

Company Registration Number: 07700838 (England & Wales)

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

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

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

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REFERENCE AND ADMINISTRATIVE DETAILS

Members	S Lowe P Thompson (resigned 31 August 2020) A Perks P Druckman (resigned 16 July 2020) S Marfe C Grieve (appointed 14 January 2020)
Trustees	S Lowe, Headteacher and Accounting Officer P Thompson (resigned 31 August 2020) P Morton, Vice Chair I Laher, Vice Chair S Marfe J Hind (resigned 16 July 2020) D Doe A Perks P McDonald M Farnon, Staff trustee S Miller C Grieve N Beckett (resigned 19 November 2019) K Kuppuswamy H Hillman P Druckman (resigned 16 July 2020) A Pond, Staff trustee (resigned 19 November 2019) A Whitehead C Day E Parker A Howard (appointed 4 August 2020) A Williams
Company registered number	07700838
Company Name	Tolworth Girls' School and Sixth Form
Principal and Registered Office	Tala Close Surbiton Surrey KT6 7EY
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 A Hetherington, Resource Director M Perry, Director of Data & Systems S Underwood, Finance Manager

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

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

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

Solicitors Stone King
Boundary House
91 Charterhouse Street
London
EC1M 6HR

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2020

The trustees present their annual report together with the financial statements and auditors' report of the charitable company for the year 1 September 2019 to 31 August 2020. 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 1410 and had a roll of 1379 in the school census on 16 January 2020.

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.

d. Method of Recruitment and Appointment or Election of Trustees

The management of the academy is the responsibility of the Governors who are elected and co-opted under the terms of the Articles of Association and funding agreement as follows:

- The Head Teacher – 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
- 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 her term of appointment. Subject to remaining eligible to be a particular type of governor, any governor may be reappointed or re-elected.

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

Structure, Governance and Management (continued)

e. Policies and Procedures Adopted for the Induction and Training of Trustees

A rigorous induction process is followed for potential trustees prior to their appointment/election. Prior to election, 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 Trustee (usually the Vice Chair) to go through the outline of the Academy, explain the vision and school development plan for the Academy.

Because of the Covid-19 pandemic this year, the Trustee's induction process was conducted virtually via MS Teams.

The training and induction provided for new governors will depend on their individual experience and expertise. Where necessary an 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 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 matrix Responsible Accountable Consulted Informed (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 Headteacher 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 Headteacher assumes the accounting officer role.

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 SLT 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.

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

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 to correctly identify objectives for the next year.

Our objectives are to:

- Maintain a balance Budget despite the pressures of COVID- 19;
- A continued growth in student numbers;
- To maintain outstanding outcomes for all students thereby increasing their life opportunities;
- Maintain our outstanding and World Class status;
- Ensure successful succession planning in both the Leadership team and the Governance of the school.

Ours vision is to build an ethos where:

- 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.

The Academy's Aims

- To construct a curriculum and give all learners the knowledge, cultural capital and skills for future learning and employment that is coherent, ambitious;
- 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.

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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 (This has been somewhat curtailed in light of COVID -19)
- Mental Health Cluster lead with responsibility for over 8000 students within Royal Borough of Kingston upon Thames (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 University
 - 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

a. Overview

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.

b. Key Performance Indicators

The results in GCSE exams at KS4 were as follows:

	2020		
	Target	Actual	Diff
Expected Progress KS2-4 English Lit/Lang	86	89	+3
Expected Progress KS2-4 Maths	76	80	+4
5+ 9-4 inc Eng & Maths	53	54	+1
Cohort Progress 8 measure		0.9	

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Strategic Report (continued)

Achievements and Performance (continued)

A Level Results

KS5 Data Analysis 2020: Y13 final Results

A Level Grades	2020	2019	2018
A*-A	32%	21%	24%
A*-B	59%	53%	50%
A*-C	83%	79%	74%
A*-D	94%	95%	96%
Pass Rate	100%	100%	99%

c. 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.

