

**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 2021**

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

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**JOTMANS HALL PRIMARY SCHOOL**  
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**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Members</b>	Mr B Woolf (appointed 29 May 2021) Mr R Savage (appointed 29 May 2021) Mrs P Lovett (appointed 29 May 2021) Mr A Keeble (appointed 29 May 2021) Mr P Hodges
<b>Trustees</b>	Mrs L Allen, Community Trustee (appointed 14 October 2020) <sup>2</sup> Mrs J Lunn, Community Trustee <sup>2</sup> Mrs C Savage, Staff Trustee <sup>2</sup> Mr B Woolf, Community Trustee & Vice Chair <sup>1,3</sup> Mr P Hodges, Community Trustee & Chair of Governors <sup>1,3</sup> Mrs G Hindes, Staff Trustee <sup>1</sup> Mrs S Price, Community Trustee <sup>2,3</sup> Mr L Brooks, Parent Trustee <sup>1</sup> Mr R Savage, Community Trustee (resigned 29 May 2021) <sup>1,2</sup> Mrs L Holland, Parent Trustee <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 Trustee (resigned 20 October 2020) <sup>2</sup>
	<p><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</p>
<b>Company registered number</b>	7687947
<b>Company name</b>	Jotmans Hall Primary School
<b>Principal and registered office</b>	High Road Benfleet Essex SS7 5RG
<b>Company secretary</b>	Mrs J Curtis
<b>Accounting Officer</b>	Ms S Warnes
<b>Senior management team</b>	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
<b>Independent auditors</b>	MWS Chartered Accountants Statutory Auditor Kingsridge House 601 London Road Westcliff-on-Sea Essex SS0 9PE

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**REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2021**

**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**  
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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

The Trustees of Jotmans Hall Primary School present their annual report together with the financial statements and auditors' report for the period 1st September 2020 to 31st August 2021. 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.

At the beginning of the year, the Trustees of Jotmans Hall were also the directors of the charitable company for the purposes of company law. However, following the adoption of new Articles of Association there is now a separation between these roles (see later). The charitable company operates 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.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

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

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

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

New trustees 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 trustee is invited to an informal discussion with the Headteacher and given a copy of Jotmans Hall Primary School's Trustees' Handbook so that they are aware of what the role entails and requirements for members of the Board of Trustees. If a particular weakness is identified in the knowledge and skills of the Board of Trustees, then applicants will be actively sourced by current members of the Board of Trustees who have the desired experience or expertise. When a vacancy occurs, a new trustee is sought in a variety of ways, depending on the type of trustee vacancy; individuals with particular skills may be approached to see if they may be interested in becoming a trustee.

Parent Trustees 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 Trustees 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 Trustees' Handbook is given to any interested candidate.

Community Trustees contact the School to request to be a Community Trustee or they are approached by current Trustees. Their appointment is discussed and approved by the Board of Trustees

**Attendance at Meetings**

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

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

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

Name of Committee (*statutory committee)	Membership	Others	*Chairman	Quorum	Meetings	Clerk	Reporting Back	Review
Admissions*	3 Trustees	-	To be decided when required	3	As required	Clerk to the Board of Trustees	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 Board of Trustees	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
Board of Trustees	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 Board of Trustees	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 Board of Trustees	Via minutes	Annually Summer term
Staff Capability & Dismissal*	3	-	To be decided when required	3	As required	Clerk to the Board of Trustees	Via minutes	Annually Summer term
Staff Capability & Dismissal Appeals**	5	-	To be decided when required	3	As required	Clerk to the Board of Trustees	Via minutes	Annually Summer term

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

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

**Attendance at Meetings**

All Trustees are expected to attend the full Board of Trustee meetings and to choose at least one sub-committee to join. The composition and range of sub-committees is laid out in the Terms of Reference for the Board of Trustees and this includes both statutory and non-statutory committees. The number of trustees 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) trustees are chosen to sit on the sub-committees of the Board of Trustees. 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 Board of Trustees has vacancies at that point.

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2021**

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

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

Prospective Trustees

Prospective Trustees are given – Desirable Trustee Competences, Mutual expectations & the role of Trustees at Jotmans Hall. They are also informed that as a Trustee 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 Trustee at the School.

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

Newly Appointed Trustees receive the following pack:-

- Trustees Handbook;
- Articles of Association;
- Funding Agreement;
- The school's current prospectus;
- Minutes of the most recent meetings of the Board of Trustees (including sub-committees);
- A calendar of Board of Trustee 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;
- Trustees Skill Evaluation sheet;
- Business Skills Form;
- Access to the statutory and non-statutory policies adopted by the Board of Trustees;
- Up to date Admissions Policy;
- Trustees in School Policy;
- Keeping Children Safe in Education.

The Link Trustee (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 trustees 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" trustee will be chosen to help new trustees settle in, understand the role and answer any queries they may have.

All new trustees 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 Board of Trustees at that time. Where a need is identified by the Board of Trustees, or by an individual trustee, then a course is sourced or in-house provision is arranged with a suitable trainer.

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



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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2021**

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

**f. Organisational structure**

Jotmans Hall Primary School is governed by the Board of Trustees, constituted under a memorandum of association and articles of association. The structure of the Board of Trustees underwent a change in 2020-21 following a recommendation by the Academy's accountants raised in the 2018-19 audit that the role of a Member and that of a Trustee should hold a significant degree of separation. Accordingly, the Academy's solicitors were consulted and the Articles of Association amended to adopt the latest model Articles. The Funding Agreement was also accordingly amended. The Academy's new organisational structure has created this separation with 5 appointed members and 11 trustees. Both the Chair of Governors and Vice-Chair hold both roles (i.e. member and trustee).

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 Board of Trustees. The Board of Trustees has delegated the day-to-day running of the academy to the Headteacher and senior staff.

The Board of Trustees 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 Board of Trustees 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.

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2021**

**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 Board of Trustees 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.

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2021**

**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 trustees 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, 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.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**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 Trustee management, premises, finance and resources.

