102.

The principal activities of Jotmans Hall Primary School are to provide a Primary School curriculum which satisfies the requirements of section 78 of the Education Act 2002 – a balanced and broad curriculum. The Academy provides an education suitable for pupils aged 4 to 11 of different abilities and serves the local area in which it is sited, Benfleet, Essex. It had 311 pupils on roll as at the end of the summer term.

**Structure, governance and management**

**a. Constitution**

The Academy Trust is a company limited by guarantee and an exempt charity. The Charitable Company's memorandum and articles of association are the primary governing documents of the academy trust. The Trustees of Jotmans Hall comprise ALL members of the Governing Body.

The governors act as the trustees for the charitable activities of Jotmans Hall Primary School and are also the directors of the Charitable company for the purposes of company law. The Charitable Company is known as Jotmans Hall Primary School.

Details of the Trustees who served during the year, and to the date these accounts are approved are included in the Reference and administrative details on page 1.

**b. 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.

**c. Trustees' indemnities**

The Academy has not provided any indemnities to any third parties in respect of any action taken against the governors in their roles as directors.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Structure, governance and management (continued)**

**d. Method of recruitment and appointment or election of Trustees**

Each Governor holds a four year term of office and can choose to renew their term for further four year terms once approved by the Governing Body. The Chairman and Vice-Chair and the Chairmen of each sub-committee are elected yearly.

New Governors are recruited and elected on their ability to play an active role in the Governance of the Academy. Any person expressing an interest in becoming a governor is invited to an informal discussion with the Headteacher and given a copy of Jotmans Hall Primary School's Governors' Handbook so that they are aware of what the role entails and requirements for members of the governing body. If a particular weakness is identified in the knowledge and skills of the Governing Body, then applicants will be actively sourced by current members of the Governing Body who have the desired experience or expertise. When a vacancy occurs a new governor is sought in a variety of ways, depending on the type of governor vacancy; individuals with particular skills may be approached to see if they may be interested in becoming a governor.

Parent Governors are elected following an invitation to all parents/carers of pupils currently attending the Academy and a ballot will be held if there are more applicants than vacancies. Parents/carers then vote for their preferred candidate (s) based on a short paragraph written by the candidates seeking office.

Staff Governors are elected following an invitation to all current staff and if there are more candidates than vacancies a ballot of current staff members will be held. A cross section of staff is favoured by the Academy and so staff are encouraged to apply and a copy of the Governors' Handbook is given to any interested candidate. Community Governors contact the School to request to be a Community Governor or they are approached by current Governors. Their appointment is discussed and approved by the Full Governing Body.

Name of Committee (*statutory committee)	Membership	Others	*Chairman	Quorum	Meetings	Clerk	Reporting Back	Review
Admissions*	3 Governors	-	To be decided when required	3	As required	Clerk to the Governing Body	Via minutes	Annually Summer term
Curriculum & Pastoral	5	3 Assistant Headteachers (Associate Members)	1st C&P meeting at beginning of each academic year	3	Termly & as required	Clerk to the Governing Body	Via minutes & verbal reports	Annually Summer term
Finance & Premises	9	-	1st F&P meeting at beginning of each academic year	3	Bi-monthly (except Aug & Dec) & as required	School Business Manager – Personnel and Admin	Via minutes & verbal reports	Annually Summer term
Full Governing Body	15	3 Assistant Headteachers (Associate Members)	1st FGB meeting at beginning of each academic year. Term of office - 1 year	50% - of existing membership	At least one per term except Autumn when there will be two	Clerk to the Governing Body	Via minutes	Annually 1st meeting of Autumn term
Pay & Personnel	7	-	1st P&P meeting at beginning of each academic year	3	Termly & as required	School Business Manager – Personnel and Admin	Via minutes & verbal reports	Annually Summer term
Headteacher's Pay Committee	3	-	To be decided at meeting	3	Summer Term	School Business Manager – Personnel and Admin	Verbal Reports	As required
Pupil Discipline*	3	-	To be decided when required	3	As required	Clerk to the Governing Body	Via minutes	Annually Summer term
Staff Capability & Dismissal*	3	-	To be decided when required	3	As required	Clerk to the Governing Body	Via minutes	Annually Summer term
Staff Capability & Dismissal Appeals**	5	-	To be decided when required	3	As required	Clerk to the Governing Body	Via minutes	Annually Summer term

\*These Statutory Committees are to be formed as and when required, subject to the availability of governors and the following constraints detailed above.

\*\* This committee should not include the Head Teacher or the governors on the Staff Capability and Dismissal committee.

**Attendance at Meetings**

All governors are expected to attend the full Governing Body meetings and to choose at least one sub-committee

**JOTMANS HALL PRIMARY SCHOOL**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Structure, governance and management (continued)**

to join. The composition and range of sub-committees is laid out in the Terms of Reference for the Governing Body and this includes both statutory and non-statutory committees. The number of governors and the quorum for meetings and decisions required for each sub-committee varies and is laid down in the terms of reference for each individual committee.

In the first meeting of each academic year (generally in September) governors are chosen to sit on the sub-committees of the Governing Body. Current members are asked if they wish to continue on the committee they are currently on. They may stay on, change or add another committee as they wish subject to a vacancy on the particular committee. Each sub-committee's quota of members will be filled in this way, although there may be vacancies if the Governing Body has vacancies at that point.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Structure, governance and management (continued)**

**e. Policies adopted for the induction and training of Trustees**

Prospective Governors

Prospective governors are given - Desirable Governor Competences, Mutual expectations & the role of Governors at Jotmans Hall. They are also informed that as a Governor of Jotmans Hall Primary School, their details will be registered at Companies House and they will be a Director of the Academy for as long as they are a Governor at the School.

Prospective governors are invited to discuss their interest in the role with the Headteacher and have a tour of the Academy.

Newly Appointed Governors receive the following pack:-

- Governors Handbook;
- Articles of Association;
- Funding Agreement;
- The school's current prospectus;
- Minutes of the most recent meetings of the governing body (including sub-committees);
- A calendar of governing body and committee meetings;
- The school's current Development Plan;
- The school's 'Financial Regulations & Scheme of Delegation';
- Academies Financial Handbook;
- The most recent OFSTED inspection report and any consequent action plan;
- Code of Conduct;
- Governors Skill Evaluation sheet;
- Business Skills Form;
- Access to the statutory and non-statutory policies adopted by the governing body;
- Up to date Admissions Policy;
- Governors in School Policy;
- Keeping Children Safe in Education.

The Link Governor (Clerk) will:

- Discuss training possibilities especially if there is a specific interest in particular areas, e.g. special needs, curriculum or finance;
- Establish the availability of suitable courses; supply further details and book places.

Newly appointed governors are invited to attend sub-committee meetings as an observer prior to choosing which Committee they wish to join, subject to a vacancy on that committee.

A "buddy" governor will be chosen to help new governors settle in, understand the role and answer any queries they may have.

All new Governors are encouraged to attend an Induction Course and any further training which they are interested in and which is relevant to the needs of the Governing Body at that time. Where a need is identified by the Governing Body, or by an individual governor, then a course is sourced or in-house provision is arranged with a suitable trainer.

The Clerk to the Governors attends regular training and briefing sessions with the Essex Clerks Association.



**JOTMANS HALL PRIMARY SCHOOL  
(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2020**

**Structure, governance and management (continued)**

**f. Organisational structure**

Jotmans Hall Primary School is governed by the Governing Body, constituted under a memorandum of association and articles of association.

The Headteacher is the Accounting Officer and she is supported by the Senior Leadership Team who make decisions for the Academy, in conjunction with the Governing Body. The Governing Body has delegated the day-to-day running of the academy to the Headteacher and senior staff.

The Governing Body is responsible for ensuring that high standards of corporate governance are maintained, assisted by their internal auditor and external auditor. In exercising these powers and functions with a view to fulfilling a largely strategic leadership role in partnership with the Senior Leadership Team the Governing Body sees its role as:-

- Monitoring performance
- Developing policies and strategic development,
- Ensuring the sound management and administration of the Academy,
- Ensuring compliance with legal requirements,
- Ensuring that effective internal controls are in place,
- Managing resources
- Ensuring the Academy meets the needs of the local community and responding to these needs.

**JOTMANS HALL PRIMARY SCHOOL  
(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2020**

**Structure, governance and management (continued)**

**g. Arrangements for setting pay and remuneration of key management personnel**

The key management personnel of the academy comprise the trustees and key staff, being the Headteacher and members of the Senior Leadership Team who are routinely in attendance at Board of Trustees meetings.

Jotmans Hall's policy is that no trustees are remunerated for their services as a trustee. Jotmans Hall has a Pay & Personnel Committee and Headteacher's Pay Committee made up of current trustees. These committees have responsibility for agreeing the pay and remuneration of key staff on an individual level and have access to external professional advice which includes benchmarking, market trends and the advice of a professional adviser with regard to the Headteacher's pay.

The key staff are currently remunerated by base salary alone and based on a pay related performance management scheme. The objectives set by these committees have both individual and school-based elements (short-term and long-term) and are designed to promote the long-term success of the school.

Achievement against individual objectives for the Senior Leadership Team are assessed in the first instance by the Headteacher and achievement against individual objectives for the Headteacher are assessed by the Headteacher's Pay Committee. Outcomes for school-based objectives are reviewed by the Headteacher annually.