We are aware that there will be additional costs to the school that are related to COVID- 19 and the restrictions and necessary Risk Assessment imposed on the school. We have made allowances for these restrictions by assuming a reduced Income stream from lettings and increased spends in premises/hygiene and IT equipment.

a. Financial Review

During the period, ESFA/LA grants received totaled to £7,401k. Other income included within restricted funds totaled to £221k. Restricted fund expenditure totaled to £8,007k.

The main source of unrestricted income is donations, totaling to £33k.

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 during the year ended 31 August 2020 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:

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- Finance Manager
- Senior Finance Officer
- Assistant Finance Officer
- They are supported by the HR Manager who works with the team on all payroll activity

The Trustees 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 fulfill the aims of the Academy.

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 (ie 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 Trustees will keep this level of reserves under review at each Finance, Assets & Audit 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 £27,195k. This balance includes unrestricted funds (free reserves) of £903k which is considered appropriate for the Academy Trust, and restricted funds of £26,292k, which consists of restricted fixed asset funds of £28,787k, restricted income funds of £135k and a pension deficit of £2,630k.

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 2020, no investments were held.

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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 2020. 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 engages in fundraising throughout the academic year, both for specific projects and to augment the annual education budget. The main fundraising is through the Parent Friends Association and includes such activities as quiz nights, Mufti, Festive Fayres and year group events.

In addition, the Academy is a member school of the Jack Petchey Foundation, a charitable organization that rewards the achievements of young people between the ages of 11-25. The Academy also subscribes to the Grants4Schools information service to try to maximize its funding potential by receiving up to date grant funding information, alerts and newsletters.

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Plans for Future Periods

This year has seen the opening of the SRP unit (Specialist Resource Provision) and this has been most successful. This area of expertise will continue to grow and provide for up to 10 students.

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 is in discussion with a neighbouring school to investigate the possible formation of a MAT. 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 prioritized 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.

Like all schools, we are dealing with Covid- 19 and the lock-downs and restrictions that have been put in place. There have been a significant additional costs incurred by the school and this will be ongoing. We have produced a budget to reflect the possible costs, but it is proving very difficult to predict what impact this will have on the schools budget going forward.

Funds Held as Custodian Trustee 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 11 January 2021 and signed on its behalf by:



Mr K Kuppuswamy
Vice Chair of Trustees

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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 Academy Trust has an effective and appropriate system of control, financial and otherwise. However, such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

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

The board of trustees has delegated the day-to-day responsibility to the Headteacher, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Tolworth Girls' School and Sixth Form Academy Trust and the Secretary of State for Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

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/virtually met 7 times during the year.

Attendance during the year at meetings of the board of trustees was as follows (this includes virtual MS Teams meetings because of the Covid-19 pandemic):

Trustee	Meetings attended	Out of a possible
S Lowe, Headteacher and Accounting Officer	7	7
P Thompson	7	7
A Perks	2	2
P Druckman	5	6
S Marfe	3	7
J Hind	5	6
D Doe	3	7
P McDonald	6	7
M Farnon, Staff trustee	3	7
A Pond, Staff trustee	0	1
S Miller	5	7
I Laher, Vice Chair	5	7
C Grieve	6	7
N Beckett	0	1
K Kuppuswamy	5	7
H Hillman	4	7
P Morton, Vice Chair	4	7
C Day	4	7
A Whitehead	6	7
E Parker	7	7
A Howard	1	1
A Williams	7	7

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

Key findings noted, actions taken and their impact are noted below:

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GOVERNANCE STATEMENT (CONTINUED)

Governance (continued)

This year has seen some challenging times for Trustees due to the Covid-19 pandemic. Despite this, Trustees continued to maintain a clear sight of the running of the academy through their governance and the Chair's regular catch up sessions with the Headteacher. Notwithstanding, the regular and timely updates from the Headteacher's report.

Trustees have been very impressed by student engagement, parental support and the outstanding work of staff through these unprecedented times. The academy's excellent response to improve the safety and security of the school buildings and the health and well-being for the whole school community should also be applauded. Significant work undertaken included the setting up the mini-school, the summer school, the installation of hand sanitising units, new signage and social distancing measures across the school.