In terms of curriculum, the main targets within the School Development Plan for 2020-21 were as follows:-

- To continue to develop the curriculum in line with the new Ofsted requirements/subject Leaders to demonstrate positive impact and become "experts" in their subject
- To ensure the catch-up funding is used effectively, ensuring all groups make progress from their starting point and pupil premium and vulnerable children are able to "close the gap"
- To ensure that the school responds to any new developments surrounding COVID-19 promptly and effectively, whilst being mindful of staff wellbeing
- To ensure that phonics and reading remain a high priority throughout the school.

Further school improvement objectives were:-

**Future Capital Projects:**

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

**Kitchen Development**

- To work with LBA Safety to ensure compliance (including COVID measures), value for money, and accurate costings
- To work with new lunchtime procedures, with children in their bubbles
- 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, following COVID shutdown
- To relocate Woodland Club into the main hall
- 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

**Computing and IT Development**

- To continue to work towards the long-term IT development plan
- To continue with the rolling programme to upgrade Class televisions
- To purchase new iPads and/or laptops for the children to use

**Parental Engagement**

- To develop ways to run school events with COVID restrictions

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**Objectives and activities (continued)**

**c. Public benefit**

The Academy's trustees 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 trustees 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.

**Strategic report**

**Achievements and performance**

The Academy re-opened fully in September 2020. A full Risk Assessment and Action Plan was carried out and measures put in place to prepare for the full opening and to ensure that the school continued to operate in a safe way. Bubbles and rotas continued to operate and a new timetable introduced to allow for social distancing.

A primary focus initially was on PSHE and wellbeing and settling the children back into school life. An initial baseline was carried out to assess the impact on children's learning and intervention strategies put in place. A further assessment was carried out in November to gauge the impact of these interventions. Unfortunately, following several confirmed cases of COVID, children in all bubbles were forced to self-isolate at the end of the Autumn term ending in only the operation of a keyworker group at the end of the year. These isolations disrupted the catch-up strategies and remote learning was reinstated.

During the last week of the Autumn term, schools were informed that they would be closing for the first two weeks of the Spring term which was subsequently extended to 8th March 2021. The school remained open for keyworker and vulnerable children which operated in bubbles. EHCP children were invited into school and the dedicated SEN Hub remained open throughout.

Teaching staff worked fully from home concentrating on remote learning for their class and support staff covered the key worker groups. Contact was maintained with pupils and families through Google Classroom, Tapestry, Zoom, phone calls and doorstep visits.

The Academy re-opened on 8th March 2021 to all pupils. Bubbles continued and catch-up strategies were enhanced through intervention groups for all year groups and additional tutoring sessions for Years 3, 5 and 6. Emphasis was placed on replacing missed experiences, so as everything opened up trips were organised for all year groups. Year 6 had a day at Stubbers Adventure Centre followed by a sleepover on the school field. Trips to Colchester Castle and Barleylands also took place.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**Strategic report (continued)**

**Achievements and performance (continued)**

**a. Key performance indicators**

Key financial performance indicators are monitored by the Board of Trustees 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 Board of Trustees 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:-

	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
FTE teaching staff as at 31 <sup>st</sup> August	12.6	13.4	12.4
Average cost per teacher	£48,167	£51,337	£53,756
FTE support staff (excluding catering)	£448,778	£463,723	£490,140
Annual teaching staff cost	£606,910	£687,928	£666,586
Gross teacher salaries as % of GAG income = teaching staff costs / GAG	55.3%	60.2%	56.4%
GAG Funding	£1,097,572 303 pupils	£1,142,450 317 pupils	£1,182,585 313 pupils
Average Class Size	31.7	31.3	31.3
Total reserves – year end	£179,041	£189,526	£236,141

**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 2021**

As a consequence of the school closure and impact of Covid, all government testing was cancelled again during 2020-21. KeyStage 1 and KeyStage 2 SATs and the Year 1 Phonics Screening Test were unable to go ahead. However the cohort of pupils who had missed the phonics testing in 2020 were tested in November 2020 with 83% passing.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**Strategic report (continued)**

**Achievements and performance (continued)**

Statutory tests together with other internal assessments are the way in which the academy monitors the progress of pupils, classes and year groups. All targets within the school development plan were suspended with the primary focus once again shifting to safeguarding the school's families and supporting them during lockdown.

Delivery of on-line content for pupils going forward remained a priority and the academy's use of Google Classroom and Tapestry to deliver home learning was further developed.

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

- The number on roll remained high and we were over-subscribed in many year groups.
- 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

A priority in the School Development Plan was to "further develop the long-term ICT Plan with the introduction of a combination of tablets and laptops for use throughout the school". During 2020-21, the Academy secured competitive prices for a number of new ICT equipment to include:-

- A bank of 32 chromebooks for whole school use;
- A set of 15 Thinbooks for teacher use;
- Updated desktops for the Admin office;
- 5 additional interactive TVs to complete the programme to replace the old interactive whiteboards;
- Securing full allocation of DfE laptops to assist Pupil Premium and vulnerable families with remote learning.

In addition, a large element of the School Sports Premium was used to fund the installation of an eight piece outdoor multi-gym to improve health and activity for all pupils.

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

**b. Going concern**

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

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**Strategic report (continued)**

**Financial review**

**a. Finance 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 with a slight increase in pupils eligible for this funding by the end of the year. Careful use of this funding generally provides 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. However, as the majority of these activities did not take place during 2020-21, an element of the pupil premium funding remained unspent and will be carried forward into 2021-22. All staffing interventions funded by the Pupil Premium Plan continued where possible and progress continued to be carefully monitored by SLT and Trustees to ensure that pupils in this group made progress in line with their peers. Supporting pupils' attendance throughout the year 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.

Following the national lockdown from 4th January 2021, the priorities of the school once again 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 until the national voucher scheme was in place.
- Laptops received as part of the DfE allocation were distributed to families to assist with remote learning.
- In some cases, weekly food boxes were still delivered.
- Basic stationery was provided for some pupil premium families.
- Christmas hampers and vouchers were obtained from CAVs and Penn UK and distributed to 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 2020-21. COVID-19 Lockdown resulted in all class based and external Sports initiatives being suspended. The academy was able, however, to continue to provide a weekly sports coach for key worker and vulnerable children. As an alternative to many of the activities which had been planned at the beginning of the year a decision was made to upgrade the playground equipment and to install an eight piece multi-gym set for whole school use. Quotes were obtained and research carried out into the most competitive, reliable company and the equipment was installed at the beginning of June. The equipment has proved to be enormously popular promoting exercise and motion both within the curriculum and during break times and will be a valuable addition to the school for many years to come.