The Pay Range for Leadership posts at this school have been divided into Pay Progression Stages and the Salary Range for the Headteacher consists of a range of 7 progression stages and the Salary Range for Deputy and Assistant Headteachers consists of 5 progression stages.

Progression within the Salary Range will be subject to the individual demonstrating a sustained high quality of performance having regard to the most recent review carried out under the Performance Management Policy. Determination of whether there has been "sustained high quality of performance" will be made in accordance with set criteria.

Where the Pay Committee is satisfied that there has been a sustained high quality of performance, the employee will move up to the next Performance Pay Progression Stage. Where performance is considered to be exceptional, the Pay Committee may move the employee up two progression stages.

When determining the starting salary of a newly appointed member of the Leadership Group, the Governing Body will have regard to the extent to which the candidate meets the requirement of the post and whether this merits a starting salary higher than the minimum of the Range. The starting salary will allow for performance progression over time.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Structure, governance and management (continued)**

**h. Related parties and other connected charities and organisations**

Jotmans Hall Primary School works in educational collaboration with The Robert Drake School. The two schools are separate legal entities, but work together on joint staff training programmes, have collaborative meetings for teachers and share curriculum expertise.

In addition to the above informal working arrangement, Jotmans Hall Primary School is part of The BATIC Partnership Trust (Company number 07655788). This Trust was formed on 2nd June 2011 and comprises primary, special and secondary schools in the Benfleet and Thundersley area. The BATIC Trust's Mission Statement is "Working Together for a Stronger Community" and their priorities were reviewed to ensure that they focus on providing counselling services, CPD for staff and governors and Sport.

The school has maintained close links with the Benfleet and Thundersley Inter-school Cluster group and in particular Glenwood School, a Community Special School maintained by the Local Authority. Jotmans Hall and Glenwood School pupils take part in joint cultural events during the year. Additionally, the school maintains close links with secondary schools in the local community and in particular The Appleton School. This facilitates the smooth transition of our pupils into their next phase of education.

The academy is an active promoter of the Benfleet School Teaching Alliance (BTSA) whose aim is to share excellent teaching practices, shape initial teacher training, offer tailored school-to-school support, develop leadership potential and provide high quality training for teachers.

The academy has used part of its Primary PE and Sports Premium funding to purchase membership of the CastlePoint and Rochford School Sport Partnership.

The academy is also a member of the South East Essex Schools Music Association (SEESMA) and the Academy's infant pupils and junior choir take part in the SEESMA music festivals each year.

Tree Tots Pre-School operates from Jotmans Hall Primary School's premises. The Pre-School is run for the benefit of the local community and is open to pre-school pupils living in the area. Jotmans Hall Primary School and Tree Tots Pre-School operate an informal educational partnership to support pupils moving from pre-school education into primary school. The main focus of this partnership is shared working practices and close liaison on educational issues to ensure a smooth transition from the Pre-School to the main school.

**Objectives and activities**

**a. Objects and aims**

The aims of the Academy are to advance for the public benefit, education, in particular establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum. At Jotmans Hall Primary School every child matters. We aim to inspire our pupils to enjoy thinking and learning, enabling them to achieve their potential and provide them with the skills to succeed in the 21st Century.

The Academy will be at the heart of our community, promoting community cohesion and sharing facilities with other schools and the wider community. There will be an emphasis on the needs of individual pupils, addressing their individual needs including pupils requiring SEN support and those with an Educational Health and Care Plan.

The Academy aims to promote, for the benefit of all inhabitants of the Benfleet area, provision of facilities for recreation and other leisure time occupation. These facilities will aim to address the needs of and improve the lives of local people, recognising their youth, age, infirmity or disablement, financial hardship, social and economic circumstances, in the interests of social welfare

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Objectives and activities (continued)**

**b. Objectives, strategies and activities**

The School Development Plan is tailored to meet the overall objectives and aims of the school. This document underwent a total review when the new Headteacher was appointed and is now a more effective, workable document which sets out the academy's key priorities. It is regularly updated throughout the year giving details of progress made and objectives achieved. It covers all aspects of achievement and standards across the curriculum, pupil progress, behaviour and wellbeing, attendance, staff and governor management, premises, finance and resources.

In terms of curriculum, the main targets within the School Development Plan for 2019-20 were as follows:-

- To develop the curriculum in line with the new Ofsted requirements
  1. Intent: To develop subject specific intent statements
  2. Implementation: To develop a Subject Curriculum: Long term and medium term planning: to support consistency in teaching
  3. Impact: To ensure new curriculum is implemented in all classes by Summer 2020
- To further improve the outcomes in phonics and reading across the school, with particular emphasis in KS1 and EYFS
- To embed and develop the new senior management structure
- To further develop ways of improving attendance.

Further school improvement objectives were:-

**Future Capital Projects:**

- To work with Mundy & Cramer/ Lewis Barr on school CIF bids:
  - 1) Roofing project
  - 2) Safeguarding and front entrance

**Kitchen Development**

- To work with LBASafety to ensure compliance, value for money, and accurate costings
- To continue to develop the menus with an emphasis on freshly prepared food
- To improve the service; working towards less packaging and a 'café' atmosphere.

**Woodland Club Development**

- To improve attendance of the After School Club
- To develop a range of activities, both indoor and outdoor, that is communicated to parents
- To develop behaviour systems that link to main school provision
- To develop and streamline the After School Club finance systems

**c. Public benefit**

The Academy's governors confirm that they have referred to the guidance in the Charity Commission's guidance on public benefit when reviewing the Academies objectives and aims and in forward planning. The Academy's governors have ensured that the Academy's aims are targeted towards the advancement of education. This is supported by the Academy's aims to provide a balanced curriculum and support the health and welfare of all our pupils and staff with due regard for equality of opportunity.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Strategic report**

**Achievements and performance**

On Friday 20th March an announcement from Gavin Williamson, the Secretary of State for Education confirmed that schools were to be closed for the majority of children, remaining open only for the children of key workers and vulnerable children. The rate of Covid-19 infections had increased faster than anticipated and the scientific advice was that schools should close to slow the spread of the virus.

Schools had been advised to draw up homework packs and online resources to help parents home educate. A skeletal school service was introduced for parents who were key workers on the frontline of the national effort to stem the pandemic – including doctors, nurses, and food delivery workers – so they could stay at work. Vulnerable children, those with a social worker, and pupils entitled to special needs support would also be able to stay in school.

We had been preparing for a school closure for some weeks prior to this and all pupils were provided with a home learning pack to carry them through the first few weeks of lockdown. A primary focus initially was on pupil welfare and support for families during unprecedented times. Weekly phone calls were made by the Senior Leadership Team and teaching staff to touch base with all the academy's families and to offer support and advice. A counselling phone line was set up with the school's counsellor to offer additional support to those that required it.

Staff rotas were put in place to support the keyworker group for which there was a continual need. The school remained open for both the Easter break and May half-term to provide this essential support.

During May schools were informed that they would be reopening on the 1st June, offering a provision for reception, year 1 and year 6. Extensive guidance was received detailing the health and safety measures that needed to be in place to facilitate this. A thorough risk assessment was completed taking into consideration the feasibility of opening safely to larger groups of children. Five class bases were stripped back to allow for social distancing of these smaller groups, and whole areas cordoned off. One way systems and 2 metre markers were implemented. Deep cleans were carried out in all areas and an enhanced cleaning rota introduced to ensure areas in use were cleaned as regularly as possible. Two members of the governing body carried out an inspection of the site to reassure themselves that the school had addressed all areas of concern.

As directed by the government, our school offer was extended to cover children from Reception, Year 1 and Year 6 from 1st June. A thorough risk assessment was completed taking into consideration the feasibility of opening safely to increased groups of children and as a consequence children within these year groups were invited to attend school within a bubble of 9 children on one allocated day per week. As much as possible, members of staff remained consistent within these bubbles. Numbers fluctuated with a slight increase in the amount of children taking up this offer as the summer term came to an end. Following the easing of restrictions, we also saw an increase in the number of keyworker places required with this group reaching nearly 30 on most days.

At the beginning of July, detailed plans were unveiled for all children and young people to return to full-time education from September. Schools were advised that restrictions on group sizes would be lifted to allow schools, colleges and nurseries to fully reopen to all children and young people, as Covid-19 infection rates continued to fall. Covid-19 secure measures, however, would remain in place to reduce the risk of transmission, with schools being asked to keep children in class or year group sized 'bubbles' and encourage older children to keep their distance from each other and staff where possible. This was to be alongside protective measures such as regular cleaning and handwashing.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Strategic report (continued)**

**Achievements and performance (continued)**

**a. Key performance indicators**

Key financial performance indicators are monitored by the governing body to ensure the financial position remains sufficient to fund future needs. Achieving pupil capacity across the school secures regular pupil funding (see below) which is integral for forward planning. Consistency in teaching staff costs are also important. The governing body makes use of "benchmarking" data and statistical data analysis. Comparison is between local schools and similar funded schools across the country. Performance measures are largely educational and pastoral, and these are detailed within our objectives, strategies and activities. However, continual analysis of this data helps to make informed judgements regarding short and long-term planning, goals and efficiencies. The table below details some examples:-