During the year, the board continued to strengthen its composition. A skill set analysis was undertaken of Trustees' skills to identify any gaps in specific key areas. Consequently, a targeted recruitment campaign culminated in the appointment of two new governors with SEND and Education expertise to fill any gaps. Furthermore, as a result to changes to membership of the Trust, work will begin in the next academic year to appoint any additional members based on the latest skill set.

At the request of the ESFA, Trustees revised and amended their governance arrangements, which included the revise of our existing articles of association to reflect the current (2016) DfE model. Because of this, the appointment of three additional independent Members is imminent.

Trustees also approved moving to a less committee-based arrangement and have appointed link governors to monitor key areas within school.

The Academy has continued to benefit from its membership to The Key, and NGA (Gold) which provide invaluable sources of information. All Academy Committee members have access to online training, which enables them to fulfil their duties effectively and remain abreast of the current regulations, requirements and responsibilities associated with their role.

Paul Thompson, Chair of Governors announced his decision to step down at the end of this year, which instigated a succession plan. This has led to the appointment of a new Chair (Andrew Perks) for the start of the autumn term 2020.

The trustees would like to thank Paul Druckman and Jon Hind who have both stood down as a Member and as Trustees at the end of this academic year. In addition, they wish to thank Mr Dennis Doe for his support, expertise and guidance during his 42 years as a Trustee.

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 2019-2020.

Attendance at meetings in the year was as follows (As a result, of Covid-19 pandemic this included virtual MS Teams meetings):

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GOVERNANCE STATEMENT (CONTINUED)

Governance (continued)

Trustee	Meetings attended	Out of a possible
S Lowe (Headteacher and Accounting Officer)	5	5
A Perks	2	2
C Grieve	5	5
P Druckman	5	5
K Kuppuswamy	4	5
A Whitehead	1	5
P Thompson	2	2
A Williams	5	5
S Underwood	0	3

Review of Value for Money

As accounting officer, the Headteacher has responsibility for ensuring that the academy trust delivers good value in the use of public resources. The accounting officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

The accounting officer considers how the trust's use of its resources has provided good value for money during each academic year, and reports to the board of trustees where value for money can be improved, including the use of benchmarking data where available. The accounting officer for the academy trust has delivered improved value for money during the year by:

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

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 trust 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 Academy Trust for the period 1st September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements.

Capacity to Handle Risk

The board of trustees has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 1st September 2019 to 31 August 2020 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 trust's system of internal financial control is based on a framework of regular management information and administrative procedures including the segregation of duties and a system of delegation and accountability. In particular, it includes:

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the board of trustees;
- regular reviews by the finance and general purposes committee of reports which indicate financial

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

The Risk and Control Framework (continued)

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; and
- 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 RO's role includes giving advice on financial matters and performing a range of checks on the academy trust'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 reconciliations

On a termly basis, the Responsible Officer reports to the Board of trustees, through Finance, Assets & Audit committee on the operation of the systems of control and on the discharge of the board of trustees' financial responsibilities.

The Board can confirm that the Responsible Officer has delivered their schedule of work as planned, provided details of any material control issues arising as a result of the their work. During the current and previous period, there were no material control issues noted and thus no remedial action was required to be taken.

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 internal auditor/reviewer;
- the work of the external auditors;
- the financial management and governance self-assessment process; and
- 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 11 January 2021 and signed on their behalf by:



Mr K Kuppuswamy
Vice Chair of Trustees



Siobhan Lowe
Accounting Officer

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As accounting officer of Tolworth Girls' School and Sixth Form Academy Trust I have considered my responsibility to notify the academy trust board of trustees and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2019.

