

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

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TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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REFERENCE AND ADMINISTRATIVE DETAILS

Members

S Lowe
P Thompson (Chair)
A Perks
P Druckman (appointed 1 November 2018)
S Marfe (appointed 1 November 2018)

Trustees

S Lowe, Headteacher
P Thompson, Chair 11 July 2018
S Marfe, Vice Chair
J Hind, Vice Chair
D Doe
A Perks
P McDonald
M Farnon
S Miller
I Laher
C Grieve
N Beckett, on sabbatical
K Kuppuswamy
H Hillman, Vice Chair
P Druckman
P Morton
A Pond (appointed 4 February 2019)
A Whitehead (appointed 26 February 2019)
C Day (appointed 21 March 2019)
E Parker (appointed 29 March 2019)

**Company registered
number**

07700838

Company name

Tolworth Girls' School and Sixth Form

**Principal and registered
office**

Fullers Way North
Surbiton
Surrey
KT6 7LQ

Company secretary

A Williams

**Senior management
team**

S Lowe, Headteacher
M Mirshemirani, Senior Assistant Head
A Head, Senior Assistant Head
L Kelly, Senior Assistant Head
C Ramsden, Deputy Head
O Rhead, Director of Sixth Form
A Hetherington, Resources Director
M Perry, Assitant Head T&L, Director of English & Media/Drama

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REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Independent auditors Landau Baker Limited
Chartered Accountants
Mountcliff House
154 Brent Street
London
NW4 2DR

Bankers Lloyds Bank
P O Box 1000
Andover
Hampshire
BX1 1LT

Solicitors Winckworth Sherwood
Minerva House
5 Montagu Close
London
SE1 9BB

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2019

The Trustees present their annual report together with the financial statements and auditors' report of the charitable company for the year 1 September 2018 to 31 August 2019. The annual report serves the purposes of both a Trustees' report and a directors' report under company law.

The trust operates an academy for pupils aged **11 to 18** serving a catchment area in **the Royal Borough of Kingston upon Thames**. It has a pupil capacity of **1440** to accommodate the planned expansion within the LA. It has a current roll of **1367** which is growing year on year.

Structure, governance and management

a. Constitution

The academy is a charitable company limited by guarantee and an exempt charity.

The charitable company's memorandum and articles of associations are the primary governing documents of the academy.

The Trustees of Tolworth Girls' School and Sixth Form Academy Trust Limited are also the directors of the charitable company for the purposes of company law.

The charitable company is known as Tolworth Girls' School and Sixth Form Academy.

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

Subject to the provisions of the Companies Act, every governor or other officer of the academy shall be indemnified out of the assets of the academy against any liability incurred by them in that capacity in defending any proceedings, whether civil or criminal, in which judgment is given in favour or in which they are acquitted or in connection with any application in which relief is granted to them by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the academy.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Structure, governance and management (continued)

d. Method of recruitment and appointment or election of Trustees

The management of the academy is the responsibility of the Trustees who are elected and co-opted under the terms of the articles of association and funding agreement:

- The Headteacher – ex officio
- Up to 6 parent Trustees, elected or appointed - under Articles 53-58
- Up to 7 community Trustees, appointed under Article 50
- Up to 3 staff Trustees appointed under Article 50A, provided that the maximum number of staff Trustees does not exceed one third of the total number of Trustees
- Up to 6 Co-opted Trustees, appointed under Article 59
- Any Trustees appointed by the Secretary of State for Education

The term of office for any governor is 4 years. The Headteacher's term of office runs parallel with his/her term of appointment. Subject to remaining eligible to be a particular type of governor, any governor may be reappointed or re-elected.

e. Policies adopted for the induction and training of Trustees

A rigorous induction process is followed for potential trustees prior to their appointment/election. Prior to appointment, potential trustees are invited to meet with the Chair of Trustees and the Clerk to outline the governance role and a tour of the Academy is provided. A follow up meeting is then arranged with the Headteacher and this also includes another Governor (usually the Vice Chair) to go through the outline of the Academy, explain the vision and school development plan for the Academy.

The training and induction provided for new trustees will depend on their individual experience and expertise. All new trustees are booked onto Getting to Grips with Governance course. Where necessary a further induction will provide training on charity and educational, legal and financial matters. All new governors are given a tour of the academy and the chance to meet with staff and students. All governors are provided with a school governor email address and are directed to Share Point secure portal to access copies of policies, procedures, minutes, budgets, plans and other documents that they will need to understand their role as trustees and directors of the academy.

f. Organisational structure

The academy has established a management structure to enable its efficient running. The structure consists of two levels: the governors and the executive who are the senior leadership team.

The governing body has considered its role thoughtfully and decided that the role of the governors is to approve the strategic direction and objectives of the academy and monitor its progress towards these objectives.

The governing body has approved a RACI document which sets out a statement on the system of internal control, responsibilities, standing orders, a scheme of delegation and terms of reference. The Head Teacher is directly responsible for the day to day running of the academy and is assisted by a senior leadership team.

Governors are responsible for setting general policy, adopting an annual plan and budget, monitoring the academy by use of budgets and making major decisions about the direction of the academy, including capital expenditure and senior staff appointments.

The Head Teacher assumes the accounting officer role / the Chief Executive assumes the accounting officer role.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Structure, governance and management (continued)

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

Pay and remuneration of key management personnel is determined in accordance with the Academy's Pay Policy. This allows for various factors to be taken into consideration on an employee's appointment, such as the school group size, ISR, the pay scales for each role e.g. Headteacher, Deputy Head, Senior Assistant Headteacher, and the level of experience of the staff member. The level of pay set on an employee's appointment will also take into account any nationally agreed pay awards and the ability to recruit key management personnel and retain them in post. Amendments to key management personnel's pay and remuneration which typically occur on the basis of an annual review, are determined by the Trustees' Pay Committee having regard (except in the case of the Headteacher) to recommendations made by the Headteacher. Such annual pay reviews take place for teachers, subject to affordability, on the basis of awarding any increase required to reflect any increase in national minimum and maximum pay ranges plus awarding a discretionary pay scale progression (except for those who have reached the top of their scale) having regard in particular to the employee's performance against their annual appraisal objectives. In the case of support staff, the annual pay review is on the basis of automatic progression up the applicable pay scale (unless the employee is subject to capability procedure) or, where there is no scale or an employee is at the top of their scale, by applying a cost of living increase only.

h. Trade union facility time

Relevant union officials

Number of employees who were relevant union officials during the year	2
Full-time equivalent employee number	-

Percentage of time spent on facility time

Percentage of time	Number of employees
0%	2
1%-50%	-
51%-99%	-
100%	-

Percentage of pay bill spent on facility time

	£000
Total cost of facility time	-
Total pay bill	6,060
Percentage of total pay bill spent on facility time	- %

Paid trade union activities

Time spent on paid trade union activities as a percentage of total paid facility time hours	- %
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i. Related parties and other connected charities and organisations

The academy is the founding member of the Tolworth Girls' School and Sixth Form Academy Trust which is a separate Trust where Tolworth Girls' School and Sixth Form Academy is the only member. The Trust undertakes educational support activities.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Objectives and activities

a. Objects and aims

The principal object and activity of the academy is the operation of Tolworth Girls' School and Sixth Form Academy to provide a broad and balanced education for pupils of all abilities in the wider community. The governors have referred to the guidance issued by the Charity Commission in respect of public benefit when reviewing the aims and objectives of the academy.