In addition, under the Service Level Agreement with CRSSP online lessons and after-school clubs were provided during term time. Family sports clubs (both online and face to face) ran through the summer holiday and sports packs were distributed to families.



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

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**b. Reserves policy**

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

The Academy has seen a consistent year on year increase in the total reserves from £125,000 in 2016-17 to £236,141 at the end of 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 2021, the charitable company's cash balances generated a return of £35.35.

**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 Board of Trustees. 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). The Finance and Premises Committee conducted a full review of the risk register to assess its suitability and effectiveness. The areas of risk included in the register were fully considered and the format of the register was reviewed in comparison to other recommended templates. The review confirmed that the risk register was still an effective document which addressed the potential risks the Academy faced.

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

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

### **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 Red Nose Day. Christmas parcels for local families affected by COVID-19 were donated by our families and distributed by Penn UK. Other charity events included a Harvest Festival collection for the Salvation Army and a stamp collection in support of The Bone Cancer Research Trust.

The academy also runs fundraising events throughout the year to raise funds for particular initiatives/programmes within the school. The academy took part in "Hares About Town" a spectacular public art event taking place across Southend raising money for Havens Hospices. This involved the school purchasing and the children decorating a hare sculpture to be included in a "hare" art trail.

In addition, a clothing bank recycling bin was installed on the Academy's site allowing parents and staff to donate unwanted items of clothing, bric-a-brac, books or bedding thereby reducing waste at landfill sites. By donating these unwanted goods, funds are raised for both the Academy and a local charity of choice.

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. Unfortunately, many of the school's regular fundraising events were cancelled due to COVID-19 and the school closure at the beginning of 2021. However, FOJH still managed to put on some fundraising events i.e. a Christmas Santa Run, Christmas Present Sale and sponsored Fun Swim raising approximately £8,000.

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 continue to embed and develop a safe system of operation ensuring welfare and safety of pupils and staff
2. To provide adequate "catch-up" interventions to bring pupils back on track
3. To further develop online learning and extend Google Classroom in the event of a further lockdown/school closure
4. To embed the new curriculum and develop the subject leader role further in order to monitor its impact
5. To further develop the long-term ICT Plan with the introduction of a combination of tablets and laptops for use throughout the school
6. To create and develop a dedicated school library
7. To gain capital funding to improve the security of the school

### **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**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**Disclosure of information to auditors**

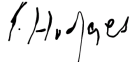
Insofar as the Trustees are aware:

- 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 for the next financial year beginning 1st September 2021.

The Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on 15 November 2021 and signed on its behalf by:



**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 2020 – 31st August 2021 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 Headteacher, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between 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**  
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**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 2 times face to face, and 4 times virtually 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 L Allen, Community Trustee	4	4
Mrs J Lunn, Community Trustee	3	5
Mrs C Savage, Staff Trustee	2	3
Mr B Woolf, Community Trustee & Vice Chair	4	5
Mr P Hodges, Community Trustee & Chair of Governors	5	5
Mrs G Hindes, Staff Trustee	3	3
Mrs S Price, Community Trustee	5	5
Mr L Brooks, Parent Trustee	0	5
Mr R Savage, Community Trustee	4	4
Mrs L Holland, Parent Trustee	5	5
Ms S Warnes, Principal and Accounting Officer	3	3
Mr I Harding, Community Governor	5	5
Mrs D Onslow, Parent Trustee	0	1

The academy has a strong Board of Trustees and attendance at meetings is typically very high, hosting meetings via zoom has had a positive impact on meeting attendance; however work commitments for some members of the Board of Trustees makes attendance at all meetings difficult. Owing to COVID-19 FGB meetings for the 2020 – 2021 academic year have been held remotely via zoom.

Changes in the composition of the Board of Trustees

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

- 3 Staff Trustees (including the Head Teacher)
- 3 Parent Trustees
- 6 Community Trustees

There has been 1 resignation from the Board of Trustees; Mrs D Onslow resigned her position of parent Trustee. Mrs L Allen joined The Board of Trustees as a community Trustee in October 2020. In 2021 Jotmans Hall adopted a new set of Articles of Association; consequently, the composition of the Board of Trustees changed. All Trustees resigned as Members; Mr R Savage resigned as a Trustee and was reappointed as a Member; Mr B Woolf and Mr P Hodges were appointed joint roles as Member and Trustees; Mr A Keeble and Mrs P Lovett were appointed as Members. At 31st August 2021 the Board of Trustees is made up of 11 Trustees and 5 Members (2 of which are also Trustees) as follows:

- 3 Staff Trustees (including the Head Teacher)
- 2 Parent Trustees
- 5 Community Trustees
- 3 Members
- 2 Members and Trustees

Review of governance

During 2020/21 the Board of Trustees 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 ongoing COVID-19 pandemic resulted in no formal Trustee targets being set. The Trustees did however achieve the following:

- 1) Owing to COVID-19 trustees were unable to complete climate walks throughout the academic year, it was agreed at the March FGB meeting that climate walks would not be appropriate in the current climate.

**JOTMANS HALL PRIMARY SCHOOL**  
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**GOVERNANCE STATEMENT (CONTINUED)**

**Governance (continued)**

- 2) Subject Monitoring was completed during the Summer term.
- 3) Owing to COVID-19 Trustees were unable to visit the School Council, Eco Council or Digital Council.
- 4) A trustee completed a review of the single central record.
- 5) The Safeguarding Trustee reviewed and discussed safeguarding

The Board of Trustees also carried out a skills audit in July 2021. All Trustees were asked to complete a questionnaire to identify any gaps in skills or knowledge which would need to be consideration for future vacancies. (The questionnaire is designed by the National Trustees' Association specifically for single academy trusts.) Individual members of the Board of Trustees completed the 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 Trustees' Association. The skills against which the Trustees were asked to rate themselves are classified as either 'essential' or 'desirable'.