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

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

Siobhan Lowe

Siobhan Lowe
Accounting Officer
Date: 11 January 2021

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 AUGUST 2020

The trustees (who act as governors of Tolworth Girls' School and Sixth Form Academy Trust and 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 Annual Accounts Direction published by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

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

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

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

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

Approved by order of the members of the Board of Trustees on 11 January 2021 and signed on its behalf by:



Mr K Kuppuswamy
Vice Chair of Trustees

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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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 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the academy's affairs as at 31 August 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

Basis for opinion

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

Conclusions relating to going concern

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

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

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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**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 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

11 January 2021

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 AND SKILLS FUNDING AGENCY

In accordance with the terms of our engagement letter dated 24 May 2016 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2019 to 2020, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Tolworth Girls' School and Sixth Form during the year 1 September 2019 to 31 August 2020 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Tolworth Girls' School and Sixth Form and 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 2019, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2019 to 2020. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year 1 September 2019 to 31 August 2020 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

Approach

We conducted our engagement in accordance with the Academies Accounts Direction 2019 to 2020 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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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 2019 to 31 August 2020 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Landau Baker Limited

Reporting Accountant
Landau Baker Limited
Chartered Accountants
Statutory Auditors

Mountcliff House
154 Brent Street
London
NW4 2DR

Date: 11 January 2021

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 2020**

	Unrestricted funds 2020 £000	Restricted funds 2020 £000	Restricted fixed asset funds 2020 £000	Total funds 2020 £000	Total funds 2019 £000
Note					
Income from:					
Donations and capital grants	4	33	-	50	83
Charitable activities		-	7,622	-	7,622
Other trading activities		-	130	-	130
Investments	7	-	-	-	7
		<u>33</u>	<u>7,752</u>	<u>50</u>	<u>7,835</u>
Total income					
Expenditure on:					
Raising funds		-	109	-	109
Charitable activities	9	61	7,898	687	8,646
		<u>61</u>	<u>8,007</u>	<u>687</u>	<u>8,755</u>
Total expenditure					
Net movement in funds before other recognised gains/(losses)					
		<u>(28)</u>	<u>(255)</u>	<u>(637)</u>	<u>(920)</u>
Other recognised gains/(losses):					
Actuarial gains/(losses) on defined benefit pension schemes	27	-	573	-	573
		<u>(28)</u>	<u>318</u>	<u>(637)</u>	<u>(347)</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		931	(2,814)	29,424	27,541
Net movement in funds		(28)	318	(637)	(347)
		<u>903</u>	<u>(2,496)</u>	<u>28,787</u>	<u>27,194</u>
Total funds carried forward					

The notes on pages 25 to 48 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 2020

	Note	2020 £000	2019 £000
Fixed assets			
Intangible assets	16	6	12
Tangible assets	17	28,750	29,412
		28,756	29,424
Current assets			
Debtors	18	186	199
Cash at bank and in hand		1,330	1,307
		1,516	1,506
Creditors: amounts falling due within one year	19	(447)	(575)
		1,069	931
Net current assets		1,069	931
Total assets less current liabilities		29,825	30,355
Net assets excluding pension liability		29,825	30,355
Defined benefit pension scheme liability	27	(2,630)	(2,814)
Total net assets		27,195	27,541
Funds of the academy			
Restricted funds:			
Fixed asset funds	21	28,787	29,424
Restricted income funds	21	135	-
		28,922	29,424
Restricted funds excluding pension liability	21	28,922	29,424
Pension reserve	21	(2,630)	(2,814)
		26,292	26,610
Total restricted funds		26,292	26,610
Unrestricted income funds		903	931
Total funds		27,195	27,541

The financial statements on pages 22 to 48 were approved by the Trustees, and authorised for issue on 11 January 2021 and are signed on their behalf, by:

Mr K Kuppaswamy
Vice Chair of Trustees



The notes on pages 25 to 48 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 2020

	Note	2020 £000	2019 £000
Cash flows from operating activities			
Net cash used in operating activities	23	(27)	(701)
Cash flows from investing activities	24	50	(123)
Change in cash and cash equivalents in the year		23	(824)
Cash and cash equivalents at the beginning of the year		1,307	2,131
Cash and cash equivalents at the end of the year	25, 26	<u><u>1,330</u></u>	<u><u>1,307</u></u>

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

1. Accounting policies

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

1.1 Basis of preparation of financial statements

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

1.2 Going concern

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

1.3 Income

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

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

1. Accounting policies (continued)

1.4 Expenditure

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

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

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

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 18. Prepayments are not financial instruments. Amounts due to the academy's wholly owned subsidiary are held at face value less any impairment. Cash at bank is classified as a basic financial instrument and is measured at face value.