The principal guiding aim is to ensure that each student has an equal opportunity to experience a whole curriculum that is balanced, relevant and broadly based and which will promote the intellectual, cultural, moral, spiritual, aesthetic and physical development of the individual to the benefit of themselves, the academy and the wider community.

b. Objectives, strategies and activities

The academy has undertaken self-evaluation activities and external quality assurance to correctly identify objectives for the next year. These objectives are:

- To construct a curriculum that gives all learners the knowledge, cultural capital and skills for future learning and employment that is coherent and ambitious.
- To ensure all teachers have good subject knowledge, present their subject matter clearly and promote appropriate discussion, so that teaching is designed to help learners remember the content and integrate new knowledge into larger concepts.
- Teachers and leaders use assessment well, for example to help learners embed and use knowledge fluently or to check understanding and inform teaching. Leaders understand the limitations of assessment and do not use it in a way that creates unnecessary burdens for staff or learners.
- Students achieve well and examination results that not only meet Government expectations, but allow students to go onto destinations that meet their interests and aspirations
- To ensure that learners are committed to their learning, have extremely positive attitudes to their learning, are resilient and take pride in their achievements
- To ensure that the curriculum encourages students to develop character, resilience, confidence and independence and allows them to keep physically and mentally healthy.
- Develop opportunities to better understand fundamental British values of democracy, the rule of law, individual liberty, tolerance and respect.
- To provide a clear and ambitious vision for a high-quality inclusive education, skills development opportunities and training for all at TGS; thus developing the practice and skills of all staff over time.
- To articulate and cultivate a clear, ambitious vision that provides high quality, inclusive education. The opportunity to hone skills and practice through training will support staff develop over time.
- To provide a safeguarding culture that protects those at risk of exploitation, neglect or abuse and one that regularly trains and updates all involved with student care
- We believe that every student should have the opportunity to achieve their academic potential and realise their dream
- We value every student as an individual with their own spiritual, cultural and individual strengths that enrich our school community.
- We celebrate the achievements of all, encouraging our students to flourish and to value each other.

Aims

- To provide a secure, nurturing and inspirational learning environment
- To develop confident and happy young people who make a positive contribution to our society
- To encourage respect for others, resilience and a love of learning in all students.
- To engender in our students, the skills needed so that they can shape their own future.

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TRUSTEES' REPORT (CONTINUED) FOR
THE YEAR ENDED 31 AUGUST 2019

Objectives and activities (continued)

c. Public benefit

In setting the objectives, the governors have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education.

As an academy we make the best use of our skills, expertise and experience with regards to the community. Some examples of this are:

- Raising money for local, national and international charities.
- Providing community use of the academy such as Tamil School, Kingston Music & Arts (KMAS), Hindi School, Scouts, community charity events
- Mental Health Cluster lead with responsibility for over 8000 students within RBK
- Outreach support for our local primary schools
- Lectures and support for Initial Teacher programmes, working with a number of providers including:
 - ◆ Kingston University
 - ◆ Roehampton
 - ◆ Institute of Education
 - ◆ Greenwich University
 - ◆ Surrey University
 - ◆ Lampton Teaching School
 - ◆ School visits for potential teachers

The trustees have complied with their duty to have due regard to the guidance on public benefit issued by the Charity Commission in exercising their powers and duties.

Strategic report

Achievements and performance

Tolworth Girls' School and Sixth Form has high aspirations for its students and a drive for continuous improvement. The academy's analysis of examination performance is thorough, and much use is made of performance and benchmarking data from a range of sources.

Tolworth Girls' School and Sixth Form is celebrating yet another year of outstanding results at GCSE and A Level, allowing all of our students to successfully progress onto further education, training and employment.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Strategic report (continued)

Achievements and performance (continued)

a. Key performance indicators

The results in KS3 Teacher Assessments and GCSE exams at KS4 were as follows:

	2019		
	Target	Actual	Diff
Expected Progress KS2-4 English Lit/lang	86/86	94/80	+8/-6
Expected Progress KS2-4 Maths	77%	72%	-5
5+ 9-4 inc Eng & Maths	77%	72%	-5%
Cohort progress 8 measure	Above 0	+0.57	In the top 10% of all schools

A Level Results

Year 13 Summer Whole Cohort Final Data Summary 2018/19

Overall totals	Target	Predicted	Actual	Diff
A* - A	8.26%	19.83%	20.80%	12.54%
A* - B	35.12%	43.39%	52.90%	17.78%
A* - C	67.77%	75.21%	79.20%	11.43%
Pass	100%	97.11%	99.60%	-0.40%

School Absence Data	2018/19
Authorised	96%
Unauthorised	4%
Total	100%

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 2019

Strategic report (continued)

(continued)

a. Financial review

During the period, ESFA/LA grants received totalled to £6,629k. Other income included within restricted funds totalled to £163k. The academy also generated £330k of income from other trading activities. Restricted fund expenditure totalled to £7,384k.

Total unrestricted income was £38k. The main source of unrestricted income is donations. Fundraising activities during the period included a number of events hosted by the Parent Friends Association, such as Festive Foyer, Year 7 Disco, Extravaganza and mufti days.

Most of the Academy's income is obtained from the Education and Skills Funding Agency (ESFA) in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the ESFA for the year ended 31 August 2019 and the associated expenditure are shown as restricted funds in the Statement of financial activities.

The Academy also received grants for fixed assets from the ESFA. In accordance with the Charities Statement of Recommended Practice, "Accounting for Reporting by Charities" (SORP 2015), such grants are shown in the Statement of financial activities as restricted income in the fixed asset fund. The restricted fixed asset fund balance is reduced by annual depreciation charges over the expected useful life of the assets concerned.

Under the Charities SORP, it is necessary to charge projected deficits on the Local Government Pension Scheme, which is provided to support staff, to a restricted fund. This results in reducing reserves shown in the total funds of the academy. It should be noted that this does not present the academy with any current liquidity problem. The employer contributions are currently being assessed and it is expected that they will increase to bring a further reduction in this pension deficit in future, although this may not be achieved until stock market investment values start to recover.

Overall, the Academy has a healthy balance sheet and cash flow and will be using the reserves to maintain the current assets and also to invest back into the school in the form of additional resources and facilities both in the long term and short term in conjunction with the school development plan and school aims.