Analysis of the 'essential' skills showed that of the 6 Trustees who completed the surveys rated themselves highly (4 or 5) in most areas. However, the Trustees 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 Trustees 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 Board of Trustees or committee.

Conclusions:- No area scored consistently weakly. All areas had Trustee(s) that rated themselves highly, however when the next Trustee 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 Trustees' 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	4	4
Mr B Woolf	6	6
Mr P Hodges	6	6
Mr R Savage	3	4
Mrs L Holland	5	6
Mr I Harding	5	6

**JOTMANS HALL PRIMARY SCHOOL**  
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**GOVERNANCE STATEMENT (CONTINUED)**

**Governance (continued)**

Mr L Brooks	2	6
Mrs G Hindes	4	4

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**  
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**GOVERNANCE STATEMENT (CONTINUED)**

**Review of value for money**

As accounting officer, the Headteacher 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:

- Finalising the programme to replace classroom whiteboards with interactive TVs; 5 new interactive TVs were installed over the May half-term bring the total to 11 and meaning that all classes now had the use of this new technology. An extremely competitive price was obtained by placing a larger order and a free extended three year warranty was secured on all new equipment.
- 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 Trustees, 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.
- 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 was disrupted during 2020-21 due to Covid restrictions, however this was reinstated in April 2021 and continued throughout the summer holidays. Additional letting opportunities were explored and a number of individual day lettings took place throughout the summer holiday offering activities to the local community.

**General**

Income generation from the after-school club was significantly lower than usual at the beginning of the year. The need for bubbles to isolate in December and the lockdown between January and April had a huge impact on the Woodland Club income and a potential loss of approximately £11,000 was projected for 2020-21 at this time.



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

**GOVERNANCE STATEMENT (CONTINUED)**

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

Where possible, staff were furloughed but this unfortunately did not make a significant difference to the predicted loss.

Children returned to school in April and Woodland Club numbers steadily increased throughout the Summer term. This increased income and effective use of staff had a positive impact on the Woodland Club trading account and the £11,000 predicted loss was reduced to a loss of approximately £3,500 by the end of the academic year.

**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 2020 to 31st August 2021 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 2020 to 31st August 2021 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 January 2021, 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 Board of Trustees
- 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 continued to be instructed to carry out the academy's internal controls evaluation and carried out two reviews during 2020-21. Both reviews were carried out remotely. Any areas for information or action were taken to the Board of Trustees 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**  
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**GOVERNANCE STATEMENT (CONTINUED)**

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

**Review of effectiveness**

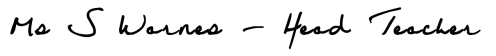
As accounting officer, the Headteacher has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

- 
- the 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 15 November 2021 and signed on their behalf by:

  
**Mr P Hodges**  
Chair of Trustees

  
**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 2020.

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 2020.

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 - Head Teacher*

**Ms S Warnes**  
Accounting Officer  
Date: 15 November 2021

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

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

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 2020 to 2021;
- 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 15 November 2021 and signed on its behalf by:

**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 2021 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 2020 to 2021 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 2021 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 2020 to 2021 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**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Academy's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

**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 other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

**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.

**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)**

**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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks applicable to the Academy Trust and the industry in which it operates. We determined that the following laws and regulations were most significant:

The Companies Act 2006, Safeguarding (including statutory guidance Keeping Children Safe in Education), employment law and public sector pay and conditions. We enquired of management to obtain an understanding of how the Academy Trust is complying with those legal and regulatory frameworks and whether they had any knowledge of actual or suspected fraud. We corroborated the results of our enquiries through our review of the board minutes for the year. We did not identify any matters relating to non compliance with laws and regulation or matters in relation to fraud;

- We obtained an understanding of how the Company is complying with those legal and regulatory frameworks by making inquiries of management and those responsible for legal and compliance procedures;
- In assessing the potential risks of material misstatement, we obtained an understanding of the Company's operations, including its objectives and strategies to understand the expected financial statement disclosures and business risks that may result in risks of material misstatement;
- In assessing the appropriateness of the collective competence and capabilities of the engagement team, the engagement partner considered the engagement team's:
  - understanding of, and practical experience with, audit engagements of a similar nature and complexity through appropriate training and participation
  - the specialist skills required and
  - knowledge of the industry in which the client operates.
- We assessed the susceptibility of the Company's financial statements to material misstatement, including how fraud might occur. Audit procedures performed by the engagement team included:
  - assessing the design effectiveness of controls management has in place to prevent and detect fraud;
  - challenging assumptions and judgements made by management in its significant accounting estimates;
  - identifying and testing journal entries, in particular manual journal entries made at year end for financial statement preparation; and
  - assessing the extent of compliance with the relevant laws and regulations as part of our procedures on the related financial statement item.

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.

**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)**

**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.

*Jonathan Gorridge*

**Jonathan Gorridge 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: 23 November 2021



**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 2020 to 2021, 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 2020 to 31 August 2021 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 and the Academies Financial Handbook, extant from 1 September 2020, 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 2020 to 2021. 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 2020 to 31 August 2021 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 Framework and Guide for External Auditors and Reporting Accountant of Academy Trusts 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 2020 to 31 August 2021 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: 23 November 2021

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

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 AUGUST 2021**

	Note	Restricted funds 2021 £	Restricted fixed asset funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>Income from:</b>						
Donations and capital grants	4	-	299,033	9,839	308,872	20,511
Other trading activities		-	-	63,662	63,662	76,763
Investments	7	-	-	35	35	183
Charitable activities		1,445,055	-	-	1,445,055	1,370,703
<b>Total income</b>		<b>1,445,055</b>	<b>299,033</b>	<b>73,536</b>	<b>1,817,624</b>	<b>1,468,160</b>
<b>Expenditure on:</b>						
Charitable activities	9	1,521,012	67,958	70,864	1,659,834	1,610,545
<b>Total expenditure</b>		<b>1,521,012</b>	<b>67,958</b>	<b>70,864</b>	<b>1,659,834</b>	<b>1,610,545</b>
<b>Net (expenditure)/income</b>		<b>(75,957)</b>	<b>231,075</b>	<b>2,672</b>	<b>157,790</b>	<b>(142,385)</b>
Transfers between funds	19	(22,101)	22,101	-	-	-
<b>Net movement in funds before other recognised gains/(losses)</b>		<b>(98,058)</b>	<b>253,176</b>	<b>2,672</b>	<b>157,790</b>	<b>(142,385)</b>
<b>Other recognised gains/(losses):</b>						
Actuarial losses on defined benefit pension schemes	25	(97,000)	-	-	(97,000)	(184,000)
<b>Net movement in funds</b>		<b>(195,058)</b>	<b>253,176</b>	<b>2,672</b>	<b>60,790</b>	<b>(326,385)</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward		(1,285,418)	3,036,082	178,944	1,929,608	2,255,993
Net movement in funds		(195,058)	253,176	2,672	60,790	(326,385)
<b>Total funds carried forward</b>		<b>(1,480,476)</b>	<b>3,289,258</b>	<b>181,616</b>	<b>1,990,398</b>	<b>1,929,608</b>

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

The notes on pages 37 to 63 form part of these financial statements.