	2017-18	2018-19	2019-20
FTE teaching staff as at 31 <sup>st</sup> August	11.2	12.6	13.4
Average cost per teacher	£48,496	£48,167	£51,337
Average FTE support staff (excluding catering)	£461,633.89	£448,778.69	£463,723.90
Annual teaching staff cost	£543,158	£606,910	£687,928
Gross teacher salaries as % of GAG income (incl. FSM) = teaching staff costs / GAG	50.2%	55.3%	60.2%
GAG Funding	£1,081,987 301 pupils	£1,097,572 303 pupils	£1,142,450 317 pupils
NOR	303	317	313
Average Class Size	30.3	31.7	31.3
Total reserves – year end	£159,245	£179,041	£189,575

**Indicators, Milestones and Benchmarks**

The school monitors the progress of pupils, classes and year groups very closely, using several sources of comparative data to benchmark academic achievements, including the following:-

- Key Stage 1 and Key Stage 2 SATs results
- Year 1 Phonics Screening Test Outcomes
- EYFS Profile Outcomes
- Inspection Data Summary Report and Analyse School Performance Data
- Primary Target Tracker
- Tapestry
- Quality of Teaching and Learning
- Attendance Data
- Termly Internal Data Monitoring
- Staff development and turnover
- Number on school roll
- Take up of early year places
- School Development Plan
- Budget – value for money

**Statutory Assessment Outcomes 2020**

As a consequence of the school closure, all government testing was cancelled. KeyStage 1 and KeyStage 2 SATs and the Year 1 Phonics Screening Test were unable to go ahead. These tests together with other internal assessments are the way in which the academy monitors the progress of pupils, classes and year groups. All

**JOTMANS HALL PRIMARY SCHOOL  
(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2020**

**Strategic report (continued)**

**Achievements and performance (continued)**

targets within the school development plan were suspended with the primary focus shifting to safeguarding the school's families and supporting them during lockdown.

Delivery of on-line content for pupils going forward was a priority and accordingly a Google Classroom account was set up for each pupil within the school. Google Classroom (Tapestry for EYFS) allowed teachers to set online work each week in all of the curriculum areas. Children were able to submit their work through the platform and get feedback directly from their teacher. Each week remote lessons were also carried out for each class. As well as developing an online educational content for the children at home our main priority was the wellbeing and safety of all the children at home. During lockdown phone calls to every family were made by the teachers every week, with additional calls being made to our most vulnerable pupils. Many of our children accessed the keyworker group which ran throughout lockdown. This included not only keyworker children, but many of our vulnerable children. Our EHCP children were given revised plans to work on from home, and after 1st June these children came into school in 'Reasonable Endeavour' groups.

Below is a summary of the Academy's year:-

- The number on roll remained high and we were over-subscribed in many year groups. However, numbers fell slightly at the end of the academic year with some parents opting to educate their children from home from September.
- There was an emphasis on training and continued professional development to ensure all staff remain highly skilled and motivated
- The Academy's budget was carefully managed to ensure financial sustainability
- Targeted use and careful monitoring of the impact of Pupil Premium Funding and Primary PE & Sport Premium to ensure this funding was used effectively during the first two terms and during the school closure
- The premises continued to be maintained to a high standard meaning all pupils and staff were working in a safe, attractive and comfortable environment

Our main achievement during this period was responding quickly and calmly to the ever-evolving COVID situation. Staff moral remains high and children's attendance, now they are back at school, is positive.

**b. Going concern**

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

**JOTMANS HALL PRIMARY SCHOOL  
(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2020**

**Strategic report (continued)**

**Financial review**

**a. Financial review**

The Academy received the majority of its Grant income from the Education and Skills Funding Agency (E.S.F.A.) an agency of the Department for Education, in the form of recurrent grants, the use of which is restricted to the Academy's key educational objectives.

Pupil Premium funding remained consistent. Careful use of this funding provided free access to all the opportunities afforded to the more affluent members of the School community – such as educational visits and residential trips, music lessons and 1:1 tuition. The Pupil Premium Plan was carefully monitored by SLT and governors to ensure that pupils in this group made progress in line with their peers. Supporting pupils' attendance was a key area of expenditure from this funding, including supporting pupils to attend early morning support clubs and ensuring that they arrived at school on time by a variety of means.

During the Summer term after schools closed on 20th March 2020, the priorities of the school changed dramatically as did the needs of pupil premium families.

The academy was able to continue to provide support for pupil premium families in many ways. These included:

- Weekly phone calls from the Pastoral Manager and school counsellor where appropriate. (These were additional to the phone calls made to all children by the Senior Leadership Team and Class Teachers.)
- A dedicated Wellbeing email address for the whole school, monitored by the Pastoral Manager and school counsellor. This allowed the school to monitor not only the existing pupil premium families, but those whose situation had changed due to the COVID-19 lockdown measures.
- School meals were offered to all pupil premium families, for collection from the school.
- Weekly food boxes were delivered for those families who wished to take up their free school meal entitlement but were unable to come to the school.
- Basic stationery was provided for some pupil premium families.
- Individual work books, generally sold to the whole school, were provided as part of their pupil premium entitlement to some pupil premium families.
- Additional work was provided and delivered (if necessary), to accommodate children unable to access on-line learning.
- As part of the vulnerable group, pupil premium children were invited into the key worker provision.
- One family had a taxi funded for them to enable the children to attend the key worker provision.

The School Sports Initiative Funding remained at the higher allocation for 2019-20. This increased funding facilitated additional opportunities for sport both within the curriculum and in extra-curricular sports opportunities. This additional funding allowed the school to employ a dedicated sports apprentice to provide sessions during the school day and after-school to develop physical activity and allowing children to take part in a broad range of sporting opportunities. This funding also allowed for all year groups to take part in mindfulness sessions to promote emotional wellbeing and to improve self-esteem.

COVID-19 Lockdown resulted in all class based and external Sports initiatives being suspended. The school closure affected the academy's ability to collect swimming and water safety data, as the Summer Term is allocated for swimming lessons which therefore did not take place.

The academy was able, however, to continue to provide a weekly sports coach for key worker children, and the Sports Apprentice also worked with this group, providing some additional sports activities.



**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**b. Reserves policy**

The Governing Body regularly monitors the reserves to ensure that sufficient funds are maintained to meet anticipated future needs whilst avoiding long term accumulation of excessive sums.

As at 31st August 2020, the Academy had net reserves of £189,575 (£179,041 in 2019). In addition, formula capital of £5,642 was carried forward into 2020-21.

Due to the inclusion of the Local Government Pension Scheme (LGPS) deficit, the restricted funds are in deficit at the year end. However, this does not mean that an immediate liability for this commitment has crystallised. This Local Government Pension Scheme (LGPS) deficit has resulted in an increase in the employers' pension contributions over a period of years. The Academy Trust will continue to monitor its budget plans to ascertain how this additional cost might affect its future funds.

**c. Investment policy**

The charitable company's current policy is to invest surplus funds in short term cash deposits. There are no investments held beyond cash deposits retained with the major UK clearing banks. Speculative investments are not permitted.

For the period ended 31st August 2020, the charitable company's cash balances generated a return of £183.21.

**d. Principal risks and uncertainties**

The Academy Trust regularly undertakes a comprehensive assessment of possible risks to the future of the Academy (Risk Register). The Risk Register is regularly reviewed by the Governing Body. The chief risks identified include issues relating to academic performance and funding. The Academy has developed policies and procedures to mitigate these risks. Where significant financial risk still remains, the school has ensured there is adequate insurance cover in place. There are effective systems of internal financial control (explained in more detail in the Governance Statement).

Falling pupil numbers would impact on funding streams for the Academy, making a deficit budget a possibility and affecting long-term viability. Consequently, pupil forecasts and local trends are monitored and appropriate responsive action is taken to ensure that the Academy is not under subscribed.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Fundraising**

At various times during the year the pupils of the Academy are involved in raising funds for specific charities. These include The Royal British Legion Poppy Appeal, BBC Children in Need and Sport Relief. The literacy co-ordinators also organised and held a second-hand book sale, the proceeds of which were shared between purchase of new books for the school library and a contribution to Little Havens.

The academy also runs fundraising events throughout the year to raise funds for particular initiatives/programmes within the school. Unfortunately, the summer fundraising event was cancelled due to the school closure.

The academy is fortunate to have an active Parent Teacher Association, Friends of Jotmans Hall (FOJH) which co-ordinates and runs a variety of fundraising events throughout the year. These events generally include an inflatable day, summer fete, Christmas bazaar and sales for celebration events i.e. Mothers' Day/Fathers' Day. FOJH's fundraising initiatives (a large proportion of which take place during the summer term) were severely restricted this year due to Covid. However, they still managed to raise approximately £4,100 between September 2019 and March 2020. This was money raised from the Christmas FUNdraiser, sale of Christmas cards, Grand Prize Draw, Mothers' Day sales and "Your School Lottery".

Fundraising is a small part of the academy's approach to raising money. The academy complies with the legal duties set out in the Charity Commission's publication "Charity fundraising : a guide to trustee duties (CC20)" by:-

- Acting in the charity's best interest;
- Managing the charity's resources responsibly; and
- Acting with reasonable care and skill.

The academy and PTA work close together and the Senior Leadership Team is involved in all fundraising events. All fundraising events take place on site and marketing is proportionate with event information included in letters, newsletters, website and social media. No external or professional fundraisers are used.