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

Financial liabilities - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in note 19. 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.

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.

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

1. Accounting policies (continued)

1.13 Pensions (continued)

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.

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 27, 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 2020. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

3. General Annual Grant (GAG)

Under the funding agreement with the Secretary of State, the academy was subject to limits at 31 August 2020 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 2020.

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4. Income from donations and capital grants

	Unrestricted funds 2020 £000	Restricted fixed asset funds 2020 £000	Total funds 2020 £000	Total funds 2019 £000
Donations	33	-	33	31
Capital grants	-	50	50	699
	<u>33</u>	<u>50</u>	<u>83</u>	<u>730</u>
<i>Total 2019</i>	<u>31</u>	<u>699</u>	<u>730</u>	

5. Funding for the academy's educational activities

	Restricted funds 2020 £000	Total funds 2020 £000	Total funds 2019 £000
DfE/ESFA grants			
General annual grant	6,627	6,627	6,238
Other DfE/ESFA grants	639	639	272
	<u>7,266</u>	<u>7,266</u>	<u>6,510</u>
Other government grants			
Local authority and other government grants	135	135	119
	<u>135</u>	<u>135</u>	<u>119</u>
Other funding			
Other income	221	221	163
	<u>7,622</u>	<u>7,622</u>	<u>6,792</u>
<i>Total 2019</i>	<u>6,792</u>	<u>6,792</u>	

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6. Income from other trading activities

	Restricted funds 2020 £000	Total funds 2020 £000	<i>Total funds 2019 £000</i>
Other income	3	3	49
Catering income	5	5	24
Lettings income	29	29	72
Trip income	93	93	185
	130	130	330
	330	330	
<i>Total 2019</i>			

7. Investment income

	Unrestricted funds 2020 £000	Total funds 2020 £000	<i>Total funds 2019 £000</i>
Investment income	-	-	7
	7	7	
	7	7	
<i>Total 2019</i>			

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NOTES TO THE FINANCIAL STATEMENTS
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8. Expenditure

	Staff Costs 2020 £000	Premises 2020 £000	Other 2020 £000	Total 2020 £000	Total 2019 £000
Expenditure on raising funds:					
Direct costs	-	-	109	109	186
Educational activities:					
Direct costs	5,392	-	982	6,374	6,011
Allocated support costs	1,392	382	498	2,272	2,343
	<u>6,784</u>	<u>382</u>	<u>1,589</u>	<u>8,755</u>	<u>8,540</u>
<i>Total 2019</i>	<u>6,059</u>	<u>564</u>	<u>1,917</u>	<u>8,540</u>	

9. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2020 £000	Restricted funds 2020 £000	Total funds 2020 £000	Total funds 2019 £000
Educational activities	61	8,585	8,646	8,354
	<u>61</u>	<u>8,585</u>	<u>8,646</u>	
<i>Total 2019</i>	<u>31</u>	<u>8,323</u>	<u>8,354</u>	

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10. Analysis of expenditure by activities

	Activities undertaken directly 2020 £000	Support costs 2020 £000	Total funds 2020 £000	Total funds 2019 £000
Educational activities	6,374	2,272	8,646	8,354
<i>Total 2019</i>	<u>6,011</u>	<u>2,343</u>	<u>8,354</u>	

Analysis of direct costs

	Educational activities 2020 £000	Total funds 2020 £000	Total funds 2019 £000
Staff costs	5,327	5,327	4,862
Depreciation	528	528	643
Educational supplies and services	208	208	229
Examination fees	138	138	129
Staff development	25	25	21
Technology costs	77	77	88
Supply teaching costs	65	65	33
Other direct costs	6	6	6
	<u>6,374</u>	<u>6,374</u>	<u>6,011</u>
<i>Total 2019</i>	<u>6,011</u>	<u>6,011</u>	