**JOTMANS HALL PRIMARY SCHOOL****(A company limited by guarantee)****REGISTERED NUMBER: 7687947****BALANCE SHEET  
AS AT 31 AUGUST 2021**

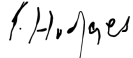
	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	15	3,164,217	3,030,441
		<u>3,164,217</u>	<u>3,030,441</u>
<b>Current assets</b>			
Stocks	16	-	672
Debtors	17	251,655	32,831
Cash at bank and in hand		275,691	267,317
		<u>527,346</u>	<u>300,820</u>
Creditors: amounts falling due within one year	18	(166,163)	(105,652)
		<u>361,183</u>	<u>195,168</u>
<b>Net current assets</b>		<u>361,183</u>	<u>195,168</u>
<b>Total assets less current liabilities</b>		<u>3,525,400</u>	<u>3,225,609</u>
<b>Net assets excluding pension liability</b>		<u>3,525,400</u>	<u>3,225,609</u>
Defined benefit pension scheme liability	25	(1,535,000)	(1,296,000)
<b>Total net assets</b>		<u><u>1,990,400</u></u>	<u><u>1,929,609</u></u>
<b>Funds of the Academy</b>			
<b>Restricted funds:</b>			
Fixed asset funds	19	3,289,259	3,036,083
Restricted income funds	19	54,524	10,582
		<u>3,343,783</u>	<u>3,046,665</u>
Restricted funds excluding pension asset	19	3,343,783	3,046,665
Pension reserve	19	(1,535,000)	(1,296,000)
		<u>1,808,783</u>	<u>1,750,665</u>
<b>Total restricted funds</b>	19	<u>1,808,783</u>	<u>1,750,665</u>
<b>Unrestricted income funds</b>	19	<u>181,617</u>	<u>178,944</u>
<b>Total funds</b>		<u><u>1,990,400</u></u>	<u><u>1,929,609</u></u>

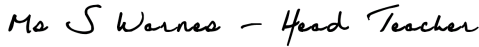
**JOTMANS HALL PRIMARY SCHOOL**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 7687947**

**BALANCE SHEET (CONTINUED)**  
**AS AT 31 AUGUST 2021**

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 33 to 63 were approved by the Trustees, and authorised for issue on 15 November 2021 and are signed on their behalf, by:

  
**Mr P Hodges**  
Chair of Trustees

  
**Ms S Warnes**  
Accounting Officer

The notes on pages 37 to 63 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 2021**

	<b>Note</b>	<b>2021</b> £	<b>2020</b> £
<b>Cash flows from operating activities</b>			
Net cash provided by operating activities	21	<b>47,341</b>	22,962
<b>Cash flows from investing activities</b>	22	<b>(38,967)</b>	(287,686)
<b>Change in cash and cash equivalents in the year</b>		<b>8,374</b>	(264,724)
Cash and cash equivalents at the beginning of the year		<b>267,317</b>	532,041
<b>Cash and cash equivalents at the end of the year</b>	23, 24	<b>275,691</b>	267,317

The notes on pages 37 to 63 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 2021**

**1. General information**

Jotmans Hall Primary School is a company limited by guarantee and incorporated in England & Wales.

Its registered office is Jotmans Hall Primary School, High Road, Benfleet, Essex, SS7 5RG.

**2. 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.

**2.1 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 2020 to 2021 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

**2.2 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.

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

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**2. Accounting policies (continued)**

**2.3 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 2021**

**2. Accounting policies (continued)**

**2.4 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.

**2.5 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.

**2.6 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.

**2.7 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 2021**

**2. Accounting policies (continued)**

**2.7 Tangible fixed assets (continued)**

Depreciation is provided on the following bases:

Freehold property	- 2% and 4% Straight line basis
Furniture and fixtures	- 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.

**2.8 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.

**2.9 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.

**2.10 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.

**2.11 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 2021**

**2. Accounting policies (continued)**

**2.12 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 17. 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 18. 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.

**2.13 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 2021**

**2. Accounting policies (continued)**

**2.14 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.

**3. 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 25, 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 2021. 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 2021**

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

	<b>Restricted fixed asset funds 2021 £</b>	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Donations	-	9,839	<b>9,839</b>	12,956
Government grants	299,033	-	<b>299,033</b>	7,555
	<u>299,033</u>	<u>9,839</u>	<u><b>308,872</b></u>	<u>20,511</u>
<i>Total 2020</i>	<u>7,555</u>	<u>12,956</u>	<u>20,511</u>	