**Plans for future periods**

The Academy's plans for the future include:-

1. To re-open fully in September 2020 to all year groups
2. To embed and develop a safe system of operation ensuring welfare and safety of pupils and staff
3. To ascertain a baseline for all pupils and to provide adequate "catch-up" interventions to bring pupils back on track
4. To further develop online learning and extend Google Classroom in the event of a further lockdown/school closure
5. To embed the new curriculum and develop the subject leader role further in order to monitor its impact
6. To further develop the long-term ICT Plan with the introduction of a combination of tablets and laptops for use throughout the school
7. To gain capital funding to refurbish the roof throughout the main building

**Funds held as custodian on behalf of others**

The Academy Trust does not hold, and the Governors do not anticipate that it will in the future hold, any funds as custodian for any third party.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**Disclosure of information to auditors**

Insofar as the Trustees are aware:

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

**Auditors**

The Governing Body has re-appointed the current Auditors MWS Ltd for the next financial year beginning 1st September 2020.

The Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on 16 November 2020 and signed on its behalf by:

*Mr P Hodges - Chair of Governors*

**Mr P Hodges**  
Chairman of Governors

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**GOVERNANCE STATEMENT**

**Scope of responsibility**

The Trustees are satisfied that the internal control systems in operation at the Academy during the period from 1st September 2019 – 31st August 2020 were adequate and effective.

The Trustees' views have been informed by:-

- Monthly management reports which were received by Trustees,
- Bi-monthly Finance and Premises Committee Meetings to monitor the Academy's performance and to ensure that the Academy's resources are appropriately managed and controlled.
- Regular scrutiny of financial and other performance monitoring data
- Regular reports from the Headteacher and other managers to the governing body
- The Internal Evaluations Control reports

Trustees have ensured that the Academy has kept proper accounting records during the period which have enabled the financial position of the Academy to be accurately tracked. The Academy has maintained and operated an effective system of internal control to safeguard all the resources delegated, granted or otherwise entrusted to the school and ensured they are used cost effectively.

The system of internal control has been developed and is coordinated by the Accounting Officer. It aims to provide as much assurance as is reasonably possible (not absolute assurance) that assets are safeguarded, transactions are properly authorised and recorded and that material errors or irregularities are either prevented or can be detected promptly.

As Trustees, we acknowledge we have overall responsibility for ensuring that Jotmans Hall Primary 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.

As Trustees, we have reviewed and taken account of the guidance in DfE's Governance Handbook and competency framework for governance.

The board of Trustees has delegated the day-to-day responsibility to the Principal, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Jotmans Hall Primary School and the Secretary of State for Education. They are also responsible for reporting to the board of Trustees any material weaknesses or breakdowns in internal control.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**GOVERNANCE STATEMENT (CONTINUED)**

**Governance**

The information on governance included here supplements that described in the Trustees' report and in the Statement of Trustees' responsibilities. The board of Trustees has formally met 6 times during the year.

Attendance during the year at meetings of the board of Trustees was as follows:

Trustee	Meetings attended	Out of a possible
Mrs J Lunn, Community Governor	2	6
Mrs C Savage, Staff Governor	5	6
Mr B Woolf, Community Governor & Vice Chair	5	6
Mr P Hodges, Community Governor & Chair of Governors	6	6
Mrs G Hindes, Staff Governor	6	6
Mrs S Price, Community Governor	6	6
Mrs E Nunn, Staff Governor	1	1
Mr L Brooks, Parent Governor	4	6
Mr R Savage, Community Governor	4	6
Mrs L Holland, Parent Governor	5	6
Ms S Warnes, Principal and Accounting Officer	5	6
Mr I Harding, Community Governor	5	6
Mrs D Onslow, Parent Governor	4	5

The academy has a strong Governing Body and attendance at meetings is typically very high, however work commitments for some members of the governing body makes attendance at all meetings difficult. Owing to COVID-19 FGB meetings since March have been held remotely via zoom.

We started the year with a total of 12 Governors made up as follows:

- 4 Staff Governors (including the Head Teacher)
- 3 Parent Governors
- 5 Community Governors

There has been 1 resignation from the Governing Body; Mrs E Nunn resigned her position of staff governor to concentrate of her role as business manager. Mrs D Onslow joined The Full Governing Body as a parent governor in September 2019. This resulted in a total of 12 governors at 31 August 2020.

**Review of governance**

During 2019/20 the Governing Body aimed to set itself targets as part of the School Development Plan. These targets were to be monitored and evaluated and success criteria put in place. The development of a new SDP followed by a subsequent change in governor focus due to COVID-19 resulted in no formal governor targets being set. The governors did however achieve the following:

- 1) A climate walk was completed in the Autumn term. Owing to COVID-19 governors were unable to complete climate walks in the Spring term. A governor climate walk was completed in the Summer term prior to the partial reopening of the school.
- 2) Owing to COVID-19 governors were unable to complete Subject Monitoring during the Summer term.
- 3) Owing to COVID-19 governors were unable to visit the School Council, Eco Council or Digital Council.
- 4) The Curriculum & Pastoral Committee approved a curriculum intent statement in November 2019.

The Governing Body also carried out a skills audit in July 2020, All Governors were asked to complete a questionnaire to identify any gaps in skills or knowledge which needed consideration in relation to the current community governor vacancy and future vacancies. (The questionnaire is designed by the National Governors' Association specifically for single academy trusts.) Individual members of the Governing Body completed the

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**GOVERNANCE STATEMENT (CONTINUED)**

**Governance (continued)**

skills audit (rating their experience between 1 and 5, 1 meaning none and 5 meaning extensive experience); these were then analysed by the Clerk using a tool provided by the National Governors' Association. The skills against which the governors were asked to rate themselves are classified as either 'essential' or 'desirable'. Analysis of the 'essential' skills showed that of the 6 Governors who completed the surveys rated themselves highly (4 or 5) in most areas. However, the governors rated their experience average (3) when it came to

- experience of financial planning, budgeting, monitoring and compliance
- experience of HR policy and processes both within and outside the school sector

Analysis of the 'desirable' characteristics showed that the governors have a lack of experience of board membership in other sectors or schools; there is also a general lack of experience of members who have chaired a governing board or committee. These results will be taken into account when recruiting new governors for the current vacancies.

Conclusions:- No area scored consistently weakly. All areas had Governor(s) that rated themselves highly, however when the next Governor is selected someone with experience of school accountability and strategic leadership either within a school or another sector, would be an asset.

This exercise will continue to be completed annually during the Summer Term to identify any gaps and to evidence any increase in skills/knowledge as the current Governors' terms of office extend

The Finance and Premises Committee is a sub-committee of the main Governing Body with delegated powers to consider and make decisions in respect of various functions of the Governing Body. The Committee carries out the audit functions as part of their terms of reference and closely monitors Pupil Premium Plans, Sports Initiative Plans and fundholding monitoring. Since the committee meets bi-monthly, with monthly reports and memos they have a very good understanding and involvement in the monitoring of the Academy's financial and premises issues.

The Chairman of the Finance and Premises Committee is very experienced and the Chairman of Governors also attends this Committee and both bring high level financial management expertise and understanding from careers in a business environment. High levels of attendance by members ensures continuity across this area of expertise and, in addition, members have a wide range of skills, backgrounds and interests (due to careful selection of new Governors) ensuring that the Committee is very effective.

Attendance during the year at meetings was as follows:

Trustee	Meetings attended	Out of a possible
Mrs S Warnes	6	6
Mr B Woolf	6	6
Mr P Hodges	6	6
Mr R Savage	3	6
Mrs L Holland	4	6
Mr I Harding	3	4
Mr L Brooks	3	6
Mrs E Nunn	1	1
Mrs G Hindes	5	6

Mrs Fox continued to attend Committee meetings in her capacity as School Business Manager and Clerk to the Committee. Mrs Nunn continued to attend Committee meetings in her capacity as School Business Manager.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**GOVERNANCE STATEMENT (CONTINUED)**

**Review of value for money**

As accounting officer, the Principal has responsibility for ensuring that the Academy 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 the 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 value for money during the year by:

- Challenging the functions of the Academy;
- Monitoring outcomes of our pupils and our financial performance;
- Consulting with our stakeholders before we make major decisions;
- Ensure fair competition and value for money through quotes and tenders.

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

- Continuing with the programme to replace classroom whiteboards with interactive TVs; 6 classes now have the use of this new technology. This programme will continue into 2020-21.
- Regular lettings support programme of income generation and support community activities.

**Financial**

Other examples demonstrating good value for money were by:-

- Regular budget monitoring and reporting to Governors, with an annual independent review of controls
- Benchmarking exercise against similar schools to look for areas that required improvement – none were found
- Annual review of contracts to ensure the Academy achieves a good mix of quality and effectiveness at a fair price. This included the appointment of a new photocopier provider in September 2019, making a small saving of on our annual contract costs.
- Collaboration with other local schools to ensure best prices for purchases and the sharing of good practice to raise standards
- The Academy constantly strives to reduce waste by raising the awareness of all staff to the principles of value for money.

**Partnerships**

Useful collaboration with partner schools continued:-

- The School's involvement in the Benfleet and Thundersley Interschool's Cluster Trust continued, enabling excellent value for money to be attained for a wide range of training courses for Site Staff, Associate Staff and teaching staff. The Trust enabled various groups of staff to meet regularly and share best practice, including the School Business Managers.

Use of the premises by the local community continued to be a strength of the School. Partnerships with a local community fitness club continued during 2019-20 with an established letting for a Ju-jitsu class throughout the entire year. Additional letting opportunities were explored in order to raise additional income for the school and the school put plans in place to advertise the site on a local hall letting website to facilitate this when the electrical project was complete. Plans, however, to progress this were put on hold during the school closure but will be re-instigated as soon as it is safe to do so.