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

10. Analysis of expenditure by activities (continued)

Analysis of support costs

	Educational activities 2020 £000	Total funds 2020 £000	<i>Total funds 2019 £000</i>
Pension finance cost	54	54	50
Staff costs	1,374	1,374	1,144
Depreciation	135	135	279
Technology costs	25	25	3
Recruitment and support	19	19	50
Maintenance of premises	104	104	56
Cleaning	31	31	29
Energy costs	122	122	133
Rent and rates	127	127	106
Insurance	40	40	43
Support staff supply costs	18	18	21
Other support costs	168	168	186
Governance costs	37	37	46
Expensed capital works below capitalisation threshold	18	18	197
	<u>2,272</u>	<u>2,272</u>	<u>2,343</u>
<i>Total 2019</i>	<u>2,343</u>	<u>2,343</u>	

11. Net expenditure

Net expenditure for the year includes:

	2020 £000	<i>2019 £000</i>
Depreciation of tangible fixed assets	663	922
Amortisation of intangible assets	<u>6</u>	<u>6</u>

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12. Auditors' remuneration

	2020 £000	2019 £000
Fees payable to the academy's auditor in respect of:		
The auditing of accounts of the academy	8	8
All non-audit services not included above	2	2
	8	10

13. Staff

a. Staff costs

Staff costs during the year were as follows:

	2020 £000	2019 £000
Wages and salaries	4,823	4,628
Social security costs	500	427
Pension costs	1,378	950
	6,701	6,005
Teaching supply costs	65	33
Support staff supply costs	18	21
	6,784	6,059

b. Staff numbers

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

	2020 No.	2019 No.
Teachers	85	70
Administration and support	102	74
Management	9	9
	196	153

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13. Staff (continued)

c. Higher paid staff

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

	2020	2019
	No.	No.
In the band £60,001 - £70,000	4	4
In the band £70,001 - £80,000	4	-
In the band £80,001 - £90,000	-	1
In the band £110,001 - £120,000	-	1
In the band £120,001 - £130,000	1	-
	4	7

d. Key management personnel

The key management personnel of the academy comprise the trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the academy was £623,024 (2019 £716,804).

14. 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:

		2020	2019
		£000	£000
S Lowe, Headteacher	Remuneration	125 - 130	115 - 120
	Pension contributions paid	15 - 20	15 - 20
A Pond	Remuneration	35 - 40	35 - 40
	Pension contributions paid	0 - 5	0 - 5
M Farnon	Remuneration	30 - 35	25 - 30
	Pension contributions paid	5 - 10	5 - 10
E Parker	Remuneration	50 - 55	60 - 65
	Pension contributions paid	10 - 15	10 - 15

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

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**NOTES TO THE FINANCIAL STATEMENTS
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15. Trustees' and Officers' insurance

In accordance with normal commercial practice, the academy has purchased insurance to protect Trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business. The insurance provides cover up to £5,000,000 on any one claim and the cost for the year ended 31 August 2020 was £1,000 (2019 - £1,606). The cost of this insurance is included in the total insurance cost.

16. Intangible assets

	Computer licences £000
Cost	
At 1 September 2019	30
At 31 August 2020	30
Amortisation	
At 1 September 2019	18
Charge for the year	6
At 31 August 2020	24
Net book value	
At 31 August 2020	6
<i>At 31 August 2019</i>	12

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17. Tangible fixed assets

	Freehold property £000	Furniture and equipment £000	Computer equipment £000	Total £000
Cost or valuation				
At 1 September 2019	32,177	619	776	33,572
At 31 August 2020	<u>32,177</u>	<u>619</u>	<u>776</u>	<u>33,572</u>
Depreciation				
At 1 September 2019	3,019	382	758	4,159
Charge for the year	528	124	11	663
At 31 August 2020	<u>3,547</u>	<u>506</u>	<u>769</u>	<u>4,822</u>
Net book value				
At 31 August 2020	<u>28,630</u>	<u>113</u>	<u>7</u>	<u>28,750</u>
At 31 August 2019	<u>29,158</u>	<u>237</u>	<u>17</u>	<u>29,412</u>