The Academy has a dedicated Finance team:

- Finance Manager (FTE)
- Senior Finance Officer (0.8FTE)
- Assistant Finance Officer (FTE)
- They are supported by the HR manager who works with the team on all payroll activity.

The governors through the Finance, Assets & Audit committee and the Headteacher receive regular financial progress reports throughout the year and compare against budgets submitted to the government funding agency. The Finance, Assets & Audit committee, as far as they are able, review financial models (up to 5 years) and plan and organize resources in the most effective way to fulfil the aims of the Academy.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Strategic report (continued)

(continued)

b. Reserves policy

The definition of reserves in the SORP is 'that part of a charity's income funds that is freely available for its general purposes'. This definition of reserves therefore normally excludes:

- permanent endowment funds
- expendable endowment funds
- restricted income funds
- any part of unrestricted funds not readily available for spending, specifically income funds which could only be realised by disposing of fixed assets held for charitable use

'Reserves' are therefore the resources the Academy has or can make available to spend for any or all of the Academy's purposes once it has met its commitments and covered its other planned expenditure. More specifically 'reserves' are income which becomes available to the Academy and is to be spent at the trustees' discretion in furtherance of any of the Academy's objects (sometimes referred to as 'general purpose' income) but which is not yet spent, committed or designated (i.e. is 'free').

The level of reserves held takes into account the nature of income and expenditure streams, the need to match them with commitments, including future capital projects, and the nature of reserves. The governors will keep this level of reserves under review at each F, A & A meeting and aim to build and maintain the reserves level by entering into cost effective agreements as noted in Objectives and Activities above, whilst in keeping with the principal object of the Academy.

Total reserves at the end of the period amounted to £27,541k. This balance includes unrestricted funds (free reserves) of £931k, which is considered appropriate for the Academy Trust, and restricted funds of £26,610k, which includes restricted fixed asset funds of £29,424k and a pension deficit of £2,814k.

Users should also note that a surplus or deficit position of the pension scheme would generally result in a cash flow effect for the Academy Trust in the form of an increase or decrease in employers' pension contributions over a period of years. The Academy Trust thus takes this fact into account when reviewing current business plans and budgets, ascertaining how the pension costs might affect budgets in the future. On the basis that increased pension contributions should generally be met from the Academy Trust's budgeted annual income, whilst the deficit might not be eliminated, there should be no actual cash flow deficit on the fund or direct impact on the unrestricted reserves of the Academy Trust due to the recognition of the deficit.

c. Investment policy

It should be noted that the Academy has substantial power with regards to investments due to cash balances held. Investment policies are determined by the Governing Body. This ensures the level of funds the Academy holds can cover any immediate expenditure, without exposing the Academy to additional risk. Should any potential investment opportunity arise this would be escalated to the Board for consideration. The most typical investments that are held by academies are the Special Interest Deposit accounts which are immediately available to draw against. At 31 August 2019, no investments were held.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Strategic report (continued)

(continued)

d. Principal risks and uncertainties

The Companies Act 2006 s417(3b) requires disclosure of the principal risks and uncertainties facing a company. The Academy is exposed to a number of financial risks including credit, cash flow and liquidity risks. Given the Academy's exposure to financial instruments being limited, the exposure principally relates to bank balances, cash and trade creditors, with limited trade (and other) debtors. The academy's system of internal controls ensures risk is minimal in these areas.

A risk register has been established and is updated regularly. Where appropriate, systems or procedures have been established to mitigate the risks the Academy faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

The governors have assessed the major risks to which the Academy is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the Academy, and its finances. The governors have implemented a number of systems to assess risks that the school faces, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finance. They have introduced systems, including operational procedures (e.g. vetting of new staff and visitors, supervision of school grounds) and internal financial controls (see below) in order to minimise risk. Where significant financial risk still remains they have ensured they have adequate insurance cover.

The academy has an effective system of internal financial controls and this is explained in more detail in the Governance Statement.

It should also be noted that procedures are in place to ensure compliance with the health and safety regulations, pertaining to both staff and pupils.

Please refer to the Reserves Policy above for a description of the defined benefit pension scheme, in which there was a deficit at 31 August 2019. 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.

Fundraising

The academy is currently a member school of the Jack Petchey Foundation, a charitable organisation that rewards the achievements of young people between the ages of 11-25. This foundation currently awards the academy 9 bursaries of £250 each academic year and contributes a further £500 per annum towards the cost of student planners. The academy also subscribes to the Grants4Schools information service to try to maximise its funding potential by receiving up to date grant funding information, alerts and newsletters.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Plans for future periods

This year has seen the development of the SRP unit (Specialist Resource Provision) that will cater for students with Autism and emotional needs. We currently have 4 students in the provision and will expand to 10 in the coming years.

The Academy is growing and all indicators from the Local area show the continuing growth of housing and numbers in the location. As a result of this, the school may well have to expand to meet the need of the local community. We are currently under resourced in terms of space so may well be seeking some grant funding from the ESFA and LA.

The Academy has an ongoing programme of repairs and maintenance and has prioritised improvement plan, for which we will be applying for capital grants from the Department of Education and ESFA. Over the coming year the priority will be given to replacement of the roof on the hall, gym and science block and electrical rewiring as recommended in our recent inspections.

We have also prioritised the continuing maintenance of our old building and updating our IT infrastructure. We are currently developing a five-year plan focusing on any further capital and IT structures that will be needed to support the Academy.

Funds held as custodian on behalf of others

The Academy Trust and/or its trustees did not act as custodian trustee during the current or previous period.

Auditor

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.

The Trustees' Report, incorporating a strategic report, was approved by order of the board of Trustees, as the company directors, on 18 December 2019 and signed on its behalf by:



P Thompson
Chair of Trustees

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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GOVERNANCE STATEMENT

Scope of responsibility

As Trustees, we acknowledge we have overall responsibility for ensuring that Tolworth Girls' School and Sixth Form has an effective and appropriate system of control, financial and otherwise. However, such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The board of Trustees has delegated the day-to-day responsibility to the 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 Tolworth Girls' School and Sixth Form and the Secretary of State for Education. She is also responsible for reporting to the board of Trustees any material weaknesses or breakdowns in internal control.

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 5 times during the year.

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

Trustee	Meetings attended	Out of a possible
P Thompson (Chairman)	5	5
A Perks	5	5
P Druckman	5	5
S Marfe	4	5
J Hind	4	5
D Doe	4	5
P McDonald	3	5
M Farnon	4	5
A Pond (appointed 04.04.19)	2	3
S Miller	4	5
S Lowe (Headteacher and accounting officer)	5	5
I Laher	5	5
C Grieve	3	5
N Beckett	1	5
K Kuppuswamy	3	5
H Hillman, Vice Chair	3	5
P Morton	2	5
C Day (appointed 21.03.19)	2	2
A Whitehead (appointed 26.02.19)	2	3
E Parker (appointed 29.03.19)	2	2

Trustees typically also serve on a number of other sub committees, as set out on the school website.