**General**

Income generation from catering and after-school club activities remained constant during the first two terms of 2019-20. However, the school closure saw suspension of the breakfast and after-school clubs (Woodland Club). Advice was sought from the academy's HR consultants regarding the possibility of furloughing staff in order to reduce expenditure. However, as the majority of staff were either working or held another post within the school (for which government funding was being received) this was not possible.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**GOVERNANCE STATEMENT (CONTINUED)**

**Review of value for money (continued)**

The final picture at the end of the year showed an approximate loss of £16,000 in relation to the Woodland Club but an increase of approximately £4,000 in relation to catering. The increase in the catering profit was as a consequence of continued receipt of Universal Infant Free School Meal and Free School Meal funding.

**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 academy policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in the Academy Trust for the year 1st September 2019 to 31st August 2020 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 issues to which the academy trust 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 the academy trust's significant risks that has been in place for period 1st September 2019 to 31st August 2020 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Governing Body and a review of the Risk Register was carried out in November 2019, with the relative risk ratings reconsidered.

**The risk and control framework**

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

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the Governing Body
- regular reviews by the Finance & Premises 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 Board of Trustees has decided to employ Juniper Education as internal auditor.

Juniper Education were instructed to carry out the academy's internal controls evaluation and carried out their first visit in August 2019. This instruction continued in 2019-20 with two further visits (the latter one being carried out remotely due to the school closure). Any areas for information or action were taken to the Governing Body and procedures put in place to address these.

In addition, the Accountants provide support and guidance to the School Business Managers when they are preparing and submitting financial returns.

The academy adopts the local authority's Financial Regulations and Scheme of Delegation template which incorporates any amendments reflected in the Academies Financial Handbook each year.



**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**GOVERNANCE STATEMENT (CONTINUED)**

**The risk and control framework (continued)**

**Review of effectiveness**

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

- the work of the external auditor and the Responsible Officer;;
- the financial management and governance self-assessment process;
- the work of the Finance Director within the Academy who has responsibility for the development and maintenance of the internal control framework.

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

Approved by order of the members of the Board of Trustees on 16 November 2020 and signed on their behalf by:

*Mr P Hodges - Chair of Governors*  
**Mr P Hodges**  
Chair of Trustees

*Ms S Warnes - Accounting Officer*  
**Ms S Warnes**  
Accounting Officer

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

As accounting officer of Jotmans Hall Primary School I have considered my responsibility to notify the Academy board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy, under the funding agreement in place between the Academy and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2019.

I confirm that I and the Academy board of Trustees are able to identify any material irregular or improper use of all funds by the Academy, or material non-compliance with the terms and conditions of funding under the Academy's funding agreement and the Academies Financial Handbook 2019.

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.

*Ms S Warnes - Accounting Officer*

**Ms S Warnes**  
Accounting Officer  
Date: 16 November 2020

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the members of the Board of Trustees on 16 November 2020 and signed on its behalf by:

*Mr P Hodges - Chair of Governors*

**Mr P Hodges**  
Chair of Trustees

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF**  
**JOTMANS HALL PRIMARY SCHOOL**

**Opinion**

We have audited the financial statements of Jotmans Hall Primary School (the 'academy') for the year ended 31 August 2020 which comprise the Statement of financial activities, 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 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and 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 2020 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 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and 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.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
JOTMANS HALL PRIMARY SCHOOL (CONTINUED)**

**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. Other information includes the Reference and administrative details, the Trustees' report including the Strategic report, and the Governance statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

**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 including the Strategic report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report and the Strategic report have been prepared in accordance with applicable legal requirements.

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

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

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
JOTMANS HALL PRIMARY SCHOOL (CONTINUED)**

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, 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.

**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.

*Clive Smith*

**Clive Smith FCA (Senior statutory auditor)**

for and on behalf of

**MWS**

Chartered Accountants

Statutory Auditor

Kingsridge House

601 London Road

Westcliff-on-Sea

Essex

SS0 9PE

Date: 09 December 2020

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO JOTMANS HALL PRIMARY SCHOOL AND THE EDUCATION AND SKILLS FUNDING AGENCY**

In accordance with the terms of our engagement letter dated 31 May 2019 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2019 to 2020, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Jotmans Hall Primary School during the year 1 September 2019 to 31 August 2020 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 Jotmans Hall Primary School and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Jotmans Hall Primary School and 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 Jotmans Hall Primary School and ESFA, for our work, for this report, or for the conclusion we have formed.

**Respective responsibilities of Jotmans Hall Primary School's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Jotmans Hall Primary School's funding agreement with the Secretary of State for Education dated 29 July 2011 and the Academies Financial Handbook, extant from 1 September 2019, 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 2019 to 2020. 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 2019 to 31 August 2020 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 2019 to 2020 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw to our conclusion includes:

- Assessing the risk of material irregularity in the Academy Trust
- Commissioning a self-assessment review of the Trustees' governance arrangements and consideration of any material non-compliance with the Academies Financial Handbook
- Investigating any areas of significant risk identified
- Consideration of the work performed under our audit engagement and any impact this may have on our regularity conclusion or regularity risk assessment
- A review of the internal controls and internal audit procedures for areas of significant risk and performing further substantive testing where necessary.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO JOTMANS HALL PRIMARY SCHOOL AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)**

**Conclusion**

In the course of our work, nothing has come to our attention which suggest in all material respects the expenditure disbursed and income received during the year 1 September 2019 to 31 August 2020 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*MWS*

**MWS**  
Chartered Accountants  
Statutory Auditor

Kingsridge House  
601 London Road  
Westcliff-on-Sea  
Essex  
SS0 9PE

Date: 09 December 2020



**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 AUGUST 2020**

	Note	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>Income from:</b>						
Donations and capital grants	3	-	7,555	12,956	20,511	654,317
Charitable activities		1,370,703	-	-	1,370,703	1,280,116
Other trading activities		-	-	76,763	76,763	118,050
Investments	6	-	-	183	183	157
<b>Total income</b>		<b>1,370,703</b>	<b>7,555</b>	<b>89,902</b>	<b>1,468,160</b>	<b>2,052,640</b>
<b>Expenditure on:</b>						
Charitable activities	8	1,482,486	59,424	68,635	1,610,545	1,571,442
<b>Total expenditure</b>		<b>1,482,486</b>	<b>59,424</b>	<b>68,635</b>	<b>1,610,545</b>	<b>1,571,442</b>
<b>Net (expenditure)/income</b>		<b>(111,783)</b>	<b>(51,869)</b>	<b>21,267</b>	<b>(142,385)</b>	<b>481,198</b>
Transfers between funds	18	10,541	-	(10,541)	-	-
<b>Net movement in funds before other recognised gains/(losses)</b>		<b>(101,242)</b>	<b>(51,869)</b>	<b>10,726</b>	<b>(142,385)</b>	<b>481,198</b>
<b>Other recognised gains/(losses):</b>						
Actuarial losses on defined benefit pension schemes	24	(184,000)	-	-	(184,000)	(139,000)
<b>Net movement in funds</b>		<b>(285,242)</b>	<b>(51,869)</b>	<b>10,726</b>	<b>(326,385)</b>	<b>342,198</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward		(1,000,177)	3,087,951	168,218	2,255,993	1,913,795
Net movement in funds		(285,242)	(51,869)	10,726	(326,385)	342,198
<b>Total funds carried forward</b>		<b>(1,285,419)</b>	<b>3,036,082</b>	<b>178,944</b>	<b>1,929,607</b>	<b>2,255,993</b>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 35 to 60 form part of these financial statements.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 7687947**

**BALANCE SHEET**  
**AS AT 31 AUGUST 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	14	3,030,441	2,630,833
		<u>3,030,441</u>	<u>2,630,833</u>
<b>Current assets</b>			
Stocks	15	672	672
Debtors	16	32,831	267,792
Cash at bank and in hand		267,317	532,041
		<u>300,820</u>	<u>800,505</u>
Creditors: amounts falling due within one year	17	(105,654)	(164,346)
		<u>195,166</u>	<u>636,159</u>
<b>Net current assets</b>		<u>195,166</u>	<u>636,159</u>
<b>Total assets less current liabilities</b>		<u>3,225,607</u>	<u>3,266,992</u>
<b>Net assets excluding pension liability</b>		<u>3,225,607</u>	<u>3,266,992</u>
Defined benefit pension scheme liability	24	(1,296,000)	(1,011,000)
<b>Total net assets</b>		<u><u>1,929,607</u></u>	<u><u>2,255,992</u></u>
<b>Funds of the Academy</b>			
<b>Restricted funds:</b>			
Fixed asset funds	18	3,036,082	3,087,951
Restricted income funds	18	10,581	10,823
		<u>3,046,663</u>	<u>3,098,774</u>
Restricted funds excluding pension asset	18	3,046,663	3,098,774
Pension reserve	18	(1,296,000)	(1,011,000)
		<u>1,750,663</u>	<u>2,087,774</u>
<b>Total restricted funds</b>	18	<u>1,750,663</u>	<u>2,087,774</u>
<b>Unrestricted income funds</b>	18	<u>178,944</u>	<u>168,218</u>
<b>Total funds</b>		<u><u>1,929,607</u></u>	<u><u>2,255,992</u></u>

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 7687947**

**BALANCE SHEET (CONTINUED)**  
**AS AT 31 AUGUST 2020**

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements on pages 31 to 60 were approved by the Trustees, and authorised for issue on 16 November 2020 and are signed on their behalf, by:

*Mr P Hodges - Chair of Governors*  
**Mr P Hodges**  
Chair of Trustees

*Ms S Warnes - Accounting Officer*

**Ms S Warnes**  
Accounting Officer

The notes on pages 35 to 60 form part of these financial statements.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

	<b>Note</b>	<b>2020</b> £	<b>2019</b> £
<b>Cash flows from operating activities</b>			
Net cash provided by operating activities	20	<b>22,962</b>	60,262
<b>Cash flows from investing activities</b>			
	21	<b>(287,686)</b>	197,514
<b>Change in cash and cash equivalents in the year</b>		<b>(264,724)</b>	257,776
Cash and cash equivalents at the beginning of the year		<b>532,041</b>	274,265
<b>Cash and cash equivalents at the end of the year</b>	22, 23	<b>267,317</b>	532,041

The notes on pages 35 to 60 form part of these financial statements

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Accounting policies**

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

**1.1 Basis of preparation of financial statements**

The financial statements of the Academy, which is a public benefit entity under FRS 102, have been prepared under the historic cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2019 to 2020 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

**1.2 Going concern**

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

**1.3 Income**

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

• **Grants**

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

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

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

• **Donations**

Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Accounting policies (continued)**

**1.4 Expenditure**

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

• **Charitable activities**

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

All resources expended are inclusive of irrecoverable VAT.