18. Debtors

	2020 £000	2019 £000
Trade debtors	39	27
Other debtors	26	23
Prepayments and accrued income	121	149
	<u>186</u>	<u>199</u>

19. Creditors: Amounts falling due within one year

	2020 £000	2019 £000
Trade creditors	2	228
Other taxation and social security	125	120
Other creditors	104	103
Accruals and deferred income	216	124
	<u>447</u>	<u>575</u>

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19. Creditors: Amounts falling due within one year (continued)

	2020	2019
	£000	£000
	2020	2019
	£000	£000
Deferred income at 1 September 2019	53	69
Resources deferred during the year	96	53
Amounts released from previous periods	(53)	(69)
	96	53
	96	53

As at 31 August 2020, the academy held funds received in advance for trips to be held in the 2020-21 academic year as well as ESFA grants received in advance.

20. Financial instruments

	2020	2019
	£000	£000
Financial assets		
Financial assets measured at fair value through income and expenditure	1,330	1,307
	1,330	1,307
	1,330	1,307

Financial assets measured at fair value through income and expenditure comprise bank and cash balances.

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NOTES TO THE FINANCIAL STATEMENTS
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21. Statement of funds

	Balance at 1 September 2019 £000	Income £000	Expenditure £000	Gains/ (Losses) £000	Balance at 31 August 2020 £000
Unrestricted funds					
General Funds - all funds	931	33	(61)	-	903
Restricted general funds					
GAG	-	6,553	(6,405)	-	148
Pupil premium	-	215	(215)	-	-
Other DfE/ESFA grants	-	424	(437)	-	(13)
SEN funding (LA)	-	129	(129)	-	-
Other LA funding	-	6	(6)	-	-
General funds	-	426	(426)	-	-
Pension reserve	(2,814)	-	(389)	573	(2,630)
	<u>(2,814)</u>	<u>7,753</u>	<u>(8,007)</u>	<u>573</u>	<u>(2,495)</u>
Restricted fixed asset funds					
Restricted Fixed Asset Funds - all funds	29,424	-	(637)	-	28,787
Devolved formula capital	-	27	(27)	-	-
Condition improvement fund	-	23	(23)	-	-
	<u>29,424</u>	<u>50</u>	<u>(687)</u>	<u>-</u>	<u>28,787</u>
Total Restricted funds	<u>26,610</u>	<u>7,803</u>	<u>(8,694)</u>	<u>573</u>	<u>26,292</u>
Total funds	<u>27,541</u>	<u>7,836</u>	<u>(8,755)</u>	<u>573</u>	<u>27,195</u>

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

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 2020. Note 3 discloses whether the limit was exceeded.

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

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

	<i>Balance at 1 September 2018 £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 2019 £000</i>
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)
	(1,699)	7,122	(7,384)	35	(888)	(2,814)
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
	29,524	699	(1,125)	326	-	29,424
Total Restricted funds	27,825	7,821	(8,509)	361	(888)	26,610

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

	<i>Balance at 1 September 2018 £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 2019 £000</i>
Total funds	<u>29,110</u>	<u>7,859</u>	<u>(8,540)</u>	<u>-</u>	<u>(888)</u>	<u>27,541</u>

22. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £000	Restricted funds 2020 £000	Restricted fixed asset funds 2020 £000	Total funds 2020 £000
Tangible fixed assets	-	-	28,750	28,750
Intangible fixed assets	-	-	6	6
Current assets	903	582	31	1,516
Creditors due within one year	-	(447)	-	(447)
Provisions for liabilities and charges	-	(2,630)	-	(2,630)
Total	<u>903</u>	<u>(2,495)</u>	<u>28,787</u>	<u>27,195</u>

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2019 £000</i>	<i>Restricted funds 2019 £000</i>	<i>Restricted fixed asset funds 2019 £000</i>	<i>Total funds 2019 £000</i>
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>