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

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

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

	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
<b>DfE/ESFA grants</b>			
General Annual Grant (GAG)	1,182,586	<b>1,182,586</b>	1,142,451
Other DfE/ESFA grants			
Pupil Premium	63,347	<b>63,347</b>	66,336
UIFSM	51,574	<b>51,574</b>	48,726
Teachers pay and pension grants	56,287	<b>56,287</b>	56,685
Other DfE/ESFA grants	5,324	<b>5,324</b>	5,276
	<hr/>	<hr/>	<hr/>
	1,359,118	<b>1,359,118</b>	1,319,474
<b>Other Government grants</b>			
Local authority grants	57,416	<b>57,416</b>	51,229
	<hr/>	<hr/>	<hr/>
	57,416	<b>57,416</b>	51,229
<b>COVID-19 additional funding (DfE/ESFA)</b>			
Catch-up Premium	25,080	<b>25,080</b>	-
Other DfE/ESFA COVID-19 funding	1,800	<b>1,800</b>	-
	<hr/>	<hr/>	<hr/>
	26,880	<b>26,880</b>	-
<b>COVID-19 additional funding (non-DfE/ESFA)</b>			
Coronavirus Job Retention Scheme grant	1,641	<b>1,641</b>	-
	<hr/>	<hr/>	<hr/>
	1,641	<b>1,641</b>	-
	<hr/>	<hr/>	<hr/>
	1,445,055	<b>1,445,055</b>	1,370,703
	<hr/>	<hr/>	<hr/>
<i>Total 2020</i>	<hr/> <i>1,370,703</i> <hr/>	<hr/> <i>1,370,703</i> <hr/>	

Following the reclassification in the Academies Accounts Direction 2020/21 of some grants received from the Department of Education and ESFA, the academy's funding for Universal Infant Free School Meals and Pupil Premium is no longer reported under the Other DfE Group grants heading, but as separate lines under the Other DfE/ESFA grants heading. The prior year numbers have been reclassified.

The academy received £26,880 of funding for catch-up premium and costs incurred in respect of this funding totalled £21,499, with the remaining £5,381 to be spent in 2021/22.

The academy furloughed some of its 'Club' staff under the governments CJRS. The funding received of £1,641 relates to staff costs in respect of 2 staff members which are included in note 11 below as appropriate.

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**6. Income from other trading activities**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Hire of facilities	2,616	<b>2,616</b>	2,580
Catering	19,621	<b>19,621</b>	26,202
Services provided	41,425	<b>41,425</b>	47,981
	<u>63,662</u>	<u><b>63,662</b></u>	<u>76,763</u>
<i>Total 2020</i>	<u>76,763</u>	<u>76,763</u>	

**7. Investment income**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Short term deposits	35	<b>35</b>	183
<i>Total 2020</i>	<u>183</u>	<u>183</u>	

**8. Expenditure**

	<b>Staff Costs 2021 £</b>	<b>Premises 2021 £</b>	<b>Other 2021 £</b>	<b>Total 2021 £</b>	<i>Total 2020 £</i>
Educational Operations:					
Direct costs	903,425	67,958	34,444	<b>1,005,827</b>	1,016,931
Allocated support costs	451,380	84,703	117,924	<b>654,007</b>	593,614
	<u>1,354,805</u>	<u>152,661</u>	<u>152,368</u>	<u><b>1,659,834</b></u>	<u>1,610,545</u>
<i>Total 2020</i>	<u>1,317,317</u>	<u>133,569</u>	<u>159,659</u>	<u>1,610,545</u>	

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

**Summary by fund type**

	<b>Restricted funds 2021 £</b>	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Educational Operations	1,588,970	70,864	<b>1,659,834</b>	1,610,545
<i>Total 2020</i>	<u>1,541,910</u>	<u>68,635</u>	<u>1,610,545</u>	

**10. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2021 £</b>	<b>Support costs 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Educational Operations	1,005,827	654,007	<b>1,659,834</b>	1,610,545
<i>Total 2020</i>	<u>1,016,931</u>	<u>593,614</u>	<u>1,610,545</u>	

**Analysis of direct costs**

	<b>Educational Operations 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Staff costs	903,425	<b>903,425</b>	919,018
Depreciation	67,958	<b>67,958</b>	59,424
Educational supplies	25,270	<b>25,270</b>	29,687
Educational consultancy	9,174	<b>9,174</b>	8,802
	<u>1,005,827</u>	<u>1,005,827</u>	<u>1,016,931</u>



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

**Analysis of support costs**

	<b>Educational Operations 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Pension finance charge	20,000	<b>20,000</b>	<i>18,000</i>
Staff costs	451,381	<b>451,381</b>	<i>398,300</i>
Maintenance of premises and equipment	38,426	<b>38,426</b>	<i>27,197</i>
Cleaning	6,407	<b>6,407</b>	<i>8,758</i>
Rent and rates	8,410	<b>8,410</b>	<i>7,953</i>
Energy costs	14,895	<b>14,895</b>	<i>13,678</i>
Insurance	16,565	<b>16,565</b>	<i>16,675</i>
Security and transport	350	<b>350</b>	<i>811</i>
Catering	33,883	<b>33,883</b>	<i>42,779</i>
Other support costs	63,690	<b>63,690</b>	<i>59,463</i>
	<hr/> <b>654,007</b> <hr/>	<hr/> <b>654,007</b> <hr/>	<hr/> <i>593,614</i> <hr/>

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

Net (expenditure)/income for the year includes:

	<b>2021</b>	<i>2020</i>
	£	£
Operating lease rentals	<b>2,280</b>	<i>2,280</i>
Depreciation of tangible fixed assets	<b>67,958</b>	<i>59,425</i>
Fees paid to auditors for:		
- audit	<b>8,000</b>	<i>8,000</i>
	<b>8,000</b>	<i>8,000</i>

**12. Staff**

**a. Staff costs**

Staff costs during the year were as follows:

	<b>2021</b>	<i>2020</i>
	£	£
Wages and salaries	<b>948,760</b>	<i>951,123</i>
Social security costs	<b>71,337</b>	<i>75,104</i>
Pension costs	<b>334,708</b>	<i>291,090</i>
	<b>1,354,805</b>	<i>1,317,317</i>

**b. Staff numbers**

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

	<b>2021</b>	<i>2020</i>
	No.	No.
Teachers	<b>11</b>	<i>12</i>
Administration and support	<b>35</b>	<i>41</i>
Management	<b>6</b>	<i>6</i>
	<b>52</b>	<i>59</i>

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**12. Staff (continued)**

**c. Higher paid staff**

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

	<b>2021</b>	<b>2020</b>
	<b>No.</b>	<b>No.</b>
In the band £60,001 - £70,000	<b>1</b>	<b>-</b>

**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 £307,250 (2020 £357,384).

**13. 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>2021</b>	<b>2020</b>
		<b>£</b>	<b>£</b>
Mrs E Nunn, Staff Governor (resigned 17 September 2019)	Remuneration		0 - 5,000
	Pension contributions paid		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
Ms S Warnes, Principal and Accounting Officer	Remuneration	<b>60,000 - 65,000</b>	55,000 - 60,000
	Pension contributions paid	<b>10,000 - 15,000</b>	10,000 - 15,000
Mrs G Hindes	Remuneration	<b>45,000 - 50,000</b>	35,000 - 40,000
	Pension contributions paid	<b>10,000 - 15,000</b>	5,000 - 10,000

During the year, retirement benefits were accruing to 3 Trustees (2020 - 4) in respect of defined benefit pension schemes.