**1.5 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**1.6 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 institution with whom the funds are deposited.

**1.7 Tangible fixed assets**

Assets costing £500 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

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

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

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Accounting policies (continued)**

**1.7 Tangible fixed assets (continued)**

Depreciation is provided on the following bases:

Freehold property	- 2% Straight line basis
Furniture and equipment	- 25% Straight line basis
Computer equipment	- 25% Straight line basis
Assets in the course of construction	- N/A

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.

**1.8 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**1.9 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.

**1.10 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.

**1.11 Liabilities**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Academy 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.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Accounting policies (continued)**

**1.12 Financial instruments**

The Academy only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the Academy and their measurement bases 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 16. Prepayments are not financial instruments. Amounts due to the Academy's wholly owned subsidiary are held at face value less any impairment. Cash at bank is classified as a basic financial instrument and is measured at face value.

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 note 17. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument. Amounts due to the Academy's wholly owned subsidiary are held at face value less any impairment.

**1.13 Pensions**

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

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the Academy in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each Balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/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.



**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Accounting policies (continued)**

**1.14 Fund accounting**

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

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

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

Investment income, gains and losses are allocated to the appropriate fund.

**2. Critical accounting estimates and areas of judgment**

Estimates and judgments 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 or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 24, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 August 2020. 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.

Critical areas of judgment:

The only area of critical judgement other than the LGPS liability is that of depreciation: rates of which are chosen where considered reasonable for the types of asset in question.

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**3. Income from donations and capital grants**

	<b>Restricted funds 2020 £</b>	<b>Restricted fixed asset funds 2020 £</b>	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Donations	-	-	12,956	<b>12,956</b>	41,077
Government grants	-	7,555	-	<b>7,555</b>	613,240
	<u>-</u>	<u>7,555</u>	<u>12,956</u>	<u><b>20,511</b></u>	<u>654,317</u>
<i>Total 2019</i>	<u>2,000</u>	<u>613,240</u>	<u>39,077</u>	<u>654,317</u>	

**4. Funding for the Academy's educational operations**

	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
<b>DfE/ESFA grants</b>			
General Annual Grant (GAG)	1,142,451	<b>1,142,451</b>	1,097,572
Other DfE/ESFA grants	120,338	<b>120,338</b>	120,438
Local authority grants	107,914	<b>107,914</b>	62,106
	<u>1,370,703</u>	<u><b>1,370,703</b></u>	<u>1,280,116</u>
<i>Total 2019</i>	<u>1,280,116</u>	<u>1,280,116</u>	

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**5. Income from other trading activities**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Hire of facilities	2,580	<b>2,580</b>	4,020
Catering	26,202	<b>26,202</b>	40,266
Services provided	47,981	<b>47,981</b>	73,764
	<u>76,763</u>	<u><b>76,763</b></u>	<u>118,050</u>
<i>Total 2019</i>	<u>118,050</u>	<u>118,050</u>	

**6. Investment income**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Short term deposits	183	<b>183</b>	157
<i>Total 2019</i>	<u>157</u>	<u>157</u>	

**7. Expenditure**

	<b>Staff Costs 2020 £</b>	<b>Premises 2020 £</b>	<b>Other 2020 £</b>	<b>Total 2020 £</b>	<i>Total 2019 £</i>
Educational Operations:					
Direct costs	917,018	59,308	40,605	<b>1,016,931</b>	974,244
Allocated support costs	398,299	74,261	121,054	<b>593,614</b>	597,198
	<u>1,315,317</u>	<u>133,569</u>	<u>161,659</u>	<u><b>1,610,545</b></u>	<u>1,571,442</u>
<i>Total 2019</i>	<u>1,208,060</u>	<u>142,556</u>	<u>220,826</u>	<u>1,571,442</u>	

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**8. Analysis of expenditure on charitable activities**

**Summary by fund type**

	<b>Restricted funds 2020 £</b>	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Educational Operations	1,541,910	68,635	<b>1,610,545</b>	1,571,442
<i>Total 2019</i>	1,475,498	95,944	1,571,442	

**9. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2020 £</b>	<b>Support costs 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Educational Operations	1,016,931	593,614	<b>1,610,545</b>	1,571,442
<i>Total 2019</i>	974,244	597,198	1,571,442	

**Analysis of direct costs**

	<b>Educational Operations 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Staff costs	919,018	<b>919,018</b>	838,994
Depreciation	59,424	<b>59,424</b>	57,839
Educational supplies	29,687	<b>29,687</b>	58,758
Educational consultancy	8,802	<b>8,802</b>	18,653
	1,016,931	<b>1,016,931</b>	974,244

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**9. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	<b>Educational Operations 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Pension finance charge	18,000	<b>18,000</b>	19,000
Staff costs	398,300	<b>398,300</b>	369,066
Maintenance of premises and equipment	27,197	<b>27,197</b>	32,289
Cleaning	8,758	<b>8,758</b>	7,208
Rent and rates	7,953	<b>7,953</b>	7,648
Energy costs	13,678	<b>13,678</b>	17,300
Insurance	16,675	<b>16,675</b>	20,272
Security and transport	811	<b>811</b>	925
Catering	42,779	<b>42,779</b>	61,613
Bank interest and charges	-	-	25
Other support costs	59,463	<b>59,463</b>	61,852
	<u>593,614</u>	<u><b>593,614</b></u>	<u>597,198</u>

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**10. Net (expenditure)/income**

Net (expenditure)/income for the year includes:

	<b>2020</b>	<i>2019</i>
	£	£
Depreciation of tangible fixed assets	<b>59,425</b>	57,839
Fees paid to auditors for:		
- audit	<b>8,000</b>	8,000
	<b>67,425</b>	65,839

**11. Staff**

**a. Staff costs**

Staff costs during the year were as follows:

	<b>2020</b>	<i>2019</i>
	£	£
Wages and salaries	<b>951,123</b>	901,607
Social security costs	<b>75,104</b>	67,271
Pension costs	<b>291,090</b>	239,182
	<b>1,317,317</b>	1,208,060

**b. Staff numbers**

The average number of persons employed by the Academy during the year was as follows:

	<b>2020</b>	<i>2019</i>
	No.	No.
Teachers	<b>11</b>	12
Administration and support	<b>35</b>	41
Management	<b>6</b>	6
	<b>52</b>	59

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**11. Staff (continued)**

**c. Higher paid staff**

No employee received remuneration amounting to more than £60,000 in either year.

**d. Key management personnel**

The key management personnel of the Academy comprise the Trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy was £357,384 (2019 £221,586).

**12. Trustees' remuneration and expenses**

One or more Trustees has been paid remuneration or has received other benefits from an employment with the Academy. The principal and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff members under their contracts of employment. The value of Trustees' remuneration and other benefits was as follows:

		<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
Mr C Buck, Staff Governor	Remuneration		20,000 - 25,000
	Pension contributions paid		0 - 5,000
Mrs N Kadwill, Principal and Accounting Officer	Remuneration		15,000 - 20,000
	Pension contributions paid		0 - 5,000
Mrs E Nunn, Staff Governor (resigned 17 September 2019)	Remuneration	<b>0 - 5,000</b>	30,000 - 35,000
	Pension contributions paid	<b>0 - 5,000</b>	0 - 5,000
Mrs C Savage, Staff Governor	Remuneration	<b>10,000 - 15,000</b>	10,000 - 15,000
	Pension contributions paid	<b>0 - 5,000</b>	0 - 5,000
Mrs G Hindes	Remuneration	<b>35,000 - 40,000</b>	5,000 - 10,000
	Pension contributions paid	<b>5,000 - 10,000</b>	0 - 5,000
Ms S Warnes, Principal and Accounting Officer	Remuneration	<b>55,000 - 60,000</b>	50,000 - 55,000
	Pension contributions paid	<b>10,000 - 15,000</b>	5,000 - 10,000

During the year ended 31 August 2020, no Trustee expenses have been incurred (2019 - £NIL).