During the year, the Board continued to bring in fresh talent with a targeted recruitment campaign which has resulted in the appointment of one further community governor as well as the election of one new parent governor and two new staff governors.

Having established that interest from neighbouring schools in the establishment of a new MAT was currently quite low and having further reviewed changing policy in relation to the establishment of new MATs, the board put its proposed MAT initiative on hold. It has continued nevertheless to encourage further collaboration with other schools which has resulted in a number of valuable initiatives.

The proposal to establish a Specialist Resource Provision (SRP) Unit in the old sixth form block was further advanced and, following settlement of a detailed agreement for its establishment and governance with the local educational authority, the unit (now known as the Athena Unit) opened in September.

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GOVERNANCE STATEMENT (CONTINUED)

Governance (continued)

Following the resignation of the deputy head to take up a headship elsewhere in January, members of the board joined with the Headteacher and the School Improvement Partner in undertaking a rigorous recruitment process including interviewing a number of external candidates for the role. This culminated in the appointment of an internal candidate as the new deputy head who took up her new post in January.

The board also took the opportunity to review its committee structure in the light of the new Ofsted framework published during the course of the year and, in consequence has re-named and reconfigured two of its committees. What was the Outcomes Teaching and Learning Committee has been replaced by a new Quality of Education Committee and what was the Student Welfare Committee has been replaced by a new Behaviour, Attitudes and Personal Development Committee.

The Board has also migrated all its documentation on to a secure online portal which is also now used for all email communications.

The Finance, Assets & Audit Committee is a sub-committee of the main board of Trustees. Its purpose is to make sure that the Academy is following the ESFA's financial regulations by:

- monitoring expenditure and the effective use of the Academy's physical assets;
- strategic planning of finances and use of the Academy's facilities;
- reviewing any issues arising from the Responsible Officer reports and the annual year end audit;
- monitor the integrity of the financial statements;
- review internal financial controls and review the Academy's internal control and risk management systems;
- make recommendations to the Governing Body in relation to the appointment, re-appointment and removal of the external auditor and approve the remuneration and terms of engagement of the auditor; and
- review the auditor's independence and objectivity.

No significant issues to note were dealt with during the period 2018-2019.

Attendance during the year at meetings was as follows:

Trustee	Meetings attended	Out of a possible
S Lowe, Headteacher	4	4
A Perks	4	4
C Grieve	3	4
P Druckman	3	4
K Kuppuswamy	3	4
A Whitehead	0	2

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 academy's use of its resources has provided good value for money during each academic year, and reports to the board of Trustees where value for money can be improved, including the use of benchmarking data where appropriate. The accounting officer for the academy has delivered improved value for money during the year.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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GOVERNANCE STATEMENT (CONTINUED)

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 to manage them efficiently, effectively and economically. The system of internal control has been in place in Tolworth Girls' School and Sixth Form for the year 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements.

- Auditing & evaluating the curriculum offer to ensure value and impact.
- Introduction of new finance systems to ensure all systems are rigorous
- Evaluation of all contracts to ensure value for money

Capacity to handle risk

The board of Trustees has reviewed the key risks to which the academy is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of Trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy's significant risks that has been in place for the year 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of Trustees.

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 and General Purposes 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 considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However, the Trustees have appointed CEFM, who acts as the Responsible Officer (RO), to carry out a programme of internal checks.

The reviewer's role includes giving advice on financial matters and performing a range of checks on the academy's financial systems. In particular the checks carried out in the current period included:

- testing of payroll systems
- testing of purchase systems
- testing of control account/ bank reconciliation's

On a termly basis, the reviewer reports to the board of Trustees through the finance, assets & audit committee on the operation of the systems of control and on the discharge of the Trustees' financial responsibilities.

The Board can confirm that the Responsible Officer has delivered their schedule of work as planned, and has provided details of any material control issues arising as a result of their work which has been addressed.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

GOVERNANCE STATEMENT (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:

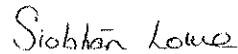
- the work of the responsible officer;
- the work of the external auditors;
- the financial management and governance self-assessment process;
- the work of the executive managers within the academy who have responsibility for the development and maintenance of the internal control framework.

The accounting officer has been advised of the implications of the result of their review of the system of internal control by the finance, assets & audit 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 18 December 2019 and signed on their behalf by:



Mr P Thompson
Chair of Trustees



Siobhan Lowe
Accounting Officer

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As accounting officer of Tolworth Girls' School and Sixth Form 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 2018.

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 2018.

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

Siobhan Lowe

Siobhan Lowe
Accounting Officer Date:
18 December 2019

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 AUGUST 2019

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

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of 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 2015 and the Academies Accounts Direction 2018 to 2019;
- 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 18 December 2019 and signed on its behalf by:



P Thompson
Chair of Trustees

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
TOLWORTH GIRLS' SCHOOL AND SIXTH FORM**

Opinion

We have audited the financial statements of Tolworth Girls' School and Sixth Form (the 'academy') for the year ended 31 August 2019 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 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
TOLWORTH GIRLS' SCHOOL AND SIXTH FORM (CONTINUED)**

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Other information includes the Reference and Administrative Details, the Trustees' Report including the Strategic Report, and the Governance Statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

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

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
TOLWORTH GIRLS' SCHOOL AND SIXTH FORM (CONTINUED)**

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the academy for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

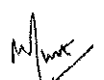
Auditors' responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

Use of our report

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

 for Landau Baker Limited

Michael Durst (Senior Statutory Auditor)

for and on behalf of

Landau Baker Limited

Chartered Accountants
Statutory Auditors

Mountcliff House
154 Brent Street
London
NW4 2DR

18 December 2019

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO
TOLWORTH GIRLS' SCHOOL AND SIXTH FORM AND THE EDUCATION & SKILLS FUNDING AGENCY**

In accordance with the terms of our engagement letter dated 24 May 2016 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Tolworth Girls' School and Sixth Form during the year 1 September 2018 to 31 August 2019 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Tolworth Girls' School and Sixth Form and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Tolworth Girls' School and Sixth Form 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 Tolworth Girls' School and Sixth Form and ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Tolworth Girls' School and Sixth Form's accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Tolworth Girls' School and Sixth Form's funding agreement with the Secretary of State for Education dated 24 May 2016 and the Academies Financial Handbook, extant from 1 September 2018, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

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

Approach

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

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

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

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

**TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)**

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO
TOLWORTH GIRLS' SCHOOL AND SIXTH FORM 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 2018 to 31 August 2019 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Landau Baker Limited.