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

	2020 £000	2019 £000
Net expenditure for the period (as per Statement of Financial Activities)	(920)	(681)
Adjustments for:		
Amortisation	6	6
Depreciation	663	922
Capital grants from DfE and other capital income	(50)	(699)
Interest receivable	-	(6)
Defined benefit pension scheme cost less contributions payable	335	177
Defined benefit pension scheme finance cost	54	50
Decrease in debtors	13	330
Decrease in creditors	(128)	(800)
Net cash used in operating activities	(27)	(701)

24. Cash flows from investing activities

	2020 £000	2019 £000
Dividends, interest and rents from investments	-	6
Purchase of tangible fixed assets	-	(828)
Capital grants from DfE	50	699
Net cash provided by/(used in) investing activities	50	(123)

25. Analysis of cash and cash equivalents

	2020 £000	2019 £000
Cash in hand	1,330	1,307
Total cash and cash equivalents	1,330	1,307

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

	At 1 September 2019 £000	Cash flows £000	At 31 August 2020 £000
Cash at bank and in hand	1,307	23	1,330
	1,307	23	1,330
	1,307	23	1,330

27. Pension commitments

The academy's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by 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 2016 and of the LGPS 31 August 2020.

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

Teachers' Pension Scheme

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

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

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27. Pension commitments (continued)

The Teachers' Pension Budgeting and Valuation Account

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

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

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

The employer's pension costs paid to TPS in the year amounted to £553,350 (2019 - £438,348).

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

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

Local Government Pension Scheme

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2020 was £325,000 (2019 - £302,000), of which employer's contributions totalled £257,000 (2019 - £240,000) and employees' contributions totalled £ 68,000 (2019 - £62,000). The agreed contribution rates for future years are 25.5% per cent for employers and 6.3% per cent for employees.

As described in note 1.13 the LGPS obligation relates to the employees of the academy, who were the employees transferred as part of the conversion from the maintained school and new employees who were eligible to, and did, join the Scheme in the year. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the academy at the balance sheet date.

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

TOLWORTH GIRLS' SCHOOL AND SIXTH FORM
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**NOTES TO THE FINANCIAL STATEMENTS
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27. Pension commitments (continued)

Principal actuarial assumptions

	2020	2019
	%	%
Rate of increase in salaries	2.60	2.70
Rate of increase for pensions in payment/inflation	2.20	2.30
Discount rate for scheme liabilities	1.70	1.80

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

	2020	2019
	Years	Years
<i>Retiring today</i>		
Males	21.7	22.5
Females	23.9	23.8
<i>Retiring in 20 years</i>		
Males	22.6	22.6
Females	25.5	25.2

Sensitivity analysis

	2020	2019
	£000	£000
Discount rate -0.1%	818	932
CPI rate +0.1%	766	795

Share of scheme assets

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

	2020	2019
	£000	£000
Equities	3,362	3,300
Bonds	737	825
Property	184	183
Cash and other liquid assets	323	277
Total market value of assets	4,606	4,585

The actual return on scheme assets was (£296,000) (2019 - £191,000).

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27. Pension commitments (continued)

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

	2020 £000	2019 £000
Current service cost	(592)	(387)
Past service cost	-	(33)
Interest income	85	116
Interest cost	(139)	(166)
Total amount recognised in the Statement of Financial Activities	(646)	(470)

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

	2020 £000	2019 £000
At 1 September	7,399	5,742
Current service cost	592	384
Interest cost	139	166
Employee contributions	68	62
Actuarial (gains)/losses	(869)	1,079
Benefits paid	(93)	(67)
Past service costs	-	33
At 31 August	7,236	7,399

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

	2020 £000	2019 £000
At 1 September	4,585	4,043
Interest income	85	116
Actuarial (losses)/gains	(296)	191
Employer contributions	257	240
Employee contributions	68	62
Benefits paid	(93)	(67)
At 31 August	4,606	4,585

28. Members' liability

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

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29. Related party transactions

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

No related party transactions took place in the period of account, other than certain trustees' remuneration and expenses already disclosed in note 14.

30. 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 2020 the trust received £26,260 (2019: £33,933) and disbursed £13,200 (2019: £18,983) from the fund. An amount of £NIL (2019: £10,741) is included in other creditors relating to undistributed funds that are repayable to the ESFA.