**13. Trustees' and Officers' insurance**

In accordance with normal commercial practice, the Academy has purchased insurance to protect Trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business. The insurance provides cover up to £5,000,000 on any one claim and the cost for the year ended 31 August 2020 is included in the total insurance cost.

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**14. Tangible fixed assets**

	Freehold property £	Furniture and fixtures £	Computer equipment £	Assets under construction £	Total £
<b>Cost or valuation</b>					
At 1 September 2019	2,785,346	518,485	165,718	139,965	3,609,514
Additions	-	-	8,023	451,008	459,031
Transfers between classes	590,973	-	-	(590,973)	-
At 31 August 2020	<u>3,376,319</u>	<u>518,485</u>	<u>173,741</u>	<u>-</u>	<u>4,068,545</u>
<b>Depreciation</b>					
At 1 September 2019	316,992	509,836	151,852	-	978,680
Charge for the year	48,056	3,202	8,167	-	59,425
At 31 August 2020	<u>365,048</u>	<u>513,038</u>	<u>160,019</u>	<u>-</u>	<u>1,038,105</u>
<b>Net book value</b>					
At 31 August 2020	<u><u>3,011,271</u></u>	<u><u>5,447</u></u>	<u><u>13,722</u></u>	<u><u>-</u></u>	<u><u>3,030,440</u></u>
At 31 August 2019	<u><u>2,468,354</u></u>	<u><u>8,648</u></u>	<u><u>13,866</u></u>	<u><u>139,965</u></u>	<u><u>2,630,833</u></u>

**15. Stocks**

	2020 £	2019 £
Raw materials and consumables	<u>672</u>	<u>672</u>

**16. Debtors**

	2020 £	2019 £
<b>Due within one year</b>		
Trade debtors	-	1,000
Other debtors	2,067	6,258
Prepayments and accrued income	30,764	260,534
	<u><u>32,831</u></u>	<u><u>267,792</u></u>



**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**17. Creditors: Amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	£	£
Other taxation and social security	<b>17,691</b>	16,267
Other creditors	<b>23,060</b>	18,498
Accruals and deferred income	<b>64,903</b>	129,581
	<b>105,654</b>	164,346
	<b>2020</b>	<b>2019</b>
	£	£
Deferred income at 1 September 2019	<b>35,915</b>	35,374
Resources deferred during the year	<b>33,824</b>	35,915
Amounts released from previous periods	<b>(35,915)</b>	(35,374)
	<b>33,824</b>	35,915

At the balance sheet date the academy trust was holding funds received in advance for the following:  
 KS1 Free School Meals for terms 1 and 2 of the 2020-2021 school year.  
 GAG rates income for the period September 2020 to March 2021.  
 Deposits held from parents for club income September 2020.

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**18. Statement of funds**

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2020 £
<b>Unrestricted funds</b>						
Unrestricted funds	168,218	89,902	(68,635)	(10,541)	-	178,944
<b>Restricted general funds</b>						
General Annual Grant (GAG)	-	1,142,451	(1,067,992)	(74,459)	-	-
Other DfE/ESFA Grants	10,823	66,336	(66,578)	-	-	10,581
UIFSM	-	48,726	(48,726)	-	-	-
Other ESFA Grants	-	5,276	(5,276)	-	-	-
LA Grants	-	107,914	(107,914)	-	-	-
Pension reserve	(1,011,000)	-	(186,000)	85,000	(184,000)	(1,296,000)
	<u>(1,000,177)</u>	<u>1,370,703</u>	<u>(1,482,486)</u>	<u>10,541</u>	<u>(184,000)</u>	<u>(1,285,419)</u>
<b>Restricted fixed asset funds</b>						
Inherited fixed assets	2,159,000	-	(36,000)	-	-	2,123,000
Capital expenditure	10,233	-	(1,908)	-	-	8,325
DfE/ESFA capital grants	913,040	7,555	(19,451)	-	-	901,144
Donated assets	5,678	-	(2,065)	-	-	3,613
	<u>3,087,951</u>	<u>7,555</u>	<u>(59,424)</u>	<u>-</u>	<u>-</u>	<u>3,036,082</u>
<b>Total Restricted funds</b>	<u>2,087,774</u>	<u>1,378,258</u>	<u>(1,541,910)</u>	<u>10,541</u>	<u>(184,000)</u>	<u>1,750,663</u>
<b>Total funds</b>	<u><u>2,255,992</u></u>	<u><u>1,468,160</u></u>	<u><u>(1,610,545)</u></u>	<u><u>-</u></u>	<u><u>(184,000)</u></u>	<u><u>1,929,607</u></u>

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

Restricted general funds and other restricted funds  
These relate to the Academy's development and operational activities.

Restricted fixed asset fund  
These grants relate to capital funding to carry out works of a capital nature.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**18. Statement of funds (continued)**

Pension reserve

The pension reserve relates to the Academy's share of the deficit of the Local Government Pension Scheme.

Funds have been transferred in respect of the following:

£10,541 has been transferred from the unrestricted fund to the restricted general fund to cover a deficit on this fund.

£85,000 has been transferred from GAG to the pension reserve representing employer contributions to the Local Government Defined Benefit Pension Scheme.

Under the funding agreement with the Secretary of State, the Academy was not subject to a limit on the amount of GAG it could carry forward at 31 August 2020.

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**18. Statement of funds (continued)**

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

	<i>Balance at 1 September 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 August 2019 £</i>
<b>Unrestricted funds</b>						
Unrestricted funds	149,248	157,283	(95,944)	(42,369)	-	168,218
<b>Restricted general funds</b>						
General Annual Grant (GAG)	-	1,097,572	(1,139,941)	42,369	-	-
Other DfE/ESFA Grants	9,997	66,537	(65,711)	-	-	10,823
UIFSM	-	48,726	(48,726)	-	-	-
Other ESFA Grants	-	5,175	(5,175)	-	-	-
LA Grants	-	62,106	(62,106)	-	-	-
Other	-	2,000	(2,000)	-	-	-
Pension reserve	(778,000)	-	(94,000)	-	(139,000)	(1,011,000)
	(768,003)	1,282,116	(1,417,659)	42,369	(139,000)	(1,000,177)
<b>Restricted fixed asset funds</b>						
Inherited fixed assets	2,195,000	-	(36,000)	-	-	2,159,000
Capital expenditure	12,141	-	(1,908)	-	-	10,233
DfE/ESFA capital grants	317,666	613,240	(17,866)	-	-	913,040
Donated assets	7,743	-	(2,065)	-	-	5,678
	2,532,550	613,240	(57,839)	-	-	3,087,951
<b>Total Restricted funds</b>	1,764,547	1,895,356	(1,475,498)	42,369	(139,000)	2,087,774
<b>Total funds</b>	1,913,795	2,052,639	(1,571,442)	-	(139,000)	2,255,992

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**19. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

	<b>Restricted funds 2020 £</b>	<b>Restricted fixed asset funds 2020 £</b>	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Tangible fixed assets	-	3,030,441	-	<b>3,030,441</b>
Current assets	114,433	5,641	180,746	<b>300,820</b>
Creditors due within one year	(103,852)	-	(1,802)	<b>(105,654)</b>
Provisions for liabilities and charges	(1,296,000)	-	-	<b>(1,296,000)</b>
<b>Total</b>	<b>(1,285,419)</b>	<b>3,036,082</b>	<b>178,944</b>	<b>1,929,607</b>

**Analysis of net assets between funds - prior period**

	<i>Restricted funds 2019 £</i>	<i>Restricted fixed asset funds 2019 £</i>	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Tangible fixed assets	-	2,630,833	-	<b>2,630,833</b>
Current assets	170,735	457,118	172,652	<b>800,505</b>
Creditors due within one year	(159,912)	-	(4,434)	<b>(164,346)</b>
Provisions for liabilities and charges	(1,011,000)	-	-	<b>(1,011,000)</b>
<b>Total</b>	<b>(1,000,177)</b>	<b>3,087,951</b>	<b>168,218</b>	<b>2,255,992</b>

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**20. Reconciliation of net (expenditure)/income to net cash flow from operating activities**

	2020 £	2019 £
Net (expenditure)/income for the period (as per Statement of financial activities)	<b>(142,385)</b>	481,198
<b>Adjustments for:</b>		
Depreciation	<b>59,425</b>	57,839
Capital grants from DfE and other capital income	<b>(240,814)</b>	(379,981)
Interest receivable	<b>(183)</b>	(157)
Defined benefit pension scheme adjustments	<b>101,000</b>	94,000
Decrease/(increase) in debtors	<b>234,961</b>	(246,737)
Increase in creditors	<b>10,958</b>	54,100
<b>Net cash provided by operating activities</b>	<b>22,962</b>	60,262

**21. Cash flows from investing activities**

	2020 £	2019 £
Dividends, interest and rents from investments	<b>183</b>	157
Purchase of tangible fixed assets	<b>(528,683)</b>	(182,624)
Capital grants from DfE Group	<b>240,814</b>	379,981
<b>Net cash (used in)/provided by investing activities</b>	<b>(287,686)</b>	197,514

**22. Analysis of cash and cash equivalents**

	2020 £	2019 £
Cash in hand	<b>267,317</b>	532,041
<b>Total cash and cash equivalents</b>	<b>267,317</b>	532,041

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**23. Analysis of changes in net debt**

	At 1 September 2019 £	Cash flows £	At 31 August 2020 £
Cash at bank and in hand	532,041	(264,724)	267,317
	<u>532,041</u>	<u>(264,724)</u>	<u>267,317</u>

**24. Pension commitments**

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 Essex County Council. Both are multi-employer defined benefit schemes.