During the year ended 31 August 2021, no Trustee expenses have been incurred (2020 - £NIL).

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**14. 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 2021 is included in the total insurance cost.

**15. Tangible fixed assets**

	Freehold property £	Furniture and fixtures £	Computer equipment £	Total £
<b>Cost or valuation</b>				
At 1 September 2020	3,376,319	518,485	173,741	4,068,545
Additions	166,500	11,290	23,944	201,734
At 31 August 2021	<u>3,542,819</u>	<u>529,775</u>	<u>197,685</u>	<u>4,270,279</u>
<b>Depreciation</b>				
At 1 September 2020	365,048	513,038	160,018	1,038,104
Charge for the year	57,381	2,693	7,884	67,958
At 31 August 2021	<u>422,429</u>	<u>515,731</u>	<u>167,902</u>	<u>1,106,062</u>
<b>Net book value</b>				
At 31 August 2021	<u>3,120,390</u>	<u>14,044</u>	<u>29,783</u>	<u>3,164,217</u>
At 31 August 2020	<u>3,011,271</u>	<u>5,447</u>	<u>13,723</u>	<u>3,030,441</u>

**16. Stocks**

	2021 £	2020 £
Raw materials and consumables	-	672

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**17. Debtors**

	2021 £	2020 £
<b>Due within one year</b>		
Other debtors	21,340	2,067
Prepayments and accrued income	230,315	30,764
	251,655	32,831
	251,655	32,831

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

	2021 £	2020 £
Other taxation and social security	18,361	17,691
Other creditors	24,323	23,060
Accruals and deferred income	123,479	64,901
	166,163	105,652
	166,163	105,652
	2021 £	2020 £
Deferred income at 1 September 2020	33,824	35,915
Resources deferred during the year	37,798	33,824
Amounts released from previous periods	(33,824)	(35,915)
	37,798	33,824
	37,798	33,824

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 2021-2022 school year.  
 GAG rates income for the period September 2021 to March 2022.  
 Deposits held from parents for club income September 2021.  
 Deposits held from parents for residential trips September 2021.

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**19. Statement of funds**

	Balance at 1 September 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2021 £
<b>Unrestricted funds</b>						
Unrestricted funds	178,944	73,537	(70,864)	-	-	181,617
<b>Restricted general funds</b>						
General Annual Grant (GAG)	-	1,182,585	(1,027,865)	(116,101)	-	38,619
Other DfE/ESFA Grants	10,582	63,347	(63,405)	-	-	10,524
UIFSM	-	51,574	(51,574)	-	-	-
Teacher pay and pension grants	-	56,287	(56,287)	-	-	-
Other ESFA Grants	-	5,325	(5,325)	-	-	-
LA Grants	-	57,416	(57,416)	-	-	-
Covid Catch Up	-	25,080	(19,699)	-	-	5,381
Other DfE/ESFA COVID-19 funding	-	1,800	(1,800)	-	-	-
CJRS	-	1,641	(1,641)	-	-	-
Pension reserve	(1,296,000)	-	(236,000)	94,000	(97,000)	(1,535,000)
	<b>(1,285,418)</b>	<b>1,445,055</b>	<b>(1,521,012)</b>	<b>(22,101)</b>	<b>(97,000)</b>	<b>(1,480,476)</b>
<b>Restricted fixed asset funds</b>						
Inherited fixed assets	2,123,000	-	(36,000)	-	-	2,087,000
Capital expenditure	8,325	-	-	22,101	-	30,426
DfE/ESFA capital grants	901,145	299,033	(29,893)	-	-	1,170,285
Donated assets	3,613	-	(2,065)	-	-	1,548
	<b>3,036,083</b>	<b>299,033</b>	<b>(67,958)</b>	<b>22,101</b>	<b>-</b>	<b>3,289,259</b>
<b>Total Restricted funds</b>	<b>1,750,665</b>	<b>1,744,088</b>	<b>(1,588,970)</b>	<b>-</b>	<b>(97,000)</b>	<b>1,808,783</b>

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

<b>Total funds</b>	<b>1,929,609</b>	<b>1,817,625</b>	<b>(1,659,834)</b>	<b>-</b>	<b>(97,000)</b>	<b>1,990,400</b>
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	<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.

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:

£22,101 has been transferred from the restricted fund to the restricted general fund to cover a deficit on this fund.

£94,000 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 2021.

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

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

	<i>Balance at 1 September 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 August 2020 £</i>
<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	10,824	66,336	(66,578)	-	-	10,582
UIFSM	-	48,726	(48,726)	-	-	-
Teacher pay and pension grants	-	5,276	(5,276)	-	-	-
Other ESFA Grants	-	107,914	(107,914)	-	-	-
Pension reserve	(1,011,000)	-	(186,000)	85,000	(184,000)	(1,296,000)
	(1,000,176)	1,370,703	(1,482,486)	10,541	(184,000)	(1,285,418)
<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	913,041	7,555	(19,451)	-	-	901,145
Donated assets	5,678	-	(2,065)	-	-	3,613
	3,087,952	7,555	(59,424)	-	-	3,036,083
<b>Total Restricted funds</b>	2,087,776	1,378,258	(1,541,910)	10,541	(184,000)	1,750,665
<b>Total funds</b>	2,255,994	1,468,160	(1,610,545)	-	(184,000)	1,929,609



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

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

	<b>Restricted funds 2021 £</b>	<b>Restricted fixed asset funds 2021 £</b>	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Tangible fixed assets	-	3,164,217	-	<b>3,164,217</b>
Current assets	54,524	196,542	276,280	<b>527,346</b>
Creditors due within one year	-	(71,500)	(94,663)	<b>(166,163)</b>
Provisions for liabilities and charges	(1,535,000)	-	-	<b>(1,535,000)</b>
<b>Total</b>	<b>(1,480,476)</b>	<b>3,289,259</b>	<b>181,617</b>	<b>1,990,400</b>