Reporting Accountant

Landau Baker Limited

Mountcliff House
154 Brent Street
London
NW4 2DR

Date: 18 December 2019

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 AUGUST 2019**

	Unrestricted funds 2019 £000	Restricted funds 2019 £000	Restricted fixed asset funds 2019 £000	Total funds 2019 £000	Total funds 2018 £000
Note					
Income from:					
Donations and capital grants	4	31	-	699	730
Charitable activities		-	6,792	-	6,792
Other trading activities		-	330	-	330
Investments	7	7	-	-	7
Total income		38	7,122	699	7,859
Expenditure on:					
Raising funds		-	186	-	186
Charitable activities		31	7,198	1,125	8,354
Total expenditure		31	7,384	1,125	8,540
Net income/(expenditure)		7	(262)	(426)	(681)
Transfers between funds	19	(361)	35	326	-
Net movement in funds before other recognised gains/(losses)		(354)	(227)	(100)	(681)
Other recognised gains/(losses):					
Actuarial losses on defined benefit pension schemes	25	-	(888)	-	(888)
Net movement in funds		(354)	(1,115)	(100)	(1,569)
Reconciliation of funds:					
Total funds brought forward		1,285	(1,699)	29,524	29,110
Net movement in funds		(354)	(1,115)	(100)	(1,569)
Total funds carried forward		931	(2,814)	29,424	27,541

The notes on pages 27 to 49 form part of these financial statements.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM

(A Company Limited by Guarantee)
REGISTERED NUMBER: 07700838

BALANCE SHEET
AS AT 31 AUGUST 2019

	Note	2019 £000	2018 £000
Fixed assets			
Intangible assets	15	12	18
Tangible assets	16	29,412	29,506
		<u>29,424</u>	<u>29,524</u>
Current assets			
Debtors	17	199	529
Cash at bank and in hand		1,307	2,131
		<u>1,506</u>	<u>2,660</u>
Creditors: amounts falling due within one year	18	(575)	(1,375)
Net current assets		<u>931</u>	<u>1,285</u>
Total assets less current liabilities		<u>30,355</u>	<u>30,809</u>
Net assets excluding pension liability		<u>30,355</u>	<u>30,809</u>
Defined benefit pension scheme liability	25	(2,814)	(1,699)
Total net assets		<u>27,541</u>	<u>29,110</u>
Funds of the academy			
Restricted funds:			
Fixed asset funds	19	29,424	29,524
Restricted funds excluding pension liability	19	29,424	29,524
Pension reserve	19	(2,814)	(1,699)
Total restricted funds	19	<u>26,610</u>	<u>27,825</u>
Unrestricted income funds	19	<u>931</u>	<u>1,285</u>
Total funds		<u>27,541</u>	<u>29,110</u>

The financial statements on pages 24 to 49 were approved by the Trustees, and authorised for issue on 18 : December 2019 and are signed on their behalf, by:

P Thompson
Chair of Trustees

The notes on pages 27 to 49 form part of these financial statements.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 AUGUST 2019

	Note	2019 £000	2018 £000
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	21	(701)	743
Cash flows from investing activities	22	(123)	(5,050)
Change in cash and cash equivalents in the year		(824)	(4,307)
Cash and cash equivalents at the beginning of the year		2,131	6,438
Cash and cash equivalents at the end of the year	23	<u>1,307</u>	<u>2,131</u>

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

1. Accounting policies

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

1.1 Basis of preparation of financial statements

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

Tolworth Girls' School and Sixth Form meets the definition of a public benefit entity under FRS 102.

1.2 Going concern

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

1.3 Income

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

• **Legacies**

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the academy has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the academy, can be reliably measured.

• **Sponsorship income**

Sponsorship income provided to the academy which amounts to a donation is recognised in the Statement of Financial Activities in the year in which it is receivable (where there are no performance-related conditions) where receipt is probable and it can be measured reliably.

• **Donations**

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

• **Other income**

Other income, including the hire of facilities, is recognised in the year it is receivable and to the extent the academy has provided the goods or services.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

1. Accounting policies (continued)

1.4 Expenditure

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

• **Expenditure on raising funds**

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

• **Charitable activities**

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

All resources expended are inclusive of irrecoverable VAT.

1.5 Intangible assets

Intangible assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Intangible assets are initially recognised at cost and are subsequently measured at cost net of amortisation and any provision for impairment.

Amortisation is provided on the following basis:

Computer licences	- 20 %
-------------------	--------

1.6 Tangible fixed assets

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

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance Sheet at cost and depreciated over their expected useful economic life. Where there are specific 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 on a straight-line basis over its expected useful life, as follows:

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

1. Accounting policies (continued)

1.6 Tangible fixed assets (continued)

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is not charged on freehold land. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- 2%
Plant and machinery	- 25%
Furniture and fixtures	- 20%

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

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

1.7 Stocks

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

1.8 Debtors

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

1.9 Cash at bank and in hand

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

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the academy anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

1. Accounting policies (continued)

1.11 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.

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.

1.12 Taxation

The academy is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Accordingly, the academy is potentially exempt from taxation in respect of income or capital gains received within categories covered by Part 11, chapter 3 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

1. Accounting policies (continued)

1.13 Pensions

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

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

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

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

1.14 Agency arrangements

The academy disburses 16 - 19 bursary funds as agency for the ESFA. Income and expenditure is not included in the trust accounts. Any balance of undistributed funds are included within creditors to be refunded to the ESFA.

1.15 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.

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FOR THE YEAR ENDED 31 AUGUST 2019

2. Critical accounting estimates and areas of judgment

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

Critical accounting estimates and assumptions:

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

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

3. General Annual Grant (GAG)

Under the funding agreement with the Secretary of State, the academy was subject to limits at 31 August 2019 on the amount of GAG that could be carried forward from one year to the next. An amount equal to 12% of GAG could be carried forward, of which up to 2% could be used for general recurrent purposes, with any balance being available for premises/capital purposes.

The academy has not exceeded these limits during the year ended 31 August 2019.