The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2016.

Contributions amounting to £23,060 were payable to the schemes at 31 August 2020 (2019 - £18,498) and are included within creditors.

**Teachers' Pension Scheme**

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies. All teachers have the option to opt-out of the TPS following enrolment.

The TPS is an unfunded scheme to which both the member and employer makes contributions, as a percentage of salary - these contributions are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**24. Pension commitments (continued)**

**Valuation of the Teachers' Pension Scheme**

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 every 4 years. 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 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million, giving a notional past service deficit of £22,000 million
- the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI, assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

The next valuation result is due to be implemented from 1 April 2023.

The employer's pension costs paid to TPS in the year amounted to £121,846 (2019 - £78,408).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website (<https://www.teacherspensions.co.uk/news/employers/2019/04/teachers-pensions-valuation-report.aspx>).

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

**Local Government Pension Scheme**

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2020 was £108,000 (2019 - £108,000), of which employer's contributions totalled £85,000 (2019 - £85,000) and employees' contributions totalled £ 23,000 (2019 - £23,000). The agreed contribution rates for future years are 23.8 per cent for employers and 5.5-12.5 per cent for employees.

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

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.



**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**24. Pension commitments (continued)**

**Principal actuarial assumptions**

	<b>2020</b>	<i>2019</i>
	%	%
Rate of increase in salaries	<b>3.25</b>	3.7
Rate of increase for pensions in payment/inflation	<b>2.25</b>	2.2
Discount rate for scheme liabilities	<b>1.6</b>	1.85
Inflation assumption (CPI)	<b>2.25</b>	2.2
RPI increases	<b>3.05</b>	3.2

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

	<b>2020</b>	<i>2019</i>
	Years	Years
<i>Retiring today</i>		
Males	<b>21.8</b>	21.3
Females	<b>23.8</b>	23.6
<i>Retiring in 20 years</i>		
Males	<b>23.2</b>	23
Females	<b>25.2</b>	25.4

**Sensitivity analysis**

	<b>2020</b>	<i>2019</i>
	£000	£000
Discount rate +0.1%	<b>56</b>	41
Discount rate -0.1%	<b>57</b>	42
Mortality assumption - 1 year increase	<b>84</b>	70
Mortality assumption - 1 year decrease	<b>51</b>	67
CPI rate +0.1%	<b>4</b>	4
CPI rate -0.1%	<b>4</b>	4

**JOTMANS HALL PRIMARY SCHOOL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**24. Pension commitments (continued)**

**Share of scheme assets**

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

	2020 £	2019 £
Equities	581,000	545,000
Gilts	40,000	48,000
Other bond	53,000	49,000
Property	73,000	69,000
Cash and other liquid assets	26,000	25,000
Alternative assets	166,000	129,000
<b>Total market value of assets</b>	<b>939,000</b>	<b>865,000</b>

The actual return on scheme assets was £25,000 (2019 - £62,000).

The amounts recognised in the Statement of financial activities are as follows:

	2020 £	2019 £
Service cost	(167,000)	(160,000)
Interest cost	(18,000)	(19,000)
Administrative expenses	(1,000)	-
<b>Total amount recognised in the Statement of financial activities</b>	<b>(186,000)</b>	<b>(179,000)</b>

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

	2020 £	2019 £
<b>At 1 September</b>	<b>1,876,000</b>	<b>1,484,000</b>
Current service cost	167,000	145,000
Interest cost	35,000	39,000
Employee contributions	23,000	23,000
Actuarial losses	169,000	181,000
Benefits paid	(35,000)	(11,000)
Past service costs	-	15,000
<b>At 31 August</b>	<b>2,235,000</b>	<b>1,876,000</b>

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**24. Pension commitments (continued)**

Changes in the fair value of the Academy's share of scheme assets were as follows:

	<b>2020</b>	<i>2019</i>
	<b>£</b>	<b>£</b>
<b>At 1 September</b>	<b>865,000</b>	<i>706,000</i>
Interest income	<b>17,000</b>	<i>20,000</i>
Actuarial (losses)/gains	<b>(15,000)</b>	<i>42,000</i>
Employer contributions	<b>85,000</b>	<i>85,000</i>
Employee contributions	<b>23,000</b>	<i>23,000</i>
Benefits paid	<b>(35,000)</b>	<i>(11,000)</i>
Administrative costs	<b>(1,000)</b>	<i>-</i>
<b>At 31 August</b>	<b>939,000</b>	<i>865,000</i>

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**24. Pension commitments (continued)**

Impact of the McCloud/Sargeant judgement on the Local Government Pension Scheme

An allowance was made in 2019 for the Court of Appeal judgement in relation to the McCloud & Sargeant cases which relate to age discrimination within the Judicial & Fire Pension schemes respectively. On 27 June 2019 the Supreme Court denied the Government's request for an appeal, and on 15 July 2019 the Government released a statement to confirm that it expects to have to amend all public service schemes, including the LGPS.

The estimated impact on the total liabilities at 31 August 2019 was allowed for as a past service cost and has resulted in a slight increase in the defined benefit obligation as at 31 August 2020.

This adjustment is an estimate of the potential impact on the Trust's defined benefit obligation as provided by the scheme's actuary. The Actuary's assessment is based on analysis carried out by the Government Actuary's Department (GAD) and the Trust's liability profile.

The GAD assessment is based on a "worst-case" scenario whereby this case impacts on all active members in the scheme as at 31 March 2019. It is the view of the Trustees and their actuary that this is not a realistic estimate. The actuary has therefore adjusted their estimate to only include members who were active at 31 March 2012.

On 16 July 2020, the Government published a consultation on the proposed remedy to be applied to LGPS benefits in response to the McCloud and Sargeant cases. The consultation closed on 8 October 2020 and the final remedy will only be known after the consultation responses have been reviewed and a final set of remedial Regulations are published. It is not anticipated that there are any material differences between the approach underlying the estimated allowance in 2019 and the proposed remedy.

Guaranteed Minimum Pension (GMP) Equalisation

As a result of the High Court's recent Lloyds ruling on the equalisation of GMPs between genders, a number of pension schemes have made adjustments to accounting disclosures to reflect the effect this ruling has on the value of pension liabilities. HM Treasury have confirmed that the judgement "does not impact on the current method used to achieve equalisation and indexation in public service pension schemes".

It is anticipated that the Fund will pay limited increases for members that have reached State Pension Age (SPA) by 6 April 2016, with the Government providing the remainder of the inflationary increase.

For members that reach SPA after this date, it is assumed that the Fund will be required to pay the entire inflationary increase. It is not therefore necessary to make any adjustments to the value placed on the liabilities as a result of the above outcome.

Goodwin case

Following a case involving the Teachers' Pension scheme, known as the Goodwin case, differences between survivor benefits payable to members with same-sex or opposite-sex survivors have been identified within a number of public sector pension schemes. As a result, the Government have confirmed that a remedy is required in all affected public sector pension schemes, which includes the LGPS.

It is anticipated that the impact on the value of LGPS liabilities as a whole, and for the majority of employers participating in the LGPS, will not be material. However, the impact on individual employers will vary depending on their specific membership profile.

Sufficient information is not currently available to assess the actual impact on the Academy Trust but as the worst case scenario for the scheme as whole is expected to be in the region of be 0.025% no provision has been included within these financial statements.

**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**25. Operating lease commitments**

At 31 August 2020 the Academy had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>2020</b>	<i>2019</i>
	£	£
Not later than 1 year	<b>2,280</b>	<i>2,280</i>
Later than 1 year and not later than 5 years	<b>2,280</b>	<i>4,560</i>
	<b>4,560</b>	<i>6,840</i>
	<b>4,560</b>	<i>6,840</i>

**26. Members' liability**

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

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

**27. Related party transactions**

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

Mr B Dunmow

Mr B Dunmow was a governor and trustee of Jotmans Hall Primary School but resigned 28 March 2019. He is a director of Interm IT (Essex) Ltd. Jotmans Hall Primary School employed Interm IT (Essex) Ltd to provide IT services during the period amounting to a total cost of £Nil (2019: £3,738). All services were provided by the company at cost in line with usual procurement processes.

The trust made the above purchases in accordance with its financial regulations. Mr B Dunmow neither participated in, nor influenced the procurement process.

In entering into the above transactions the trust has complied with the requirements of the Academies Financial Handbook 2019.

Mrs L Hodges, wife of Mr P Hodges, was employed during this and the proceeding year £13,851 (2019 - £14,832). There were no amounts outstanding at 31 August 2020 (2019 - nil).

Miss E Harding, daughter of Mr I Harding, was employed during the proceeding year £1,016. There were no amounts outstanding at 31 August 2020 (2019 - nil).

Mrs N Harding, wife of Mr I Harding, was employed during this and the proceeding year £14,664 (2019 - £14,976). There were no amounts outstanding at 31 August 2020 (2019 - nil).

Miss C Buchan, daughter of Mrs N Kadwill was employed during the proceeding year £3,123. There were no amounts outstanding at 31 August 2020 (2019 - nil).

No other related party transactions took place, other than certain trustees' remuneration and expenses already disclosed in note 12. The remunerated trustees hold no significant influence over levels of remuneration.

In entering into the above transactions the trust has complied with the requirements of the Academies Financial Handbook 2019.

**28. Controlling party**

There is no ultimate controlling party.