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

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

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

	2021 £	2020 £
Net income/(expenditure) for the year (as per Statement of financial activities)	<b>157,790</b>	<b>(142,385)</b>
<b>Adjustments for:</b>		
Depreciation	<b>67,958</b>	59,425
Capital grants from DfE and other capital income	<b>(104,673)</b>	(240,814)
Interest receivable	<b>(35)</b>	(183)
Defined benefit pension scheme adjustments	<b>142,000</b>	101,000
Decrease in stocks	<b>675</b>	-
(Increase)/decrease in debtors	<b>(218,824)</b>	234,961
Increase in creditors	<b>2,450</b>	10,958
<b>Net cash provided by operating activities</b>	<b>47,341</b>	<b>22,962</b>

**22. Cash flows from investing activities**

	2021 £	2020 £
Dividends, interest and rents from investments	<b>35</b>	183
Purchase of tangible fixed assets	<b>(143,675)</b>	(528,683)
Capital grants from DfE Group	<b>104,673</b>	240,814
<b>Net cash used in investing activities</b>	<b>(38,967)</b>	<b>(287,686)</b>

**23. Analysis of cash and cash equivalents**

	2021 £	2020 £
Cash in hand and at bank	<b>275,691</b>	267,317
<b>Total cash and cash equivalents</b>	<b>275,691</b>	267,317

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**24. Analysis of changes in net debt**

	At 1 September 2020 £	Cash flows £	At 31 August 2021 £
Cash at bank and in hand	267,317	8,374	275,691
	<u>267,317</u>	<u>8,374</u>	<u>275,691</u>

**25. 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 2019.

Contributions amounting to £24,323 were payable to the schemes at 31 August 2021 (2020 - £23,060) 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.

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**25. 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 £119,320 (2020 - £121,846).

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 2021 was £118,000 (2020 - £108,000), of which employer's contributions totalled £94,000 (2020 - £85,000) and employees' contributions totalled £ 24,000 (2020 - £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.

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**25. Pension commitments (continued)**

**Principal actuarial assumptions**

	<b>2021</b>	<i>2020</i>
	%	%
Rate of increase in salaries	<b>3.9</b>	3.25
Rate of increase for pensions in payment/inflation	<b>2.9</b>	2.25
Discount rate for scheme liabilities	<b>1.65</b>	1.6
Inflation assumption (CPI)	<b>2.9</b>	2.25
RPI increases	<b>3.2</b>	3.05

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

	<b>2021</b>	<i>2020</i>
	Years	Years
<i>Retiring today</i>		
Males	<b>21.6</b>	21.8
Females	<b>23.6</b>	23.8
<i>Retiring in 20 years</i>		
Males	<b>22.9</b>	23.2
Females	<b>25.1</b>	25.2

**Sensitivity analysis**

	<b>2021</b>	<i>2020</i>
	£000	£000
Discount rate +0.1%	<b>70</b>	56
Discount rate -0.1%	<b>72</b>	57
Mortality assumption - 1 year increase	<b>114</b>	84
Mortality assumption - 1 year decrease	<b>109</b>	51
CPI rate +0.1%	<b>5</b>	4
CPI rate -0.1%	<b>5</b>	4

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**25. Pension commitments (continued)**

**Share of scheme assets**

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

	2021 £	2020 £
Equities	811,000	581,000
Gilts	32,000	40,000
Other bond	59,000	53,000
Property	88,000	73,000
Cash and other liquid assets	35,000	26,000
Alternative assets	242,000	166,000
<b>Total market value of assets</b>	<b>1,267,000</b>	<b>939,000</b>

The actual return on scheme assets was £228,000 (2020 - £25,000).

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

	2021 £	2020 £
Service cost	(215,000)	(167,000)
Interest cost	(20,000)	(18,000)
Administrative expenses	(1,000)	(1,000)
<b>Total amount recognised in the Statement of financial activities</b>	<b>(236,000)</b>	<b>(186,000)</b>

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

	2021 £	2020 £
<b>At 1 September</b>	<b>2,235,000</b>	<b>1,876,000</b>
Current service cost	215,000	167,000
Interest cost	36,000	35,000
Employee contributions	24,000	23,000
Actuarial losses	309,000	169,000
Benefits paid	(17,000)	(35,000)
<b>At 31 August</b>	<b>2,802,000</b>	<b>2,235,000</b>

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**25. Pension commitments (continued)**

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

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>
<b>At 1 September</b>	<b>939,000</b>	<i>865,000</i>
Interest income	<b>16,000</b>	<i>17,000</i>
Actuarial gains/(losses)	<b>212,000</b>	<i>(15,000)</i>
Employer contributions	<b>94,000</b>	<i>85,000</i>
Employee contributions	<b>24,000</b>	<i>23,000</i>
Benefits paid	<b>(17,000)</b>	<i>(35,000)</i>
Administrative costs	<b>(1,000)</b>	<i>(1,000)</i>
<b>At 31 August</b>	<b>1,267,000</b>	<i>939,000</i>

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**25. 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 2021.

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 13 May 2021, the Government issued a ministerial statement on the proposed remedy to be applied to LGPS benefits in response to the McCloud and Sargeant cases. 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.



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**26. Operating lease commitments**

At 31 August 2021 the Academy had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	2,280	2,280
Later than 1 year and not later than 5 years	-	2,280
	2,280	4,560
	2,280	4,560

**27. 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.

**28. 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.

Mrs L Hodges, wife of Mr P Hodges, was employed during this and the preceding year £11,930 (2020 - £13,851). There were no amounts outstanding at 31 August 2021 (2020 - nil).

Mrs N Harding, wife of Mr I Harding, was employed during this and the preceding year £12,726 (2020 - £14,664). There were no amounts outstanding at 31 August 2021 (2020 - nil).

No other related party transactions took place, other than certain trustees' remuneration and expenses already disclosed in note 13. 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 2020.

**29. Controlling party**

There is no ultimate controlling party.