4. Income from donations and capital grants

	Unrestricted funds 2019 £000	Restricted fixed asset funds 2019 £000	Total funds 2019 £000	<i>Total funds 2018 £000</i>
Donations	31	-	31	21
Capital grants	-	699	699	749
	<hr/>	<hr/>	<hr/>	<hr/>
	31	699	730	770
	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total 2018</i>	21	749	770	
	<hr/>	<hr/>	<hr/>	

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

5. Funding for the academy's educational activities

	Restricted funds 2019 £000	Total funds 2019 £000	<i>Total funds 2018 £000</i>
DfE/ESFA grants			
General annual grant	6,238	6,238	6,228
Other DfE/ESFA grants	272	272	214
	<u>6,510</u>	<u>6,510</u>	<u>6,442</u>
Other government grants			
Local authority and other government grants	119	119	43
	<u>119</u>	<u>119</u>	<u>43</u>
Other funding			
Other income	163	163	149
	<u>163</u>	<u>163</u>	<u>149</u>
	<u><u>6,792</u></u>	<u><u>6,792</u></u>	<u><u>6,634</u></u>

6. Income from other trading activities

	Restricted funds 2019 £000	Total funds 2019 £000	<i>Total funds 2018 £000</i>
Other income	49	49	2
Catering income	24	24	68
Lettings income	72	72	61
Trip income	185	185	143
	<u>330</u>	<u>330</u>	<u>274</u>
	<u><u>330</u></u>	<u><u>330</u></u>	<u><u>274</u></u>

7. Investment income

	Unrestricted funds 2019 £000	Total funds 2019 £000	<i>Total funds 2018 £000</i>
Investment income	7	7	14
	<u>7</u>	<u>7</u>	<u>14</u>
	<u><u>7</u></u>	<u><u>7</u></u>	<u><u>14</u></u>

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
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8. Expenditure

	Staff Costs	Premises	Other	Total	<i>Total</i>
	2019	2019	2019	2019	<i>2018</i>
	£000	£000	£000	£000	<i>£000</i>
Expenditure on raising funds:					
Direct costs	-	-	186	186	173
Educational activities:					
Direct costs	4,895	-	1,116	6,011	5,475
Allocated support costs	1,165	564	614	2,343	2,175
	<u>6,060</u>	<u>564</u>	<u>1,916</u>	<u>8,540</u>	<u>7,823</u>
<i>Total 2018</i>	<u>5,880</u>	<u>778</u>	<u>1,165</u>	<u>7,823</u>	

9. Analysis of expenditure by activities

	Activities	Support	Total	<i>Total</i>
	undertaken	costs	funds	<i>funds</i>
	directly	2019	2019	<i>2018</i>
	2019	£000	£000	<i>£000</i>
	£000	£000	£000	<i>£000</i>
Educational activities	6,011	2,343	8,354	7,650
	<u>6,011</u>	<u>2,343</u>	<u>8,354</u>	<u>7,650</u>
<i>Total 2018</i>	<u>5,475</u>	<u>2,175</u>	<u>7,650</u>	

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Educational activities 2019 £000	Total funds 2019 £000	<i>Total funds 2018 £000</i>
Staff costs	4,862	4,862	4,555
Depreciation	643	643	472
Educational supplies and services	229	229	155
Examination fees	129	129	138
Staff development	21	21	36
Technology costs	88	88	85
Supply teaching costs	33	33	28
Other direct costs	6	6	6
	<u>6,011</u>	<u>6,011</u>	<u>5,475</u>

Analysis of support costs

	Educational activities 2019 £000	Total funds 2019 £000	<i>Total funds 2018 £000</i>
Pension finance cost	50	50	53
Staff costs	1,144	1,144	1,291
Depreciation	279	279	137
Technology costs	3	3	12
Recruitment and support	50	50	63
Maintenance of premises	56	56	45
Cleaning	29	29	57
Energy costs	133	133	135
Rent and rates	106	106	76
Insurance	43	43	56
Support staff supply costs	21	21	6
Other support costs	186	186	219
Governance costs	46	46	25
Expensed capital works below capitalisation threshold	197	197	-
	<u>2,343</u>	<u>2,343</u>	<u>2,175</u>

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NOTES TO THE FINANCIAL STATEMENTS
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10. Net income/(expenditure)

Net income/(expenditure) for the year includes:

	2019	<i>2018</i>
	£000	<i>£000</i>
Depreciation of tangible fixed assets	922	<i>609</i>
Amortisation of intangible assets	6	<i>6</i>
	=====	<i>=====</i>

11. Auditors' remuneration

	2019	<i>2018</i>
	£000	<i>£000</i>
Fees payable to the academy's auditor in respect of:		
The auditing of accounts of the academy	8	<i>7</i>
All non-audit services not included above	2	<i>2</i>
	=====	<i>=====</i>

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
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12. Staff costs

a. Staff costs

Staff costs during the year were as follows:

	2019 £000	2018 £000
Wages and salaries	4,628	4,512
Social security costs	427	421
Pension costs	951	911
	6,006	5,844
Teaching supply costs	33	29
Support staff supply costs	21	7
	6,060	5,880

b. Staff numbers

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

	2019 No.	2018 No.
Teachers	70	83
Administration and support	74	58
Management	9	9
	153	150

c. Higher paid staff

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

	2019 No.	2018 No.
In the band £60,001 - £70,000	4	3
In the band £70,001 - £80,000	-	1
In the band £80,001 - £90,000	1	-
	1	4

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NOTES TO THE FINANCIAL STATEMENTS
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12. Staff costs (continued)

d. Key management personnel

The key management personnel of the Academy Trust comprise the Trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £716,804 (2018: £607,000)

13. Related party transactions- 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:

		2019	<i>2018</i>
		£000	<i>£000</i>
S Lowe, Headteacher	Remuneration	115 - 120	<i>125 - 130</i>
	Pension contributions paid	15 - 20	<i>15 - 20</i>
A Pond	Remuneration	35 - 40	<i>35 - 40</i>
	Pension contributions paid	0 - 5	<i>0 - 5</i>
M Farnon	Remuneration	25 - 30	<i>25 - 30</i>
	Pension contributions paid	5 - 10	<i>5 - 10</i>
E Parker	Remuneration	50 - 55	<i>Nil</i>
	Pension contributions paid	10 - 15	<i>Nil</i>

During the year ended 31 August 2019, no Trustee expenses have been incurred (2018 - £NIL).

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 £7,650,000 on any one claim and the cost for the year ended 31 August 2019 was £1,606 (2018 - £1,606). The cost of this insurance is included in the total insurance cost.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019**

15. Intangible assets

	Computer licences £000
Cost	
At 1 September 2018	30
At 31 August 2019	30
Amortisation	
At 1 September 2018	12
Charge for the year	6
At 31 August 2019	18
Net book value	
At 31 August 2019	12
At 31 August 2018	18

16. Tangible fixed assets

	Freehold property £000	Assets under constructio n £000	Furniture and equipment £000	Computer equipment £000	Total £000
Cost or valuation					
At 1 September 2018	27,527	3,988	546	682	32,743
Additions	662	-	73	94	829
Transfers between classes	3,988	(3,988)	-	-	-
At 31 August 2019	32,177	-	619	776	33,572
Depreciation					
At 1 September 2018	2,376	-	258	603	3,237
Charge for the year	643	-	124	155	922
At 31 August 2019	3,019	-	382	758	4,159

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019**

16. Tangible fixed assets (continued)

	Freehold property £000	Assets under constructio n £000	Furniture and equipment £000	Computer equipment £000	Total £000
Net book value					
At 31 August 2019	<u>29,158</u>	-	<u>237</u>	<u>18</u>	<u>29,413</u>
At 31 August 2018	<u>25,151</u>	<u>3,988</u>	<u>288</u>	<u>79</u>	<u>29,506</u>

17. Debtors

	2019 £000	2018 £000
Trade debtors	27	58
Other debtors	23	320
Prepayments and accrued income	149	151
	<u>199</u>	<u>529</u>

18. Creditors: Amounts falling due within one year

	2019 £000	2018 £000
Trade creditors	228	887
Other taxation and social security	120	114
Other creditors	103	177
Accruals and deferred income	124	197
	<u>575</u>	<u>1,375</u>
	2019 £000	2018 £000
Deferred income at 1 September 2018	53	69
Resources deferred during the year	95	53
Amounts released from previous periods	(53)	(69)
	<u>95</u>	<u>53</u>

As at 31 August 2019, the academy held funds received in advance for trips to be held in the 2019-20 academic year as well as ESFA grants received in advance.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
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19. Statement of funds

	Balance at 1 September 2018 £000	Income £000	Expenditure £000	Transfers in/out £000	Gains/ (Losses) £000	Balance at 31 August 2019 £000
Unrestricted funds						
General Funds - all funds	1,285	38	(31)	(361)	-	931
Restricted general funds						
GAG	-	6,238	(6,273)	35	-	-
Pupil premium	-	153	(153)	-	-	-
Other DfE/ESFA grants	-	119	(119)	-	-	-
SEN funding (LA)	-	91	(91)	-	-	-
Other LA funding	-	28	(28)	-	-	-
General funds	-	493	(493)	-	-	-
Pension reserve	(1,699)	-	(227)	-	(888)	(2,814)
	<u>(1,699)</u>	<u>7,122</u>	<u>(7,384)</u>	<u>35</u>	<u>(888)</u>	<u>(2,814)</u>
Restricted fixed asset funds						
Restricted Fixed Asset Funds - all funds	29,524	-	(1,125)	326	-	28,725
Devolved formula capital	-	94	-	-	-	94
Condition improvement fund	-	605	-	-	-	605
	<u>29,524</u>	<u>699</u>	<u>(1,125)</u>	<u>326</u>	<u>-</u>	<u>29,424</u>
Total Restricted funds	<u>27,825</u>	<u>7,821</u>	<u>(8,509)</u>	<u>361</u>	<u>(888)</u>	<u>26,610</u>
Total funds	<u>29,110</u>	<u>7,859</u>	<u>(8,540)</u>	<u>-</u>	<u>(888)</u>	<u>27,541</u>

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

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NOTES TO THE FINANCIAL STATEMENTS
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19. Statement of funds (continued)

All funds originated from assets gifted by the predecessor school. In addition:

Restricted fixed asset funds have been increased by capital grants provided by the DfE and reduced by depreciation charges.

Restricted general funds have been increased by revenue grants provided by the DfE and reduced by expenditure incurred in the operation of the academy.

The restricted funds can only be used in terms of limitations imposed the the Funding Agreement with the DfE and the terms of any specific grant.

Unrestricted funds have been increased by voluntary contributions by parents and reduced by expenditure incurred in the operation of the academy.

Under the funding agreement with the Secretary of State, the academy was subject to a limit on the amount of GAG that it could carry forward at 31 August 2018. Note 3 discloses whether the limit was exceeded.

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

	<i>Balance at 1 September 2017 £000</i>	<i>Income £000</i>	<i>Expenditure £000</i>	<i>Transfers in/out £000</i>	<i>Gains/ (Losses) £000</i>	<i>Balance at 31 August 2018 £000</i>
Unrestricted funds						
General Funds - all funds	1,797	39	-	(551)	-	<u>1,285</u>
Restricted general funds						
GAG	(125)	6,228	(6,319)	216	-	-
Pupil premium	-	197	(197)	-	-	-
Other DfE/ESFA grants	-	17	(17)	-	-	-
SEN funding (LA)	-	43	(43)	-	-	-
General funds	-	419	(419)	-	-	-
Pension reserve	(2,055)	-	(213)	-	569	(1,699)
	<u>(2,180)</u>	<u>6,904</u>	<u>(7,208)</u>	<u>216</u>	<u>569</u>	<u>(1,699)</u>
Restricted fixed asset funds						

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19. Statement of funds (continued)

	<i>Balance at 1 September 2017 £000</i>	<i>Income £000</i>	<i>Expenditure £000</i>	<i>Transfers in/out £000</i>	<i>Gains/ (Losses) £000</i>	<i>Balance at 31 August 2018 £000</i>
Restricted Fixed Asset Funds - all funds	29,055	-	(615)	335	-	28,775
Devolved formula capital	-	27	-	-	-	27
Condition improvement fund	-	722	-	-	-	722
	<u>29,055</u>	<u>749</u>	<u>(615)</u>	<u>335</u>	<u>-</u>	<u>29,524</u>
Total Restricted funds	<u>26,875</u>	<u>7,653</u>	<u>(7,823)</u>	<u>551</u>	<u>569</u>	<u>27,825</u>
Total funds	<u><u>28,672</u></u>	<u><u>7,692</u></u>	<u><u>(7,823)</u></u>	<u><u>-</u></u>	<u><u>569</u></u>	<u><u>29,110</u></u>

20. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2019 £000	Restricted funds 2019 £000	Restricted fixed asset funds 2019 £000	Total funds 2019 £000
Tangible fixed assets	-	-	29,412	29,412
Intangible fixed assets	-	-	12	12
Current assets	931	575	-	1,506
Creditors due within one year	-	(575)	-	(575)
Provisions for liabilities and charges	-	(2,814)	-	(2,814)
Total	<u>931</u>	<u>(2,814)</u>	<u>29,424</u>	<u>27,541</u>

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2018 £000</i>	<i>Restricted funds 2018 £000</i>	<i>Restricted fixed asset funds 2018 £000</i>	<i>Total funds 2018 £000</i>
Tangible fixed assets	-	-	29,506	29,506

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20. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year (continued)

	<i>Unrestricted funds 2018 £000</i>	<i>Restricted funds 2018 £000</i>	<i>Restricted fixed asset funds 2018 £000</i>	<i>Total funds 2018 £000</i>
Intangible fixed assets	-	-	18	18
Current assets	1,285	1,375	-	2,660
Creditors due within one year	-	(1,375)	-	(1,375)
Provisions for liabilities and charges	-	(1,699)	-	(1,699)
Total	<u>1,285</u>	<u>(1,699)</u>	<u>29,524</u>	<u>29,110</u>

21. Reconciliation of net expenditure to net cash flow from operating activities

	2019 £000	2018 £000
Net expenditure for the year (as per Statement of Financial Activities)	(681)	(131)
Adjustments for:		
Depreciation	928	615
Capital grants from DfE and other capital income	(699)	(749)
Interest receivable	(6)	(14)
Defined benefit pension scheme cost less contributions payable	177	160
Defined benefit pension scheme finance cost	50	53
Decrease in stocks	-	2
Decrease/(increase) in debtors	330	(94)
(Decrease)/increase in creditors	(800)	901
Net cash (used in)/provided by operating activities	<u>(701)</u>	<u>743</u>

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22. Cash flows from investing activities

	2019	2018
	£000	£000
Dividends, interest and rents from investments	6	14
Purchase of tangible fixed assets	(828)	(5,813)
Capital grants from DfE	699	738
Capital funding received from sponsors and others	-	11
Net cash used in investing activities	(123)	(5,050)

23. Analysis of cash and cash equivalents

	2019	2018
	£000	£000
Cash in hand	1,307	2,131
Total cash and cash equivalents	1,307	2,131

24. Capital commitments

	2019	2018
	£000	£000
Contracted for but not provided in these financial statements	-	538

25. Pension commitments

The academy's employees belong to two principal pension schemes: the Teachers' Pension Scheme for England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Royal Borough of Kingston-upon-Thames Pension Fund. Both are multi-employer defined benefit schemes.

The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and of the LGPS 31 August 2019.

There were no outstanding or prepaid contributions at either the beginning or the end of the financial year.

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

Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS or scheme) is a statutory, unfunded, defined benefit occupational scheme, governed by the Teachers' Pensions Regulations 2010 (as amended), and the Teachers' Pension Scheme Regulations 2014 (as amended). These regulations apply to teachers in schools and other educational establishments, including academies, in England and Wales that are maintained by local authorities. In addition, teachers in many independent and voluntary-aided schools and teachers and lecturers in some establishments of further and higher education may be eligible for membership. Membership is automatic for full-time teachers and lecturers and, from 1 January 2007, automatic too for teachers and lecturers in part-time employment following appointment or a change of contract. Teachers and lecturers are able to opt out of the TPS.

The Teachers' Pension Budgeting and Valuation Account

Although members may be employed by various bodies, their retirement and other pension benefits are set out in regulations made under the Superannuation Act (1972) and Public Service Pensions Act (2013) and are paid by public funds provided by Parliament. The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – contributions from members, along with those made by employers, are credited to the Exchequer under arrangements governed by the above Acts.

The Teachers' Pensions Regulations 2010 require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pension increases). From 1 April 2001, the Account has been credited with a real rate of return, which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

Valuation of the Teachers' Pension Scheme

The latest valuation of the Teachers' Pension Scheme has now taken place, in line with directions issued by HM Treasury and using membership data as at 31 March 2016. As a result of this valuation TPS employers will pay an increased contribution rate of 23.68% from September 2019 (this includes the administration levy of 0.8%). The timing of the implementation is to align its introduction with employers' budget planning cycles. Until then, employers will pay the current rate of 16.48%.

A copy of the latest valuation report can be found by following this link to the Teachers' Pension Scheme website- <https://www.teacherspensions.co.uk/public/login.aspx>.

Scheme Changes

The arrangements for a reformed Teachers' Pension Scheme, in line with the recommendations made by Lord Hutton, in particular the introduction of a Career Average Revalued Earnings (CARE) scheme, were implemented from 1 April 2015.

In December 2018, the Court of Appeal held that transitional protection provisions contained in the reformed judicial and firefighter pension schemes, introduced as part of public service pension reforms in 2015, gave rise to direct age discrimination and were therefore unlawful. The Supreme Court, in a decision made in June 2019, have rejected the Government's application for permission to appeal the Court of Appeal's ruling. The case will now be referred to an Employment Tribunal for a decision regarding the remedy which will need to be offered to those members of the two schemes who were subject of the age discrimination.

HM Treasury are clear that the ruling has implications for the other public service schemes, including the Teachers' Pension Scheme. Those implications are currently being considered and any impact on scheme costs is expected to be looked at within the next scheme valuation, which is currently scheduled to be based on April 2020 data and implemented in April 2023.

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

25. Pension commitments (continued)

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 2019 was £302,000 (2018 - £283,000), of which employer's contributions totalled £240,000 (2018 - £227,000) and employees' contributions totalled £ 62,000 (2018 - £56,000). The agreed contribution rates for future years are 25.5% per cent for employers and 6.3% per cent for employees.

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

Principal actuarial assumptions

	2019	2018
	%	%
Rate of increase in salaries	2.70	2.80
Rate of increase for pensions in payment/inflation	2.30	2.40
Discount rate for scheme liabilities	1.80	2.80

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

	2019	2018
	Years	Years
<i>Retiring today</i>		
Males	21.6	22.5
Females	23.8	24.8
<i>Retiring in 20 years</i>		
Males	22.6	24.2
Females	25.2	26.7

Sensitivity analysis

	2019	2018
	£000	£000
Discount rate -0.1%	932	350
CPI rate +0.1%	795	296

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

25. Pension commitments (continued)

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

	At 31	
	August	<i>At 31 August</i>
	2019	<i>2018</i>
	£000	<i>£000</i>
Equities	3,300	2,951
Bonds	825	809
Property	183	202
Cash and other liquid assets	277	81
Total market value of assets	4,585	<i>4,043</i>

The actual return on scheme assets was £191,000 (2018 - £158,000).

The amounts recognised in the Statement of Financial Activities are as follows:

	2019	<i>2018</i>
	£000	<i>£000</i>
Current service cost	(384)	(387)
Past service cost	(33)	-
Interest income	116	92
Interest cost	(166)	(145)
Total amount recognised in the Statement of Financial Activities	(467)	<i>(440)</i>

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

	2019	<i>2018</i>
	£000	<i>£000</i>
At 1 September	5,742	<i>5,622</i>
Current service cost	384	387
Interest cost	166	145
Employee contributions	62	56
Actuarial losses/(gains)	1,079	(411)
Benefits paid	(67)	(57)
Past service costs	33	-
At 31 August	7,399	<i>5,742</i>

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

25. Pension commitments (continued)

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

	2019	2018
	£000	£000
At 1 September	4,043	3,567
Interest income	116	92
Actuarial gains	191	158
Employer contributions	240	227
Employee contributions	62	56
Benefits paid	(67)	(57)
At 31 August	4,585	4,043

26. Members' liability

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

27. Related party transactions

Owing to the nature of the academy's operations and the composition of the board of trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which a trustee has an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the academy's financial regulations and normal procurement procedures.

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

28. Agency arrangements

The academy trust distributes 16-19 bursary funds to students as an agent for the ESFA. In the accounting period ending 31 August 2019 the trust received £33,933 (2018: £21,349) and disbursed £18,983 (2018: £30,914) from the fund. An amount of £10,741 (2018: £7,722) is included in other creditors relating to undistributed funds that are repayable to the ESFA.

